

## Oxnard College Academic Senate (Monday, November 28, 2022)

Generated by Emily Zwaal on Monday, November 28, 2022

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

Senators Present: Catalina Yang, Chris Mainzer, Dylan Altman, Lilia Ruvalcaba, Michelle Brownlee, Susan McDonald, Yong Ma, Juan Pitones, Jeanette Redding, Teresa Bonham, Josh Lieser, Charles Ramirez, Kari White, Lois Zsarnay, James Harber, Gloria Lopez, Tim Fontenette

Proxies: E. Zwaal for Erin Lawley

Senators Absent: Erin Lawley, Della Newlow, Kevin Corse, Deanna McFadden

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

Guests: Arion Melidonis, Celina Benavides-Black, Vice President Christopher Renbarger, President Oscar Cobian, Dean Isaac Rodriguez Lupercio, Amanda Burwick, Vice President Luis Gonzalez, Evan Michael Hess, Dean Leah Alarcon

### 1. Call to Order

#### 1.01 Call to Order

- Meeting called to order by Academic Senate President Elissa Caruth at 2:03pm

### 2. Moment of Gratitude

#### 2.01 Moment of Gratitude

- President Caruth encouraged teachers to let our students know we appreciate them.

### 3. Adoption of the Agenda

#### 3.01 Adoption of the Agenda

- 1st motion: Y. Ma; 2nd motion: I. Edwards
- The Senate voted in favor to approve the agenda.

### 4. Public Comments:

#### 4.01 Public Comments

- No public comment.

### 5. ASG/Student Report

#### 5.01 ASG/Student Report

- ASG representatives P. Lopez and Justhine Kaye Placio asked teachers to add a statement in support of and encouraging students to join the ASG or its clubs.
- World Aids Event will be held in the OC Conference Center at the PAB on Dec. 1<sup>st</sup> from 2-3pm at the PAB. E. Caruth fliers be sent to her to distribute to all faculty.

### 6. Guests

#### 6.03 Laura Knight, Best Practices for DE classes

- There was a Banner and Canvas issue that delayed the roll out of course shells for Spring semester. This effected multiple colleges across the state.
- New OC Student Support Module will be visible in all Spring semester courses. It is the instructor's discretion whether to use or not. It may also be modified. L. Knight demonstrated how to import content into courses.
- Any new software will need to go through approval process for FERPA, data security and accessibility due to Title V changes. Software you've been using can be carried over and is currently exempt from the new process.

#### 6.04 Arion Melodonis, Peer Online Course Reviewer

- California Virtual Campus (CVC) Online Educational Initiative (OEI) has created a platform for students across the state to take courses at any college. This gives us the advantage to pull students from further away but we could also lose students to other colleges. Instructors have the option to submit their courses for approval but currently it is not required. For those interested, they would need to go through the Peer Online Course Review (POCR) process. We are trying to secure funding to set up a POCR team on our campus to train reviewers and incentivize teachers to certify courses. Course design is still left up to the teacher and each course can look very different but certain requirements, including Title V, must be met.

### 7. Action Items

#### 7.01 Approval of the Minutes from 11/14/22

- 1st motion: Y. Ma; 2nd motion: C. Mainzer
- I. Edwards asked to have her question to the Chancellor during his visit added to the minutes.
- The Senate voted in favor to approve the minutes contingent upon the revisions.

#### 7.02 Vote to Meet Online in January

- 1st motion: Y. Ma; 2nd motion: I. Edwards
- The Senate voted in favor to meet online for January's Academic Senate meeting.

### 8. New Business

#### 8.01 Treasurer's Report: I. Edwards

- We need to determine how the Senate would like to use its funds beyond the student scholarships and art work that has been approved for the Spring.

#### 8.02 Curriculum Handbook

- L. Gonzalez thanked the Curriculum Committee and those responsible for revising the Curriculum Handbook, including Shannon Davis and Paris Trujillo. The handbook was approved Nov. 23rd by the Curriculum Committee and is now being presented to Academic Senate for approval in hopes of including a final version in the Institutional Self Evaluation Report (ISER) by the end of this week before submitting to ACCJC. We will review it again at Curriculum in Spring. The handbook is

reviewed and updated annually. L. Ruvalcaba pointed out that departments were not listed under membership and suggested this be added.

### **8.03 Go-to List**

- Will table this until Spring since no one reached out to President Caruth about this yet.

## **9. Old Business**

### **9.01 Luis Gonzalez, VPAA**

- L. Gonzalez discussed changes coming to course numbering that are now mandated under AB 1111: Common Course Numbering System. I. Edwards asked about non-C-ID courses and how they will be effected by the new common course numbering. L. Gonzalez explained that even though it's not required that we change these at the moment, it will make sense to so that the different numbering does not cause confusion. That said, C-ID courses will be prioritized. S. Davis predicts non C-ID courses will be exempt from the common course numbering requirements and does not advise that we rush to change these.
- T. Bonham asked whether we are required to reduce units for a course if it's determined that a course is fewer units at a different college. L. Gonzalez and S. Davis stated that we have not received specific guidance on this yet but it's possible that will be the case so that there is uniformity across the state.
- L. Gonzalez stated that if the State requires us to change a course to a number we've already used, they should provide guidance on what to do in that situation. S. Davis acknowledged this can adversely effect students.
- S. Davis explained that these changes happened at the State level by faculty discipline input groups from the CCC system along with CSU counterparts and their articulation officers. The ASCCC was heavily involved in this discussion. You can observe these discussions but not participate. The ASCCC had sent out a survey asking for input. You can sign up to be on their list serve. S. Davis and L. Gonzalez have attended the Curriculum Institute. Opportunity for future input is unknown since these changes have been legislated.

### **9.02 Block Grant Proposal**

- E. Caruth took our questions to DCAS. The new positions are temporary until there is a demonstrated need for them to become permanent. They will not be absorbed through the General Fund but a different funding source. The funds will also cover benefits. It is hoped that this move will generate more FTES and that students who participate will become students at the college with 900 numbers and help to increase our State funding. The proposal will not examine why students have left college and not returned; this is being looked at by individual colleges.

### **9.03 Committee Member and Senator Vacancies**

- Please reach out to colleagues in your department and encourage volunteers. CUDS and PDC is still in need.

### **9.04 OCAS Thanksgiving Potluck and Community Building**

- L. Ruvalcaba, D. Altman, and E. Caruth have made a lot of progress. There will be food, music and games. They will need help with set-up, clean-up and gathering food donations to take to the Basic Needs Center. Students often request mac n cheese, but any non-perishable food items are needed. El Pollo Norteño will cater the party. There will also be coffee and other beverages.

### **9.05 Student Equity and Achievement Plan: Dean Leah Alarcon**

- Changes were made in accordance with the Senate's suggestions. Students also provided feedback that was included, particularly to the section on our LGBTQ+ students.

### **9.06 Lifetime Achievement Recognition**

- Table for January meeting.

### **9.07 OC Swag**

- Table for January meeting.

### **9.08 Evening Attendant**

- You can contact Mark Lauren for evening assistance. His information is included in the agenda. After 9pm contact campus police.

## **10. AS President's Report**

### **10.01 OC Meetings and Information Update**

#### **10.02 District Meetings Update**

- DCAS:
  - E. Caruth shared that she reported the OC Academic Senate is not in support of a tri-chair model for the committee.
  - They are working on setting a dollar amount to be kept in reserves in the Unrestricted Funds General 111. These funds could be used in emergencies such as avoiding layoffs and legal expenses.
- DCAP:
  - Discussed the block grant.

### **10.03 Board of Trustee Items**

- Send E. Caruth any information to be included in the December Board report by noon tomorrow.

## **11. PG/Standing Committee Reports**

### **Fall 2022**

#### **11.02 ASG (ASG Officer)**

#### **11.03 PDC (Cat)**

#### **11.04 SESC (Erin)**

#### **11.05 CUDS (Charles)**

#### **11.06 PRC (Lilia)**

#### **11.07 TEC (Ishita)**

- Treasurer I. Edwards provided a more complete written report from the TEC. They are working on digital signs so we will have 30 signs across campus. James Scheulke is working on the content.

#### **11.08 Budget (Susan)**

#### **11.09 Curriculum (Shannon Davis)**

#### **11.10 CPC (Ishita)**

#### **11.11 ARW (Dolores)**

### **12. Other College Reports**

#### **12.01 Sabbatical**

- Moorpark College will be receiving 4 sabbaticals. Ventura College will receive the fifth in rotation. Scott Wolf, Renee Willers, Marcia Fulkerson, and Linda Webb received sabbaticals for OC. Jose Vega will take a sabbatical if someone must recuse themselves or our sister schools do not have enough to meet their limits. The district will be meeting to review and rank the sabbaticals soon.

#### **12.02 AFT**

- Ty is planning to come to campus on Dec. 5th.
- Michael Sheetz sent out an email about a holiday gift card drive to benefit Casa Pacifica. There will also be a party hosted by AFT at district where you can bring the cards, otherwise give cards to AFT representatives (Lilia, Teresa, and Jenny).

#### **12.03 LLRC**

- December 14th is the last day for tutoring. The circulation desk will be open on Dec. 15 for returns but other library services will be closed.

#### **12.04 University Transfer Center**

#### **12.05 Guided Pathways or Statewide Committees**

### **13. Follow-Up Items for Future Agenda**

- E. Zwaal shared on behalf of the Languages and Reading Department that they would like to further the discussions on both HyFlex classes and also allowing 8th graders to register for classes without requiring instructor permission.

### **14. Future Meeting Dates**

#### **14.01 December 12, 2022**

### **15. Past Meeting Dates**

#### **15.01 ~~August 22, 2022~~**

#### **15.02 ~~September 12 and 26, 2022~~**

#### **15.03 ~~October 10 and 24, 2022~~**

#### **15.04 ~~November 14, 2022~~**

#### **15.05 ~~November 28, 2022~~**

### **16. For The Good of the Order**

#### **16.01 For the Good of the Order**

- Looking forward to our holiday party.
- T. Bonham shared that her tutor, Rosa, decided to become an English major and recently received on the spot admission to CSUCI.

### **17. Adjournment**

#### **17.01 Adjournment**

- Meeting was adjourned by E. Caruth at 4pm.