

Oxnard College Academic Senate (Monday, October 24, 2022)
Generated by Emily Zwaal on Monday, October 24, 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, Gloria Lopez, Lilia Ruvalcaba, Michelle Brownlee, Susan McDonald, Yong Ma, Tim Fontenette, Juan Pitones, James Harber, Della Newlow, Jeanette Redding, Teresa Bonham, Josh Lieser

Proxies: G. Lopez for Charles Ramirez, L. Ruvalcaba for L. Zsarnay, T. Bonham for Kari White

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

Senators Absent: Charles Ramirez, Tom Stough, Erin Lawley, Deanna McFadden, Kevin Corse, Kari White, Lois Zsarnay

Guests: Shannon Trefts, Celina Benavides-Black, Joel Diaz, Leah Alarcon

1. Call to Order

1.01 Call to Order

- Meeting was called to order by Academic Senate President Elissa Caruth at 2:01pm.
- Quorum was met.

2. Moment of Gratitude

2.01 OCAS Executive Team, OCAS Senators, ASG

- E. Caruth thanked the Executive Team for filling in while she was out the previous meeting.

3. Adoption of the Agenda

3.01 Adoption of the Agenda

- 1st motion to adopt: T. Bonham, 2nd motion: Y. Ma
- The Senate voted in favor to adopt the agenda.

4. Public Comments:

4.01 Public Comments

- S. Trefts announced a Career Exploration Day event scheduled for Tuesday, Oct. 25th, from 11am - 1pm in the PAB. Professionals will discuss their occupations and experiences with students, which is an important opportunity since students have not had many opportunities for interfacing with professionals. Representatives from the Nat'l Park Service, Boys and Girls Club, dental offices, and the manufacturing sector, among others, will be present. Please bring students to the event during classes. Lunch will be served at 12:30. Students can get lunch with a meal ticket if they come later.

5. Guests

5.01 President Oscar Cobian

- Acting President Dr. Cobian has now had several meetings with the Naval Base. They are looking to fill many types of positions in areas including logistics, engineering, and cyber security as they have been struggling to retain their employees (they traditionally hire out of state and the cost of housing here is a barrier). We are looking at how we can partner to create job opportunities that provide a living wage for our students. We'd like to create pathways for multiple areas such as logistics, business, accounting, and cyber security. There is a particular interest in focusing on logistics as our port brings in ships from all over. The Navy needs to retrofit their systems and teams are needed to plan for the ships' arrivals. We are looking at creating a logistics course. They are willing to assist with curriculum development and provide funding. We also want to streamline our engineering program to fit their needs. They are currently working with CSUCI and the Dept. of Defense. If we can secure a grant, this can help to build these programs between OC, CSUCI and the DoD. MC and College of the Canyons are already working with them for cyber security. We want to establish a partnership before any others sweep in, especially considering we are in close proximity. We used to offer classes at the base prior to Sept. 11th and they'd like to bring these back, as well as develop paid internships for OC students specifically. For starters, we will create a certificate program. T. Fontenette will be meeting with the Dean of Career Education, Dr. Rodriguez Lupercio, and VPAA Dr. Gonzalez to discuss this further next week. He will report back to the Senate. E. Caruth will add this to the next agenda. T. Bonham inquired if we could create a B.A. program. It's not a requirement for the job but a possibility. It could become part of the PACE program since it meets the core competencies for all bases across the nation. D. Ortiz noted that the position doesn't require an A.A. but is a lucrative career. She has a family member who followed that path and is doing very well.
- Pres. Cobian has open hours. He encouraged people to stop by and say hello. He has paletas and pan dulce!

6. ASG/Student Report

6.01 ASG/Student Report

- Club Rush had a good turn out. P. Lopez asked that anyone interested in serving as an advisor let her know.
- Thurs. Oct. 27th ASG is hosting a Halloween event in collaboration with TRIO from 6-8pm in the PAB Conference Room. Students need to RSVP.
- There will be a Dia de los Muertos event with OC and local high schools taking place outside of Condor Hall.
- Oct. 31st there will be a Halloween Extravaganza for faculty and student workers. She believes it begins at 11am but needs to confirm.
- Nov. 1 and 2 will be a Dia de los Muertos event for just OC students. They are hoping to get space in Condor Hall.
- Nov. 14th ASG will host a meet and greet with student athletes.

7. Action Items

7.01 Approval of the Minutes

- 1st motion to approve: Y. Ma; 2nd motion: M. Brownlee
- T. Bonham abstained (wasn't present for previous meeting)
- The Senate approved the minutes.

7.02 Vote to remain online or meet in person

- C. Mainzer made the 1st motion to stay online for November meetings; 2nd motion: T. Bonham
- The Senate voted 18/19 in favor (1/19 against)

7.03 Student Equity and Achievement Plan, final draft

- Dean Alarcon reported that the SEAP has been shared across campus and a lot of feedback was received. The State gave an extension to allow more time for feedback and review. She thanked everyone who contributed. The SEAP will now go through the approval process and then to the Board of Trustees in December.
 - D. Ortiz voiced a concern that we are overstating our Ethnic Studies course offerings. It's written in the SEAP as though we have an Ethnic Studies program but although we are building it, we don't yet have one. Some of the classes exist but we don't teach them. We

need the support of administrators going forward so we shouldn't frame it as though it's been done. T. Bonham asked that the Board respond to D. Ortiz's comment.

- L. Ruvalcaba motioned to accept pending changes after working with Dolores; 2nd motion: T. Bonham
- Motion was approved unanimously.

8. New Business

8.01 Treasurer's Report

- Nothing has changed since the last report. We still have a balance of approximately \$4,800.

8.02 8th Grade and Below Instructor Approval for Dual Enrollment

- J. Diaz spoke on dual enrollment. Every semester we evaluate the dual enrollment program for ways to streamline the process. We are now expanding to middle schools (8th grade and below). Any high school student can register for a class without instructor approval but 8th grade and below requires instructor approval. In District meetings they are proposing to remove instructor approval requirement for all students so there are no barriers to enrollment and to make it more equitable.
 - I. Edwards expressed concern about courses including content that is not appropriate for young students. J. Diaz noted that parents and high school counselors must agree before a student can register. Teachers are not required to change the course content for younger students. J. Lieser shared that his department has seen a recent surge of dual enrollment students where some classes are over 50% high schoolers. He postulated whether this changes the experience for adult students. D. Ortiz said she didn't receive anything as a parent when enrolling her high school daughter in dual enrollment courses (it's there, but hard to find). The consensus was that there needs to be further discussion before proceeding.

8.03 Master Calendar/Master Committee List

- A master calendar and committee list do exist, but we can do better to make them easily accessible. E. Caruth would like to make this happen and will try to learn more about the Master Calendar. She will look into posting the committee list on the portal. I. Edwards pointed out that someone would be needed to maintain the calendar, such as a Senate web tender. G. Lopez said she'd like a master calendar for outreach to know who's doing outreach in various areas of the college. It used to exist. D. Ortiz thinks we may have one in the library. We should ask Gilbert Downs about this.

8.04 CUDS & PDC Committee Members and Senator Vacancies

- T. Stough is unable to fulfill his role as a Senator for the Library and also his role on CUDS. PDC also lost a member as well. E. Caruth will ask if Bryan is willing to fill in for the Library. E. Caruth asked senators to bring these vacancies back to their departments to see if we can find people to fill in/replace these roles.

9. Old Business

9.01 AS Goal Tracking

- Unintentionally skipped over.

9.02 OCAS Thanksgiving Potluck and Community Building

- Senate and AFT are each able to provide \$200 for the potluck. T. Bonham asked that AFT be added to the event title so we know who all is sponsoring. E. Caruth is working with administration to see if they're in support of community building. Senators voted in a poll for their top two preferred dates and December 12th from either 2-3pm or 3-4pm received the most votes (11 and 6) out of 16. E. Caruth and L. Ruvalcaba will make an invitation and ask invitees to RSVP so the location and food situation can be determined (catering or potluck). They will bring back options to vote on next meeting.
- If anyone has games or wants to party plan, feel free to help by reaching out to E. Caruth and L. Ruvalcaba (or just email them ideas). D. Altman volunteered to help. D. Ortiz suggested having games and prizes.
- T. Bonham shared that AFT is planning a gift card drive with proceeds to go to Casa Pacifica. She suggested we also consider doing something to benefit our community such as a canned food drive or adopting student families.

9.03 PDC Committee Member

- PDC is in need of a representative. Please bring this back to departments.

9.04 Lifetime Achievement Recognition

- J. Lieser is meeting with CUDS at the Nov. 11th meeting. There has been a lot of support but we still need to determine details and go through the proper committees to get input. He will report back at our next Senate meeting.

9.05 Items for the OCAS Board Report

- Let Elissa know if you have any OC-related items to add to the Board report. She will be submitting the report in two days.

9.06 Faculty Spotlight

- Elissa shared the faculty spotlight list. Y. Ma declined to be spotlighted. T. O'Neil will replace her.
- E. Caruth asked whether we should start spotlighting students. There was concern this may be too much to tack on at the end. Others liked the idea but only if it's needed to balance out the report. It was also suggested to pick one time in the semester to focus on a student instead of a faculty member.

10. AS President's Report

10.01 OC Meetings and Information Update

- Addressed below in Item 11.

10.02 District Meetings Update

- DCAS (District Council on Administrative Services)
 - They are discussing moving to a tri-chair model to be more fair and inclusive. It would function like our tri-chairs. There was concern expressed that during times of trouble we can be out-voted.
 - We are in compliance with FON (Faculty Obligation Number).
 - They are forming a group that will be charged with determining what the reserves will be used for.
- DCHR (District Council on Human Resources): focused on goal setting.

- DCSS (District Council on Student Success): there was a focus on dual enrollment which J. Diaz discussed above.
- DCAP (District Council on Accreditation Planning):
 - They are creating action steps and are on target for accreditation.
 - The ACCJC revised their standards and they are in need of people to work on revisions.

10.03 Board of Trustee Items

- The meeting next month will be on Wednesday instead of Tuesday since the location will be used for polling. The report is in the agenda.

11. PG/Standing Committee Reports

11.01 Reporting Schedule: Fall 2022

- S. MacDonald will report from ARW instead of D. Ortiz, since she is not able to be present for most of the meetings.

11.02 ASG (ASG Officer)

- See written report in BoardDocs.

11.03 PDC (Cat)

- See written report in BoardDocs.

11.04 SESC (Erin)

- See written report in BoardDocs.

11.05 CUDS (Charles)

- E. Zwaal shared that 5 locations for gender-inclusive restrooms were approved. These will be shared with faculty and staff across the college once signage has been installed. They have also begun equipping restrooms with menstrual products. E. Caruth asked E. Zwaal to add this to the board reports.

11.07 TEC (Ishita)

- See written report in BoardDocs.

11.08 Budget (Susan)

- See written report in BoardDocs.

11.09 Curriculum (Shannon Davis)

- See written report in BoardDocs.

11.10 CPC (Ishita)

- The next meeting is Oct. 28th. The report from the previous meeting was submitted.

12. Other College Reports

12.01 Sabbatical (Della)

- C. Benavides-Black shared that feedback was provided to applicants. They now have up to 2 weeks to revise and submit revisions by November 1st.

13. Follow-Up Items for Future Agenda

- None noted.

14. Future Meeting Dates

14.01 November 14 and 28, 2022

14.02 December 12, 2022 (Tentative)

15. Past Meeting Dates

15.01 ~~August 22, 2022~~

15.02 ~~September 12 and 26, 2022~~

15.03 ~~October 10 and 24, 2022~~

16. For the Good of the Order

16.01 For the Good of the Order

- Nothing added.

17. Adjournment

17.01 Adjournment

- Adjournment by E. Caruth at 3:51pm.