

**Academic Senate of Oxnard College**  
**Regular Meeting, 2:00 pm December 13, 2021 via Zoom**  
**DRAFT MINUTES**

**The Senate:** Amy Edwards (President), Elissa Caruth (Vice President), Marcia Fulkerson (Secretary), Ishita Edwards (Treasurer)  
**Senators Present:** Akadina Amrekhasadeh, Catalina Yang, Chris Mainzer, Deanna McFadden, Della Newlow, Dolores Ortiz, Dylan Altman, Emily Zwaal, Erin Lawley, Gloria Lopez, Josh Lieser, Lois Zsarnay, Michelle Brownlee, Mike Ketaily, Rainer Mack, Shannon Newby, Susan McDonald, Tim Fontenette, Tom Stough, Teresa Bonham (24)  
**Senators Absent:** Gerard Paul Mangubat, Kevin Corse, Lilia Ruvalcaba, Michael Sheetz (4)  
**Guests:** Art Sandford, Celina Benavides, Gabriela Rodriguez, Jenn Wilson-Gonzalez, Luz Orozco

Called to Order 2:02 By Senate President Amy Edwards	Motion to Adopt Agenda 1. Susan MacDonald 2. Dylan	Called to order 2:01 by Senate President Amy Edwards  Passed.	
Public Comment		None	
Guests	1. VPAA Art Sandford	Vice President of Academic Affairs, Dr. Art Sandford, joined the Senate to discuss upcoming faculty related concerns and to answer a few questions.  Enrollment update: VPAA Art Sandford: A portion of our funding comes from FTES. We have a new formula that where 20% of funding comes student demographics and a 10% portion from success measures (degrees and certificates). We also have a Hold Harmless agreement through 2023-2024 where won't be funded any less than in 2018-2019 (which were good years for OC and the district). We are also funded as a District- not a college with an allocation based on enrollment. Totals for 2018-2019 pre-pandemic close to 5000 FTES, and our best year with 5148 FTES in March 2020. Then the pandemic hit we were down 11% compared to the year before. Summer 2020 OC was up 11%, so kudos for everyone who taught those classes. Fall 2020 down 11%, so this 11% is on top of the other 11% making a 22% drop. At this time, we have a 40% drop in enrollments from the year before. The number of students who registered at this moment 29 days before the start, we have 14.5% for the number of	

students registered. Each taking 18% fewer units than last year. The trend is not looking good. We will likely be down 15% in Spring. There are marketing campaigns are occurring in Twitter, Instagram, Facebook and other social media to promote classes. We are doing everything we can to entice students or come back to take classes, including a financial aid boost. When planning the schedule in August, September, October, we had the vaccine and Omicron wasn't here, and things looked promising. The Chancellor gave us directives about full time faculty of no more than 40% of load online and 60% in person, and then at Thanksgiving there was a drop in registration and the trend for in-person has been a tough sell. We worked with faculty to make some modifications. We'd like to have a robust in-person schedule, but we can't have classes with [a total of] 3 students. You'll see a shift from 52% in-person and we are down to 47% in person now and that'll change over the next few weeks.

Discussion:

Senator Akadina Amrekhasadeh: Do MC, VC have higher percentage of online classes? Is that why we have higher enrollment?  
VPAA Art Sandford: We are similar to MC when it comes to in-person, hybrid, online classes. VC went to more of a hybrid model for Spring 2022. As a percentage we have more career education courses which are in-person. Statistically speaking, our students coming from lower social economic status are more impacted from covid with deaths, job insecurity, housing insecurity and vaccination hesitancy. We are making adjustments.

Senate Treasurer Ishita Edwards: With the online courses, they are filling well for Spring as opposed to hybrid and face to face. For Fall I had a small hybrid class and [students] slowly dropped, then [there were] vaccination drops, I had a couple of days with nobody in class, and [it] concluded with very low numbers. This will impact our numbers in Program Review. The online classes are fine.  
VPAA Art Sandford: Yeah, if you start with 9 students and lose some, that's not a good scenario.

Senator Josh Lieser: We all know Spring is not going to be what we hoped it would be. Where do we go from here? Planning needs to be reconsidered for Fall, sooner than later. If we can formalize our planning sooner, we need to make our own [college] decisions rather than use blanket [district] decisions.

VPAA Art Sandford: Every time we make a plan, the virus changes. We also don't want to send students to MC and VC.

		<p>Senator Lois Zsarnay: Where does HyFlex fit on the chart?  VPAA Art Sandford: Banner can't account for HyFlex. Some are double counted, but out of 671, it's 25 of them.</p> <p>Senator Lois Zsarnay: 65-70% are signing up for live zoom vs. in-person sections.  VPAA Art Sandford: That's something your Dean would look at. There are some individual considerations like Veteran students where with financial aid, they must attend an in-person course.</p> <p>Senate President Amy Edwards: Thank you for coming. We'll plan on a few visits next semester.</p> <p>A few documents distributed at the Department Chairs meeting (chaired by Dr. Sandford) are in BoardDocs.</p> <p>Chat:  Senator Lois F Zsarnay: Does Hy-Flex count as Hybrid or Zoom or...?  Senator Tom Stough: Gate count is way down in the Library, too (of course).</p>	
	<p>1. FIG Updates  (Focused Innovation Groups)</p>	<p>FIGs have been working all semester. Two of the five teams are coached by faculty (VP Caruth and Professor Frehlich) and several faculty are participants on a variety of FIGs. These groups will continue into the Spring.</p> <p>FIG Updates:  Senator Rainer Mack: The FIG I'm on which is "areas of interest". We're working on how to connect students to areas of interest then building community around those areas for professional opportunities and community. Sending a survey out. Link in the chat.</p> <p>Senator Teresa Bonham: In student success FIG, Laura Knight is our leader. We are going to do professional training during FLEX about liquid syllabus. Just had a student focus group which gave us great data: Success for teaching and learning.</p> <p>Senate VP Elissa Caruth: Emily and I are on the same FIG Transfer Nation with wonderful ideas and we'll make them actionable for next semester.</p> <p>Chat:  Senator Rainer Mack: Here is the link:  <a href="https://ventura.co1.qualtrics.com/jfe/form/SV_ddkXrMr7kNXI51k">https://ventura.co1.qualtrics.com/jfe/form/SV_ddkXrMr7kNXI51k</a></p>	

<b>Action Items</b> Approval of Minutes Updated ISLOs	1. Chris Mainzer 2. Mike Ketaily 3. Teresa Bonham 4. Josh Lieser	<p>Passed: unanimously 20-0</p> <ul style="list-style-type: none"> <li>In BoardDocs you will find the Academic Senate Draft of OC ISLOs. Senators have given feedback and changes have been made.</li> <li>Once approved by the Academic Senate, it will go on the "PG Tour" so that faculty and staff can weigh in during the Spring 2022 semester.</li> </ul> <p><b>Timeline/Process for Review of ISLOs:</b></p> <ul style="list-style-type: none"> <li>These were drafted at Academic Senate during the Fall 2021 semester</li> <li>Vote on draft will take place at Academic Senate on December 13, 2021</li> <li>Presenting to all Constituency groups will take place during the Spring 2022 semester</li> <li>Final draft vote will take place in April or May at an Academic Senate meeting</li> <li>ISLOs will be reviewed every three years so next review will take place in the fall of 2025</li> </ul> <p>Chat:          Senator Shannon Newby: I think what Susan was saying was "... ask questions and seek answers in order to identify, find, evaluate, apply, and acknowledge..." which I think changes the meaning of the committee intended.          Senator Akadina Amrekhasadeh: Students will demonstrate the ability to ask questions, seek answers, and identify, find, evaluate, apply, and acknowledge sources of information.</p> <p>Passed: 20-0</p>	Amy make changes send to chairs of PG committees
Guided Pathways: SOAA (1 <sup>st</sup> read)	5. Gabriela Rodriguez	<ul style="list-style-type: none"> <li>Guided Pathways Chairs are presenting the SOAA for Academic Senate approval in BoardDocs.</li> <li>This is a first read vote. We will need a motion to approve.</li> <li>Senators can offer feedback today and will then we will vote on the final draft on January 24, 2022.</li> </ul> <p>Gabriela Rodriguez: a link in chat posted to share your feedback.</p>	

		<p>Passed: 18-0</p> <p>Chat:  Gabriela Rodriguez:  <a href="https://forms.office.com/Pages/DesignPage.aspx?lang=en-US&amp;origin=OfficeDotCom&amp;route=Start#FormId=a4qLu5knNE-_koX4GbwAbw-W8OYV-hhOo5DimBb3PjRUNDZXNVZBQUjETUQzSjA5WU9BTzVCQUJEUS4u">https://forms.office.com/Pages/DesignPage.aspx?lang=en-US&amp;origin=OfficeDotCom&amp;route=Start#FormId=a4qLu5knNE-_koX4GbwAbw-W8OYV-hhOo5DimBb3PjRUNDZXNVZBQUjETUQzSjA5WU9BTzVCQUJEUS4u</a>  Gabriela Rodriguez: <a href="https://oxnard.programmapp.com/academics">https://oxnard.programmapp.com/academics</a></p>	
<p><b>President's Report:</b></p> <p>Senate Recognition Gift Presentation</p>	<p>6. Senate President Amy Edwards</p>	<p>The Academic Senate will recognize one faculty member for their work over the past year with a gift and with comments of gratitude: Deanna McFadden!</p> <p>Chat:  Senator Deanna McFadden OC Student Health Center: thank you so much! So kind!!  Senator Della Louise Newlow: Deanna.. we are so appreciative!!! You are awesome.  Senator Rainer Mack: Thank you Deanna!!!  Senate VP Elissa Caruth: Thank you, Deanna!  Senator Catalina Yang: Thank you for all that you've done!  Senator Shannon Newby: You are so dedicated and awesome!!!! We really appreciate all you do.  Senator Gloria Lopez EOPS: Thank you Deanna!!! Truly appreciate you!!  Senator Tom Stough: Hip, hip, hurray for Deanna!! :-)  Senate Treasurer Ishita Edwards: Thank you so much, Deanna!  Senator Lois F Zsarnay: Thank you Deanna!  Senator Deanna McFadden OC Student Health Center: Are you sure your talking about me??  Senate VP Elissa Caruth: Yes! YOU!  Senator Della Louise Newlow: OMGawd. Of course we are!!!  Senator Deanna McFadden OC Student Health Center: Not easy to make a nurse cry...  Senator Akadina Amrekhasadeh: Deanna, we are so lucky to have you. Thank you for all that you do for the Condor family. Huge thank you from the counseling team. 🙏  Senator Dr. Josh Lieser: The NanoBOTS are Deanna's fault, so I've heard...</p>	

		<p>Senator Emily Nicole Zwaal: That's what makes you extra special, because you are so humble about all you do &lt;3          Senate VP Elissa Caruth: We appreciate YOU!</p>	
<p><b>OC Meetings Update</b></p>	<p>7. Senate President Amy Edwards</p>	<ul style="list-style-type: none"> <li>• OC Live show Dec 1. Awesome show. We will have in-person events in Spring. I'm not seeing enough students at these shows. Hopefully you'll fit it into class work.</li> <li>• Student housing studies being conducted working with the city of Oxnard.</li> <li>• 2 more days to check out Art Exhibit in the library Jullienne De La Cruz</li> <li>• Tina Knight is director of advancement and grants to help bring money to the college to elevate our teaching and learning.</li> <li>• New Dean of CTE Josepha Baca.</li> <li>• Jonas needs a basketball announcer.</li> <li>• EW grade expires Dec. 31</li> <li>• Grades dues this Friday. Let's try to get 100% on Friday</li> <li>• BIT reports working well.</li> <li>• Child Development Center update: a classroom was rented to CDR. State licensing dropped by and we passed w flying colors. We have use of that room again to expand. Our board is going to approve positions to hire 3 assistance to help teachers in the classrooms.</li> <li>• Going office shuffles over the next few months. LS-D will open. Email Amy for more info.</li> </ul> <p>Chat:          Senator Erin Lawley_She/Her: Housing would be amazing!!</p>	
<p><b>District Meetings Update</b></p>	<p>8. Senate President Amy Edwards</p>	<p>President Edwards provided an update on district meetings.</p> <ol style="list-style-type: none"> <li>1. The VCCCD PG Handbook (updated Draft) is in BoardDocs. Please review and send feedback to ASP, so she can bring it to Consultation Council at the next meeting.</li> <li>2. Compressed Calendar Update email from Dr. Gillespie:              "Thank you for the summary of the compressed calendar workgroup recommendations. This topic will be included in the January Planning Session meeting of the Board of Trustees. The District recommendation will be to proceed towards implementation through engagement with appropriate district-wide</li> </ol>	

		<p>governance councils and committees. I appreciate the work of everyone involved over these last several years to research the potential change and develop thoughtful recommendations. Greg"</p> <ul style="list-style-type: none"> <li>• DCHR: Meeting was Dec. 9, 2021: getting our APBP policies up to date. DEI discussion and workgroup.</li> <li>• DTRW-I: Meeting was Dec. 9, 2021 (New Curriculum in BoardDocs)</li> <li>• DTRW-SS: Meeting was Dec. 9, 2021: all policies all day</li> <li>• DCAS: Meeting will be Dec. 16, 2021: This Thursday discussion on the apportionment of money the district gets.</li> <li>• BoT: Meeting will be Dec. 14, 2021: 100 sections is on the agenda for a vote. Compressed Calendar is moving forward for 2023.</li> <li>• DCEM: Meeting was Dec. 10, 2021:</li> <li>• DIEC: Meetings have not yet been scheduled.</li> <li>• EEO: New EEO plan is in BoardDocs again in case you want to take another look. Everardo Rivera will be Spring 2022 representative for OCAS.</li> </ul>	<p>in January AS Amy report DCAS</p>
<p><b>Board Items</b></p>	<p>9. Senate President Amy Edwards</p>	<ul style="list-style-type: none"> <li>• Do you have items for any of the January OCAS Board of Trustees report?</li> <li>• Who will be our spotlight faculty be?</li> <li>• Our Board Reports for November and December are in BoardDocs.</li> </ul>	
<p><b>Old Business:</b> AS Goal Tracking</p>	<p>10. Senate President Amy Edwards</p>	<p>We will spend a little time reviewing our goals and tracking our action steps. The document is in BoardDocs.</p> <p>Goal 1: Need more check ins, need to be more proactive.</p> <p>Goal 2: Mentoring</p> <p>Goal 3: We will continue in the Spring.</p> <p>Goal 4: We are supporting faculty</p> <p>Goal 5: In Spring</p> <p>Goal 6: Completed and in progress</p> <p>Goal 7: In progress</p> <p>Senator Della Newlow: This can go on with the mental health issue faculty brought forward. We definitely should have them come back and folks who are doing mentoring come back.</p> <p>Chat:</p>	

		<p>Senator Della Louise Newlow: We need a survey.          Senator Michelle Brownlee: A mental health work group created a survey we are presenting to the President Wednesday          Luz Orozco: paperwork can be overwhelming sometimes those students need to be walked through it          Senate VP Elissa Caruth: SESC had a Designing Equity Workgroup.          Senator Rainer Mack: We should give something wearable to all faculty who contribute to AS.          Senator Della Louise Newlow: Can we get that logo on our jackets?          Senator Shannon Newby: Swag is always good :)          Senate VP Elissa Caruth: Stickers!</p>	
<p>Update from AS Constitution and By-Laws Work Group</p>	<p>11. Senate Treasurer Ishita Edwards</p>	<ul style="list-style-type: none"> <li>• Work Group Members: Cat Yang, Ishita Edwards, Elissa Caruth, Akadina Amrekhasadeh, and Rainer Mack. A written report is also in BoardDocs.</li> <li>• The current By-Laws and Constitution are in BoardDocs again for your information.</li> </ul> <p>Senate Treasurer Ishita Edwards: We met, we looked at by-laws of other colleges, calendared future mtgs, discussed approaches. Meet Jan 24 before Senate.</p>	
<p><b>New Business:</b> Treasurer's Report</p>	<p>12. Senate Treasurer Ishita Edwards</p>	<p>Treasurer Edwards provided a budget report. There are a few documents in BoardDocs for your review.</p> <p>Senate Treasurer Ishita Edwards: Information is about the same.</p>	
<p>Student-Faculty Communication Improvement s</p>	<p>13. Senate President Amy Edwards</p>	<ul style="list-style-type: none"> <li>• Student-Faculty Communication Improvements: At President's Cabinet on Nov 3, 2021, a panel of students discussed some of the challenges they are experiencing in classes.</li> <li>• See in Board Docs list of comments and concerns from students. This is not an exhaustive list, but highlights from their panel.</li> <li>• Today we discussed how we can improve on the items in the document, so that students and faculty have the best experiences in the classroom, both in-person and online.</li> </ul> <p>Senate President Amy Edwards: Some of these things exploded during the pandemic. There is a new expectation in this new online environment. This is not an</p>	

exhaustive list, just a summary of concerns. They talked about being the caretakers of their families, they are in favor of the mandate, they are failing their classes, dropping and giving up quickly, [they are] having a hard time connecting with online professors- the wait for email was too long. There was a lot of praise for faculty: Cat Yang and Evan Hess. They ask faculty to be more flexible with office hours. I know faculty have shared with me that they sign onto office hours and no one comes, so it's more than just being available. There was discussion to adding department chair and dean's phone numbers on the syllabus and explaining why you'd contact them. How do department chairs know their faculty are non-responsive, unless it's from a counselor? A lot of students are talking about liking announcements at the start of class. We need to define our acronyms in the syllabus. Some students feel forgotten, they want more Hyflex.

#### Discussion:

Senate Treasurer Ishita Edwards: All of this is in the syllabus. The Deans require it. Student may not read the syllabus.

Senator Akadina Amrekhasadeh: Can we include this in the online orientation?

Senate President Amy Edwards: Yes, great idea, and also in First Fridays.

Senator Della Newlow: I was thinking about Hyperflex classes. During office hours no one showed up. Maybe one way is giving faculty 2 hrs. of flex where they agree to be flexible.

Senator Josh Lieser: We are using Calendly where students can book individual appointments. The canvas one is different. Students like appointment idea.

Senator Gloria Lopez: I definitely agree with phone calls. Last week I wrote a BIT report based on student who was so overwhelmed. They had 3.8 GPA doing well, then had death in family, had to leave to Mexico. Now getting a C, even though faculty worked with her. Student had panic attack. We gave her resources and options. She needed to talk out her frustrations.

Senator Lois Zsarnay: I did let Dean Josepha Baca know about the syllabus recommendations. It was not brought up in CTE. Spring now we will.

Senator Mike Ketaily: Students are under huge stress with COVID stress and holiday stress. 2 weeks ago, a student member of MC cross country committed suicide. There were no warnings with this. They were extremely close to another student in the class. I filled out a BIT for that student for outreach.

More suicide training.

Maybe connection with ASG and AS

Senate VP Elissa Caruth: That's heartbreaking. Not too long ago Cobian's office had workshops for suicide prevention. It was eye opening. The BIT is important and [we need to] look out for one another.

Senator Lois Zsarnay: As a psychotherapist: That often gives people permission to do it too when it happens. We need to ask outright "are you thinking about hurting yourself". It would be good if faculty had training in suicide prevention. In ADS we have a student die every semester, at least every year.

Senator Mike Ketaily: It is the leading case of death in all first responders.

Senate VP Elissa Caruth: It doesn't always show up in their writing. It might flag somewhere else. Let's look out for one another.

Senator Lois Zsarnay: When a behavior changes, that's a good sign.

Senator Susan McDonald: Our therapist from our health center can help too.

Chat:

Senator Erin Lawley\_She/Her: Our acronyms need to be the same as our sister schools especially since SO many students go to two or all three schools. EAC for example is different elsewhere ...

Senator Della Louise Newlow: YES. They should switch from DSPS to EAC. :) I will bring it up.

Luz Orozco: Students don't know what a Dean is

Senator Teresa J Bonham: liquid syllabus may help with many of these issues. Come to the flex training in the spring...

Senator Tom Stough: Maybe liquid syllabus tech can help to get info to students about library stuff too...?

Senator Della Louise Newlow: I like that idea.

Senator Della Louise Newlow: Calendly

Senate VP Elissa Caruth: Calendly

Senator Akadina Amrekhadeh: @Josh Calendly is AWESOME. I used it briefly for counseling and it worked great.

Senate Treasurer Ishita Edwards: Calendly. They do charge \$80 per year. I've used it during the covid.

Senator Dr. Josh Lieser: <https://calendly.com/>

Senator Della Louise Newlow: Phone calls work so much better than emails..

Senator Della Louise Newlow: COVID is still a big reality in Oxnard. My students still have family members who are dying or getting very ill. We need to remember

<p>Lifetime Achievement Recognition</p>	<p>14. Senate VP Elissa Caruth</p>	<p>to be safe so they have the medical access they need. They are still struggling with so many things around and because of COVID.          Senator Dylan Brandon Altman: That's heartbreaking          Senator Tom Stough: How awful, Mike...          Senator Gloria Lopez EOPS: Heartbreaking! EOPS also had a former OC EOPS student commit suicide a month ago.          Senate Treasurer Ishita Edwards: Heartbreaking, Mike.          Senator Della Louise Newlow: Yes please.. I'd love a training.          Senator Michelle Brownlee: I think it needs to be a mandated training for all faculty          Senator Shannon Newby: I agree          Senator Dylan Brandon Altman: I agree too.          Senator Tom Stough: Put me down for that training.          Senator Tom Stough: Include Class. Senate in that, too! They also interact a lot w students.          Senate VP Elissa Caruth: Chris is great!          Senator Michelle Brownlee: Some training and resources we can use now: <a href="https://zerosuicide.edc.org/resources">https://zerosuicide.edc.org/resources</a></p>	<p>Put on agenda in spring for vote</p>
<p>Lifetime Achievement Recognition</p>	<p>14. Senate VP Elissa Caruth</p>	<p>Lifetime Achievement Recognition. VP Caruth discussed this potential future action item.          Senate VP Elissa Caruth: There are some retirees who have worked here for a long time, maybe decades, who have not received recognition. What are your thoughts.          Discussion:          Senate President Amy Edwards: We have recognized, but it's not formal. The president does honor at the holiday party. In years past, the district had a plaque and colleges would distribute.          Senator Josh Lieser: We need to standardize this. Maybe we can partner with the foundation set a precedent and build momentum. We don't need to put a year number on it. Significant contribution in your career at OC. Something tangible memento with kind words.          Senate VP Elissa Caruth: Yes, something tangible. To honor those decades of knowledge and to not receive anything is not ok. Standardize it from faculty to say we appreciate you.</p>	<p>Put on agenda in spring for vote</p>

Senate President Amy Edwards: Yes, something the same. Rainer said build into by-laws update that AS honors retirees. Right now, vote on it.

Ishita: Is there a way we'd know in advance, so we can be prepared.

Senate President Amy Edwards: No, it gets approved with HR then comes to us. We usually have enough time though.

Senator Della Newlow: Is it really hard to change the OC website, put them on the website I'd love to have a picture of the retirees with a link to their pic and bio and nice quotes. It is free and man hours on campus. I'd love to be able to send that website to family and say wow, they love me. Someone in the department can get a selfie.

Senator Gloria Lopez: Have their name put on the marquee.

Senate President Amy Edwards: Need clearer process of who is retiring and what they get, 1<sup>st</sup> step by-laws, map it out and solidify like the process with the student artwork.

Chat:

Senator Della Louise Newlow: I love the video's to give to people.

Senator Dylan Brandon Altman: Great idea, Elissa!

Senator Gloria Lopez EOPS: We should acknowledge the retirees on the OC marquee!

Senate VP Elissa Caruth: The idea is to make it a routine of sorts, to have consistency

Senate Treasurer Ishita Edwards: It's a great idea, Elissa. And, the Academic Senate has recognized retirees in the past with words and gifts.

Senator Michelle Brownlee: What about creating an Events & Recognition Committee that is more consistent?

Senator Della Louise Newlow: On the main webpage of the OC college website with a link to their picture and bio

Senate Treasurer Ishita Edwards: A plaque would be a great idea.

Senate VP Elissa Caruth: All retirees!

Senate Treasurer Ishita Edwards: We should honor all retirees.

Senate VP Elissa Caruth: Independent of years of service.

Senator Rainer Mack: This is something we can build into the by-laws, as a standing thing.

Senator Della Louise Newlow: I hate plaques.. my house is too small.

		<p>Senator Tom Stough: I've given certificates to faculty on retirement giving them lifetime library privileges.</p> <p>Senator Shannon Newby: Tom O'Neil is a founding faculty! So 40+ for him.</p> <p>Senate Treasurer Ishita Edwards: Many places give plaques of recognition to retirees. It is a good idea.</p> <p>Senator Della Louise Newlow: A jacket.. with all the classes they've taught, committees they have sat on.. and maybe some memorable qualities the person has.. written on the back.</p> <p>Senator Shannon Newby: It would be nice to have something that carries over from year to year in the same way</p> <p>Senator Della Louise Newlow: Yes, the same gift, the same action...</p> <p>Senator Shannon Newby: Bulk order jackets today :)</p> <p>Senator Della Louise Newlow: yes!!</p> <p>Senator Mike Ketaily: Mel Soto</p> <p>Senator Teresa J Bonham: If we approve an award for retiring faculty, I think the two who retired this semester should also be included.</p> <p>Senator Teresa J Bonham: great idea Gloria!</p>	
<p>Bi-annual Mandatory Employee Commuter Survey</p>	<p>15. Senate President Amy Edwards</p>	<p>We have to conduct the bi-annual mandatory employee commute survey. The date we have set up for the survey is 12/10/2021–12/31/2021. Employees will be asked about the week of 12/6/2021–12/10/2021. We need a 75% response rate at the minimum to be within compliance with the Ventura County Air Pollution Control District rule 211 and not get fined. *</p> <p>*If there is time, AS can spend some time in the meeting completing the survey.</p> <p>If you have any questions, please reach out to Chris' admin, Allie Frazier, at <a href="mailto:AFrazier@vcccd.edu">AFrazier@vcccd.edu</a>.</p>	
<p><b>PG Reports</b></p>	<p>16.</p>	<p><b><u>PG Report Schedule for Academic Senate Meeting Fall 2021</u></b></p> <p>1st AS meeting of the month these committees will report-out:</p> <ol style="list-style-type: none"> <li>1. CPC (Ishita) Report in Board Docs</li> <li>2. Budget (Tom) Report in Board Docs</li> <li>3. CUDS (Rainer)</li> </ol>	

		<p>4. PRC (Josh)                      5. TEC (Ishita) Report in Board Docs                      6. Sabbatical (Della)                      7. ASG (ASG Officer)                      Off Schedule: Report in Board Docs                      From Curriculum Faculty Chair: <b>From Curriculum Faculty Chair Shannon Davis: (12/1/2021)</b></p> <p>Take a quick look through your course inventory and see if there are <b>courses</b> you are no longer offering and have no plans to offer in the near future.</p> <p>If you have any courses that fall into this category, they should be deactivated. If you do have courses you are planning to deactivate effective Fall 2022, <b>please do so as soon as you can</b> so that we have time to make any <b>modifications necessary in programs</b> that are affected in time to get those approvals before our catalog deadlines, and can make those changes asap in other databases such as ASSIST, C-ID, etc.</p> <p>Course <u>deactivations in CIM are really easy</u>, taking less than 2 minutes to do, so please contact me and I will send you the instructions.</p> <p>Deactivations that are done today will still make it to the 12/8 curriculum agenda.</p> <p>Chat:                      Senator Rainer Mack: Shout out to the new Program Review online process - it was so much easier to do!!!</p>	
Future Agenda Items	Accreditation Updates (January)	Dec. 7 draft of ISER. Discuss in Jan.	
Future Meeting Dates	Spring 2022 Meeting Dates/Location	The Spring meeting calendar dates are in Board Docs. We will be meeting in the Conference Center for Spring meetings. We might have a Zoom available for guests only. This still needs to be decided.	

Good of the Order		Thank you for the executive meeting. It was the most exec meetings we've ever had. Thank you for trusting me in this role. Thank you for all that you do for students. I'll be around this week, I'm working.	
Adjourned at 4:03			

**Poll Results:**

1. Do you approve of the (first read) updated ISLOs (choice 1 yes and choice 2 no)?

- User Name
- Tim Fontenette
- Dr. Josh Lieser
- Dylan Brandon Altman
- Susan McDonald
- Deanna McFadden
- Catalina Elizabeth Yang
- Rainer Mack
- Gloria Lopez EOPS
- Shannon Newby#
- Christiane Mainzer
- Akadina Amrekhasadeh
- Michelle Brownlee
- Mike Ketaily
- Emily Nicole Zwaal
- Lois F Zsarnay
- Teresa J Bonham
- Ishita Edwards
- Thomas A Stough

- Choice 1
- Choice 1
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1. Do you approve of the Nov. 22 Senate minutes?

- User Name
- Tim Fontenette
- Dr. Josh Lieser
- Dylan Brandon Altman
- Susan McDonald
- Deanna McFadden
- Catalina Elizabeth Yang

- Yes
- Yes
- Yes
- Yes
- Yes
- Yes
- Yes

Della Louise Newlow	Yes
Rainer Mack	Yes
Gloria Lopez EOPS	Yes
Shannon Newby#	Yes
Christiane Mainzer	Yes
Akadina Amrekhasadeh	Yes
Michelle Brownlee	Yes
Mike Ketaily	Yes
Emily Nicole Zwaal	Yes
Lois F Zsarnay	Yes
Ishita Edwards	Yes
Thomas A Stough	Yes

1. Do you approve of the (first read) Guided Pathways:

SOAA (choice 1 yes and choice 2 no)?

User Name	Choice 1
Tim Fontenette	Choice 1
Dr. Josh Lieser	Choice 1
Dylan Brandon Altman	Choice 1
Susan McDonald	Choice 1
Catalina Elizabeth Yang	Choice 1
Della Louise Newlow	Choice 1
Rainer Mack	Choice 1
Gloria Lopez EOPS	Choice 1
Shannon Newby#	Choice 1
Christiane Mainzer	Choice 1
Akadina Amrekhasadeh	Choice 1
Michelle Brownlee	Choice 1
Mike Ketaily	Choice 1
Lois F Zsarnay	Choice 1
Teresa J Bonham	Choice 1
Thomas A Stough	Choice 1