

Oxnard College Academic Senate (Monday, April 24, 2023)

Generated by Emily Zwaal on Monday, April 24, 2023

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

Senators Present: Catalina Yang, Lilia Ruvalcaba, Michelle Brownlee, Susan McDonald, Yong Ma, Juan Pitones, Jeanette Redding, Teresa Bonham, Josh Lieser, Kari White, Jennifer Zier, Tom Stough, Della Newlow, Christiane Mainzer, Erin Lawley, Dylan Altman, Lois Zsarnay, Deanna McFadden, Marcia Fulkerson, Melissa Graham

Senators Absent: Gloria Lopez, Tim Fontenette, James Harber

Proxies: E. Zwaal for Della Newlow (left early) and Tim Fontenette

Non-Voting Senator Present: Angel Garcia

Guests: Laura Knight, VPAA Luis Gonzalez, Amparo Medina, Damaris Figueroa

1. Call to Order

1.01 Call to Order

- President Caruth called the meeting to order at 2:03pm.

2. Adoption of the Agenda & Approval of the Minutes

2.01 Adoption of the Agenda

- 1st motion: M. Brownlee
- 2nd motion: C. Yang
- Senate voted to adopt the agenda.

2.02 Approval of the Minutes

- 1st motion: C. Mainzer
- 2nd motion: D. Altman
- I. Edwards sent changes to Emily which she will make.
- The Senate voted to approve the minute

3. Public Comments:

3.01 Public Comments

- J. Redding made a statement to caution the Senate that when the strength of the faculty voice is weakened, it bleeds into other areas. If we don't have the respect we need from administration then we don't have credibility in things like negotiations. We need a strong faculty voice to have the respect of management. Getting our needs met starts here and if we don't demand it here we won't get it out there concerning matters such as raises, evaluations or getting working conditions addressed. E. Caruth responded that those issues fall to AFT so should be brought to our representatives J. Redding and T. Bonham, not Senate. We can discuss these matters at Senate but we deal with the 10+1.
- E. Lawley announced that the Rainbow Graduation is this Friday at OC. Please RSVP. We want to ensure only those who are allies or part of the LGBTQ+ community attend.

4. ASG/Student Report

4.01 ASG/Student Report

- A. Garcia announced ASG's Cinco de Mayo event on 5/9, movie night 5/10, and events on the 11th and 17th. There is also another movie night planned for May 30th, a student RISE training on the 31st and cotton candy for students on the 15th. They are excited to bring these events to students. ASG has been traveling a lot. They recently went to Washington D.C. and visited the General Assembly for ASCCC. D. Figueroa was elected for Vice Representative for California Community Colleges.

5. Guests

No guests.

6. Action Items

6.01 Approval to purchase gifts for retirees

- Our final May 8th meeting will be primarily celebratory to honor part-time instructors and retirees (Tom O'Neil, Mati Sanchez, Marlene Dean, Deanna McFadden, Cecilia Milan). We have worked with administration to select a trophy that

we can add the retiree's names to. I. Edwards asked how much the administration is contributing. They are paying for the awards, not to exceed \$1,000. We are requesting Senate cover cups and plates, wrapping paper and other gifts from the bookstore (sweatshirts, stickers, etc). We are asking for \$150 per retiree, with 5 employees, for a total of \$750. We have \$4,100 left after setting aside money for other earmarked expenses (art piece, scholarships).

- T. Stough motioned for Senate to cover \$200 for each retiree.
- C. Mainzer seconded the amendment.

7. New Business

7.01 Multiple Topics, VPAA Luis Gonzalez

- Vice President Gonzalez will be sending out a survey link on the compressed calendar. The District has been working on this for some time and would now like to hear from everyone. There are 3 calendar options to choose from and a section to say why you chose that one.
 - Option 1: 16-week Fall/Spring, 4-week Winter, 12-week Summer
 - Pros: This option give students many options for summer classes. There is more flexibility for M&O to complete big projects. New contract language says there can't be overlap so with a 12 week summer you can teach multiple classes.
 - Cons: There is no break between the end of summer and start of fall; the only break is winter if you don't teach. These sessions would be reserved for low-unit, low contact hour classes unless you are accustomed to teaching a 4-week class in which case that can be offered in Winter.
 - Option 2: 16-week Fall/Spring, 4-week Winter, 10-week Summer
 - Option 3: 16-week Fall/Spring, 5-week Winter, 8-week Summer

T. Bonham asked how finals and flex fit in. District will be working with AFT to identify how the flex calendar applies but they don't have the answer yet. We have to agree to the calendar as a District and will be voting as a consensus. We will also need to adjust our daily hours of class. OC used to have block scheduling so we may revert to this for the new schedule. We also may add Fridays back.

L. Zsarnay asked if this aligns with CSUCI for students at both places. They don't know that it will and also can't guarantee we'll align with OUHSD, but we will be closer with the new calendar than we are. L. Zsarnay pointed out that this can help dual enrollment students.

J. Redding asked if they are budgeting time for negotiations that need to happen with AFT. They will, but now the District is gathering input and then will meet with AFT to start negotiations. The goal is to move to using the new calendar by the start of Fall 2024. We would need to know by Spring of 2024 for registration for Fall 2024. It's a very aggressive timeline. L. Gonzalez asked if one week is enough for everyone to get their survey back. Everyone agreed this is sufficient time.

L. Ruvalcaba asked about the current tentative calendar. There is a tentative calendar for 2024-2025 but if we move to the compressed calendar that would change.

T. Bonham asked if we will be able to teach more fun things. That is a curriculum question best handled by deans.

Y. Ma noted that the Fall 23 - Spring 24 Instructional Calendar is not yet available. There is a draft that L. Gonzalez will see if he can share.

- There is no distinction between ZTC (Zero Textbook Cost), Low Textbook Cost and OERs (Online Educational Resources) designations in the background for Banner. There will be new designations now to help identify which is which on the back end. L. Gonzalez shared coding examples that will be used for Fall 2023. You will be asked for the codes for your classes to update in Banner. They hope to complete this over summer and by the start of Fall. T. Bonham asked what constitutes a low-textbook cost. L. Gonzalez responded it is \$40. D. Ortiz said this was discussed at the Plenary. The State Student Senate voted for it to be \$30 or under but it's supposed to be decided by local senates. At-cost printing for online textbooks was \$30 (if this is required) so this needs to be taken into account. E. Caruth suggested we can follow the ASCCC has recommendation. D. Ortiz noted it's going to be hard to meet students' threshold of \$30. Please start sharing this info with colleagues.
- We thought we'd be doing away with annual reviews and programs would only need to be evaluated every 3 years, but unfortunately L. Gonzalez learned there is a District administrative procedure that mandates all programs are reviewed on an annual basis. This is to safeguard programs that may be recommended for discontinuance. However, there's no language about what it's supposed to look like. Here at OC our annual has become really detailed so we will revamp it to be condensed. M. Fulkerson noted that writing the annual helps to write the comprehensive. She gets a lot out of it. J. Leiser asked to confirm it will be a short, one-page form. L. Gonzalez's recommendation is to use page 3 from the comprehensive report (the key indicators) for the annual. The first PRC meeting in Fall will be to review the form for the annual. The comprehensives will also be due and reviewed first, before the annuals. All resource requests will still be submitted at the same time as the comprehensives (he thinks Oct. 13th, a Friday). This gives the team 2 weeks to review before Oct. 30th. Annuals will be due Nov. 3rd. There are less comprehensives which is why they'll do those first, and to address the resource requests sooner than later.
 - I. Edwards asked if elumen is part of all of this. No, it's been moved to MS Teams. We will no longer using Qualtrics for resource requests; it will be more like a Word document. You can copy and paste now and text boxes will expand (they resolved this issue from before).

7.02 Faculty Hiring Update

- President Cobian approved the hiring for a full-time tenure-track Learning Disabilities Specialist. This is a victory for all of our students.

7.03 Committee Representation 23/24

- Only 2 people responded to the call for committee reps. If you don't want to serve let Elissa know. If you do not speak up, it will remain as is. D. Ortiz's positions may change. PDC is still vacant one representative. Mati Sanchez and Cecilia Milan are retiring so their positions will need to be filled. K. White will talk to her department, but the Languages & Reading Department is limited with full-time staff for Fall since positions won't be filled until next Spring.

8. Old Business

8.01 Honoring our part-time, adjunct, and retirees

- We will honor these individuals at our last Senate meeting on May 8th.

8.02 Great Teacher's Seminar

- Only 3 candidates applied and all will be attending. L. Ruvalcaba is one but the others haven't been informed yet. The Senate is funding each candidate \$2,150, which may cover flights for transportation if the attendee so chooses, and/or the cost for post-baccalaureate credits.

8.03 Senators for AY 23/24

- M. Fulkerson will be on sabbatical the whole year so won't be able to serve. M. Brownlee, J. Harber, C. Yang, and Y. Ma are also unable to serve. E. Caruth asked these individuals to find replacements. She will help M. Brownlee. M. Fulkerson will discuss this at her department meeting next week. D. Altman is unsure at this point.

8.04 Office Space

- There hasn't been a process for assigning office space. E. Caruth was only given 2 weeks before the beginning of Fall to determine assignments, so she's come up with a policy that effects current faculty wanting to move offices and new hires. E. Caruth shared the procedure. The policy requires requests to be made to the full Exec Team. Requests will be prioritized for faculty in the department the vacant office is under. L. Ruvalcaba asked how we determine which department owns which office. L. Gonzalez said Marlene Dean's office is in the Math department and Mike Abrams in in the Sciences. T. Bonham advocated for faculty to be housed with faculty from other departments. Having experienced this, she has learned from them and encourages others to do the same. M. Brownlee asked if there is a way to create a shared office for adjunct. We used to have this and it would be nice to bring that back. E. Lawley seconded that this needs to be a priority. L. Gonzalez said this used to be in Condor Hall but now it's in the Library. There are multiple desktop computers. M. Graham noted that it's not private. L. Ruvalcaba mentioned there are some empty office spaces we can look at using. K. White asked when this process will begin. E. Caruth and D. Ortiz will work on this after receiving feedback from today's meeting. D. Newlow suggested it be a first come, first serve basis and we consider the current office (moving from a great office to another great office doesn't seem fair). L. Zsarnay asked if we should be taking the current office's conditions into account (if they have no AC or windows, for example) and if that individual can function in their office. It's also not fair if you're from a very small department to only be able to take offices within your own department. We need to make a list of the criteria and why. She encouraged everyone to be collegial and not so territorial. M. Fulkerson noted we are beholden to when retirees submit paperwork before we can officially proceed. Once someone is approved to move then their room is available so that opens up potential interest. J. Pitones noted that new faculty should be amongst their own kind to help with on-boarding. D. Newlow suggested a team be assigned to come up with the criteria.
- K. White motioned to adopt the policy as-is and revisit in Fall 2023 with a workgroup. C. Yang seconded the motion. E. Zwaal suggested the motion be amended to strike the language stating the same department is prioritized. S. McDonald noted if we proceed with this policy then offices will already be assigned before we create the criteria. J. Leiser motioned for the amendment to be added that office space will be determined "in consultation with that department's wants and needs" so there is some wiggle room. D. Ortiz asked when E. Caruth received her first request. It was last semester, so D. Ortiz wants this to be clear that things may have transpired since. I. Edwards suggested there be an exception for those in offices without windows, AC, etc. E. Caruth said this is a workplace conditions issue that should be taken up with AFT. T. Bonham, D. Newlow, and E. Zwaal objected. The motion carried. We will revisit this in Fall but E. Caruth and D. Ortiz will use this policy for the coming Fall's assignments.

8.05 Chat GPT, Laura Knight & Dylan Altman

- The OTTCC training course is being revamped. All Academic Senates need to approve it. The links were supposed to be brought back to us. VC and MC voted and they like the new SLOs. There's a new spreadsheet. E. Lawley asked how often we need to renew our OTTCC training. L. Gonzalez said that faculty must re-certify every 5 years even if they have been teaching online. If you took the training in 2016 you're due. I. Edwards asked if there's a list for who is due. Yes, the District has this.
- L. Knight: Chat GPT can be good but sometimes is too vague. She uses Yoodli in her classes where students can practice their presentations and receive feedback on their work. D. Altman explained it supplies the content but sometimes gets it wrong. It will look pretty but at this moment in time the information is not as accurate. It's easy to identify the writing because it has a mechanical style. Turnitin will flag it. Students relying heavily on Grammarly will

also get flagged. This is something to be aware of when talking to your students. If you suspect copy and pasting then talk with that student, but it can be used for constructive purposes. You can have students examine what ChatGPT does well and doesn't. You can change the prompts to provoke ChatGPT to respond in different ways. M. Graham noticed that publishers are coming up with ways to detect AI. That is AI looking for AI (a similar, repeating structure). They cautioned that it may not always be AI though; it could be a student that has not yet come up with a more sophisticated writing style. D. Ortiz mentioned that a resolution was passed by ASCCC to develop resources and a framework for us to follow by 2024. D. Newlow shared that her niece said all of her friends are using it and going in and modifying it. The more savvy students know how to use it to their advantage, so we won't be able to catch it all. This is a good discussion but hopes it becomes a focus point of Senate next year. We may see a return to pen and paper or moving away from using the Internet. D. Altman suggested having students do a preliminary writing assignment in class to get a feel for their writing styles to compare.

8.06 Nondiscriminatory language in college syllabi

- E. Caruth shared a draft syllabus statement from Dr. Lisa Putnam at VC for instructors to include on Title IX sex-based discrimination and harassment. Many students are being shamed with dead naming and their pronouns are not being used or recognized. This statement is in the agenda and teachers are welcome to use or adapt it, or use the statement from ASG that was sent last year. It's also encouraged that teachers make students aware of clubs on campus, etc. There is a lot to add. This came up in DCSS. English teachers often have students self-disclose in writing assignments. D. Ortiz noted that AB 2315 is coming for CCCs to use gender-affirming names. Hopefully this will get rid of accidental dead naming.
- D. Figueroa shared that students are complaining the tampon dispensers aren't working or empty. She doesn't know which ones.

8.07 Treasurer's Report

- D. Ortiz wants to go to the Faculty Leadership Institute June 14 -17. We may be able to make that happen with the Exec's money but just want to be transparent.

8.08 PGM discussion

- E. Caruth made the following statement: encouraged those leading the charge on the PG Manual to attend Wednesday's meeting with ASCCC. Everyone has been invited, including chancellor, etc. Those who sent emails behind Senate's back was inappropriate and insulting to the Exec Team. The suggestion that we need 51% faculty on PG Committees is incorrect is an attempt to bully the college and administration. We need to sit together with our colleagues. Threatening to walk out of committees only hurts us. If we're not there, votes will still happen and we won't have a voice. PGM is a Senate issue of the 10+1. Will share David's feedback after so we're all on the same page.
- Yong Ma thanked Elissa for the year.
- Dolores asked if she can share David's feedback before Wednesday.

8.09 PDC Committee Member & Senator Vacancy

- President Caruth gave a statement to the Senate: "You should have received an email I sent out to you last week inviting you to the study session I have arranged with the State Academic Senate and the Community Colleges of California. Let me clarify some things for you and offer you some suggestions and then I will not hold back on my opinion about this entire discussion. Part of my charge is to be neutral and unbiased and I have been that way. This is my last meeting where I am facilitating governance so it's important that I tell you what I think about this whole PG Manual discussion. First of all, those of you who are interested explicitly and who have been leading the charge - Jenny, Teresa, and Lilia - I strongly encourage you to attend this. I know that I will be there. I know that management will be there. I know I invited the ASG. I invited our Classified professionals. I invited the Chancellor, all of the Vice Chancellors, and all of the Board of Trustees. They have a right to know. Many of them will be here, if not in person then virtually. Some of the questions you have been asking and some of the allegations you have been making about the PG Manual border on incorrect. I hope you ask these same questions to the State, as some of you have done in emails sent from a personal account that lacked CCing me. That was inappropriate. As your Senate President, I am representing you to the State and to the District, and to this college, and suggesting that our managers don't respect us as an Academic Senate is insulting to Dolores, Ishita, Emily and myself. I will not stand by and let that comment sit in this room. It is incorrect. Suggesting that our students are being led by their advisor who is an ethical, brilliant colleague of mine suggests that there is some kind of miscommunication happening. Our students are intelligent and can speak for themselves and they have an excellent faculty advisor. I will not let that stand in this room. Suggesting that we need 51% faculty on PG committees is incorrect. Suggesting that we have a resolution titled "Fatal Flaw" is an attempt to bully the college and the administration. I disagree with that resolution. It's up to you if you pass it, but I disagree with it. I think we need to sit together with our colleagues, with our students. I think we need an outside person to come talk to us, that's why I invited the State. Threatening to walk out of PG committees only hurts you as faculty, because we'll still be using this current PG Manual and your votes just won't be there, but there will be enough votes to get things passed. Governance will still happen and if you don't walk out then you can participate in that governance. I'm not a bully and I don't abide by bullying, and I don't appreciate it when it happens to me or anyone else in this room. We are colleagues. I expect collegiality, as I have offered each of you. I work hard with Luis and Oscar and Chris and Leah and man, they work hard for you, and you need to know that. And they work hard for our

students and they put our students first, and you need to know that, too. The PG Manual is a Senate issue; it's a 10+1. Be careful with phrases like "negotiated language." Be careful of the cross between AFT and Academic Senate. They're two distinct bodies. I have supported you this past year in everything. I have been transparent in everything. I have extended myself to work with Classified professionals and our students and with management, and it has truly been a joy. Every moment that I have worked with you in this Senate I am absolutely grateful and I thank you for trusting me. So with that, my friends, I certainly hope that on Wednesday you are here in this room so that we can become educated on what participatory governance is, what collegial consultation means, and thereafter David Morse has provided us with some comments regarding the PG Manual that I will be happy to share that after. Because I want us all to be on the same page. I will not participate in misinformation or gossip or fear mongering. So I thank you again very much for the wonderful experience this year and for trusting me once again in representing you at the state level, and at the district level, and at the college level. And I'm so excited for President-Elect Ortiz to continue the tradition of a strong collegial Academic Senate."

- D. Ortiz asked E. Caruth if she would characterize David Morse's commentary as recommendations and if she could explain her reason for sharing it following the meeting as opposed to in advance. E. Caruth replied that her goal is for everyone to sit in the same room and receive the same information at the Collegiality in Action visit and once we are on the same page for us to view David's recommendations. D. Ortiz requested clarification that that meeting should not bar discussion of his feedback. E. Caruth said we should talk about it and she's tried to get David Morse here before the end of the semester but doesn't know if that's going to happen. He is happy to come out and work with us and is an expert in this so thinks it will be worth our while to have him here.

9. AS President's Report

9.01 OC Meetings and Information Update

9.02 District Meetings Update

- DCSS
 - Discussed AB 2315 and the Title IX syllabus
- DCEM
 - They are reviewing the major initiatives rubric. We received money to fund PACE and now VC wants funding for something else, so they are reviewing the rubric for allocation through an equity lens.
- DCHR
 - There are discussions about AB 7120A which concerns improving the hiring of vice chancellors, specifically the committee representation. Currently they are very large committees (~24 people) so they're looking at condensing it. They're also discussing whether they should move to meeting in person, payment and reimbursement for participation, and access/DEIA issues. These are ongoing discussions that likely will not be resolved this semester.
- DCCI
 - They are discussing AP 4235: credit for prior learning. You may be asked for input on this in some of your disciplines.
 - Two-way texting to reach students has been put on pause. A pilot was run at MC to reach out to students to remind them to pay fees to avoid being dropped or put on probation. It was successful. It's in the works.

9.03 Board of Trustee Items

10. PG/Standing Committee Reports

10.01 Reporting Schedule

10.02 ASG (ASG Officer)

- See agenda for any written report.

10.03 PDC (Cat)

- There is an online teaching conference coming up in June in Long Beach. There's a little money left in PDC and they're trying to get more. Applications are due this Friday. I. Edward asked if any money is left for anything other than this conference. Funding has been shut down mostly but this conference announcement was late and PDC was low on funds so L. Gonzalez provided some funding from the VPAA budget. I. Edwards suggested PDC put out calls for applications every month like some colleges but C. Yang explained if we did that we'd run out of money quickly. E. Caruth asked C. Yang to send her the conference announcement to forward out.
- D. Ortiz informed the Senate that she would like to request funding to attend the Faculty Leadership Institute hosted by the ASCCC June 14 - 17 as a way to become better informed/trained as our incoming Senate President. We may be able to make it happen with Exec funds but if not she will be requesting it and wanted to be transparent.

10.04 SESC (Erin)

- See agenda for any written report.

10.05 CUDS (Charles)

- See agenda for any written report.

10.06 PRC (Lilia)

- See agenda for any written report.

10.07 TEC (Ishita)

- See agenda for any written report.

10.08 Budget (Susan)

- See agenda for any written report.

10.09 Curriculum (Shannon Davis)

- See agenda for any written report.

10.10 CPC (Ishita)

- See agenda for any written report.

10.11 ARW (Dolores)

- See agenda for any written report.

11. Other College Reports

11.01 Sabbatical (Della)

- See agenda for any written report.

11.02 AFT (Jenny)

- See agenda for any written report.

11.03 LLRC (Kari)

- The Library will have extended hours the week before final exams for library and tutoring services, until 10pm during the week and also the two Saturdays before finals. ASG will be providing snacks.

11.04 University Transfer Center (Letty)

- See agenda for any written report.

11.05 Guided Pathways or Statewide Committees

- See agenda for any written report.

12. Follow-Up Items for Future Agenda

13. Future Meeting Dates

13.01 May 8, 2023

14. Past Meeting Dates

14.01 January 23, 2023

14.02 February 13, 2023

14.03 February 27, 2023

14.04 March 13, 2023

14.05 March 27, 2023

14.06 April 10, 2023

14.07 April 24, 2023

15. For The Good of the Order

15.01 For the Good of the Order

- C Mainzer announced the Ballet Folklorico is coming to town this Saturday at 7:30pm and Sunday at 4:30pm.

16. Adjournment

16.01 Adjournment

- President Caruth adjourned the meeting at 3:54pm.