

Oxnard College Academic Senate (Monday, October 10, 2022)

Generated by Emily Zwaal on Monday, October 10, 2022

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

Senators Present: Catalina Yang, Chris Mainzer, Dylan Altman, Erin Lawley, Gloria Lopez, Lilia Ruvalcaba, Lois Zsarnay, Michelle Brownlee, Susan McDonald, Tom Stough, Kari White, Yong Ma, Tim Fontenette, Juan Pitones, James Harber, Della Newlow, Charles Ramirez, Ishita Edwards, Dolores Ortiz, Deanna McFadden, Jeanette Redding

Proxies: Jenny Redding for Teresa Bonham

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

Senators Absent: President Elissa Caruth, Teresa Bonham, Kevin Corse, Josh Lieser

Guests: Celina Benavides-Black, Paris Trujillo, Jackie KH (full name undisclosed), Luis Gonzalez, Paloma Vargas, Alex Rodriguez, Steve Hall, Amy Edwards, Eliseo Gonzalez, Chris Renbarger, Laura Knight, Chris Horrock, Amparo Medina, Samantha Marshall

1. Call to Order

1.01 Call to Order

- Dolores called to order at 2:03
- Quorum was met.

2. Moment of Gratitude

2.01 UTC Career Center Grand Opening

- The program review team was recognized for all the work they've done.

3. Adoption of the Agenda

3.01 Adoption of the Agenda

- 1st motion: Yong Ma, 2nd motion: Erin Lawley
- Voted 100% in favor to adopt

4. Public Comments

4.01 Public Comments

- E. Lawley thanked everyone who participated in the Heart Walk. The team raised more than \$5k.
- Today's 4pm women's soccer match will be fundraising for breast cancer awareness.

5. Guests

5.01 Deans

- Dean Steve Hall shared that the Department of Public Safety recently submitted their program review and hiring is in progress.
- Dean of Liberal/LLRC, Dr. Amy Edwards, is working on new hires with her department (including full-time instructor positions for ASL and Chicano Studies). She is new to the position but has worked in a variety of roles including Academic Senate President, department chair, and within the District, that have given her a well-rounded perspective.
- Dean Isaac Rodriguez Lupercio is the new Interim Dean of Career Education. He began in April. This week his department is interviewing for a full-time accountant and will be hiring a full-time position for Early Childhood Education in the Spring. They are also conducting program review. His office is in OE-14 and he encourages people to stop by and introduce themselves.
- Dean Eliseo Gonzalez is the Acting Dean of Student Success. His department is working on hiring, program review, and increasing dual enrollment numbers. Students and our peers are feeling anxiety so he encouraged professors to invite Chris Domasin and his team to speak to classes. This is important to address early on.
- Dean Paloma Vargas goes by the pronouns she/they/ella. She shared a little about her background as a proud Tejana, hailing from Texas, having worked in the field of microbiology. She thanked her department for their work. She is working with Eliseo on dual enrollment and also trying to get students back on campus for labs.

5.02 Online catalog presentation, Paris Trujillo

- Paris Trujillo showcased the new catalog, which is now online and easy to navigate (there are no PDF students must scroll through). You will also see the catalogs for MC and VC. Under "Catalog Home" you can navigate to "Programs and Courses" to find information on these. Professors can edit the "Overview" but course and program edits need to go through the curriculum process. Once CIM edits have been made, they will automatically be input on the website. The college will not be printing the catalog anymore, but you can easily print certain pages.
 - G. Lopez mentioned that as a counselor she prefers the hardcopy. P. Trujillo noted that under "General Education" options you'll find IGETC requirements. They're also added to the "Programs and Courses" list. She still recommends utilizing the checklist that Shannon Davis shares because it's all on one page.
 - L. Ruvalcaba asked where information about the faculty can be found. It is now under "About the College," which is under "Programs and Courses"
 - I. Edwards asked whether courses that are linked to other courses/cross listed will show up in the correct places automatically. Any change made during the curriculum process in CIM will automatically show up on the website.
 - If faculty have more questions later, reach out to Paris.

5.03 Laura Knight, Instructional Technologist, Chris Renbarger VP Business Services, Dr. Luis Gonzalez, VPAA

- L. Knight demonstrated how to navigate the updated Distant Education (DE) Hub. There are modules on substantive interaction, accreditation, HTML tips, course evaluation, and compliance, among others. She asked how we would like for her to communicate with us regarding changes, etc. as she doesn't want to inundate our inboxes. E. Lawley said she would prefer emails to come directly from Laura. Weekly may be too frequently.
- Over the past few years there has been discussion of creating a Student Support Services hub that lives on the website. They will be putting a link in the Canvas course navigation that says, "Student Services," which will take students to the webpage. Be careful not to hide it in your classes when spring courses roll out. Teachers can publish it as a module to alter as much as they'd like, and they also have the option to unpublish it. It includes links to policies and Laura will update these each semester to make sure they are current.
- There is also a Canvas tutorials page for teachers.

6. ASG/ Student Report

6.01 ASG/Student Report

- ASG Director of Student Life, Paola Lopez, informed the Senate of upcoming events through ASG. There will be a pop-up event on Thursday from 11am – 1:30pm by the clock tower for students to familiarize themselves with the role of ASG and its members. During this time there will also be an Hispanic Heritage event. Dr. Frank Barajas will speak, followed by a panel in the PAB.
- On Tuesday the 18th there will be an Evening Expo from 5:30 – 7:30pm, mostly targeting afternoon students. Please let afternoon classes know.
- Oct. 20th from 11:30am – 1pm at the PAB there will be a domestic violence event.

7. Action Items

7.01 Approval of the Minutes

- 1st motion: I. Edwards, 2nd motion: Y. Ma
- Voted 100% in favor to adopt the minutes.

7.02 Seating of the Senators

- L. Ruvalcaba asked if someone was filling in E. Caruth's former Senate seat. D. Ortiz doesn't believe we have anyone. Because English has more than 5 full-time faculty they are entitled to 2 senators (they currently have one). Seats are vacant for Public Safety, VPAA, and FT Social Sciences.

8. New Business

8.01 Treasurer's Report

- Treasurer Edwards reported that nothing has changed since our last meeting. There is still \$4,846.41 in our account. The checking account is include in the agenda, where you can also find a fillable form for new faculty to contribute dues and a complete list of who is contributing. Let Ishita know if a name is missing. We're already committed to supporting two scholarships (\$350 each), a piece of student art (\$250 or less), and a gift.

8.02 OCAS Thanksgiving Potluck and Community Building

- L. Ruvalcaba suggested we contribute \$100 – 200 in December for our potluck/academic faculty social. We can use AFT funds of \$200 but if we do it must be open to all faculty, not only senators. Everyone appeared okay with this. This money would cover decorations and supplies, food, and a possible room reservation. T. Stough shared a logistics form in the chat for people to use to propose a plan.
 - A date still needs to be determined. A Friday or during a Senate meeting were discussed as options.
 - The planning group will meet and bring back specifics to our Oct. 24th meeting. Lilia would like more people involved, so please reach out to her.
 - L. Ruvalcaba made a motion to approve funding of up to \$200 from Senate for food and supplies for the faculty potluck. I. Edwards made a 2nd motion. The motion passed.

8.03 OCAS Swag

- D. Ortiz shared information from last February's meeting that had been researched. We had a t-shirt quote of \$9 each (+\$2.50 for double-sided) with a production time of 5-7 working days. We don't need to use this but can look at what we previously discussed. Several questions were posed: Do we want to further this conversation or drop it altogether? Are the items only for senators or all faculty? Will sizes be an issue and therefore would it be better to select something that isn't size-based, like mugs? AFT gives out shirts as well. We could run it like a fundraiser the way Classified sold jackets. It was ultimately decided that we keep this as a future item for discussion and share with President Caruth to see if anyone wants to head this up or conduct a poll to see what type of swag people would prefer.

8.04 PG Committee Representation

- PDC (Professional Development Committee) is in need of a new faculty representative. Meetings are in person at the Conference Center on Mondays. Any faculty member may serve, they do not need to be a senator. Please bring this request back to your department.
- Oct. 26th is a self-assigned Flex Day. There will be a division meeting on this day. You are highly encouraged to participated but not required.
- Make sure you're attending meetings that you are a representative for. This is our professional duty, therefore you should have a good excuse for not being present.

9. Old Business

9.01 Lifetime Achievement Recognition

- Hold until next time. J. Lieser was not present to speak on this.

9.02 Faculty Spotlight

- Elissa added a full-time faculty member to one of the dates in Spring.

10. AS President's Report

10.01 OC Meetings Update

- Refer to reports in the agenda.

10.02 District Meetings Update

- Refer to reports in the agenda.

10.03 Board of Trustee Items

- Refer to reports in the agenda.

11. PG/Standing Committee Reports

11.01 Reporting Schedule: Fall 2022

- Oral reports will now be voluntary.
- E. Lawley reported from Student Equity and Success. This committee meets in the PAB Conference Room the first Wednesday of each month from 2:30 – 4pm. All are welcome.
 - They are working to remove the stigma associated with academic probation.
 - They discussed AB 367 that E. Zwaal is helping to push through CUDS, which concerns free and accessible menstrual products and gender-neutral restrooms.
 - GRANTS are now open.
 - The UTC and Career Center have several upcoming events – please inform students of dates.
 - We should have received an email regarding the Student Equity Plan. They are working to finalize this so it can be resubmitted in the next couple of days.

12. Other College Reports

- None given.

13. Follow-Up Items for Future Agenda

- None mentioned

14. Future Meeting Dates

14.01 October 24, 2022

14.02 November 14 and 28, 2022

14.03 December 12, 2022 (Tentative)

15. Past Meeting Dates

15.01 ~~August 22, 2022~~

15.02 ~~September 12 and 26, 2022~~

15.03 ~~October 10, 2022~~

16. For The Good of the Order

16.01 For the Good of the Order

- D. Newlow reminded everyone that sabbaticals are due this Friday. Please help spread the word to all faculty.
- This month is Disability Awareness Month. Take notice of the posters around campus showcasing students.
- Oct. 17 – 21 is Undocumented Student Action Week in the District. Look for great events being planned and share with students.
- D. McFadden asked teachers to encourage their students to take the Student Health Survey, which ends midnight Oct. 21. Numbers have been low this year. You may invite Deanna to your class to speak on this. Students can only access the survey through their email invitation. The survey includes questions on COVID. It take about 20 minutes to complete.

18. Adjournment

Acting President D. Ortiz adjourned the meeting at 3:39pm.