

Academic Senate Executive Board	
Diane Eberhardy, President	Present
Linda Kama'ila, Vice President	Present
Della Newlow, Treasurer	Present
Amy Fara Edwards, Secretary	Present
Department	Senators
AFT Vice-President	1. Everardo Rivera, Present
Automotive Services	1. Kevin Corse, Present
Business Information	1. Alex Lynch, Present
Child Development	1. Noreen Berrington, Absent
CIS/Office Technology	1. Diane Eberhardy, Present
Counseling	1. Jose Vega, Present
Dental Programs	1. Armine Derdarian, Present
Public Safety	1. Robert Morris, Present
Law and Community	1. Lois Zsarnay, Present
Letters	1. Teresa Bonham, Present 2. Gaylene McPherson, Present ----- 1. Constantino Lopez, Present 2. PT Vacant
Library	1. Tom Stough, Present
Math	1. Mark Bates, Absent 2. Cat Yang, Present ----- 1. PT Vacant
Natural Sciences	1. Shannon Newby, Present 2. James Harber, Absent ----- 1. PT Vacant 2. PT Vacant

Part-Time Faculty Rep. at-Large	1. Vacant
Physical Education/Health	1. Thara Innocent, Present
Student Support Services (EAC)	1. Della Newlow, Present
Student Support Services (Health Center)	1. Deanna Flanagan, Absent
Student Support Services (EOPS)	1. Gloria Lopez, Present
Social Sciences	1. Linda Kama'ila, Present 2. Ishita Edwards, Present ----- 1. PT Vacant
Technology	1. Vacant
Transitional Studies	1. Kari Tudman, Present
Visual and Performing Arts	1. Amy Fara Edwards, Present
Non-Voting ASG Officer	1. Vacant

Non-Voting Faculty: Martha Munoz **Guests:** Many to honor Graciela plus Cynthia Herrera, Rojelio Vasquez

- I. Called to Order at 2:03 by **President Eberhardy**
- II. Agenda Adoption: 1st **Everardo Rivera** 2nd **Ishita Edwards** No Changes. Motion Carried unanimously
- III. Guest of Honor: Professor **Graciela Casillas**
 - A. The retirement of **Graciela Casillas** was celebrated with speeches about how much she means to the OC community. We were reminded what a powerful, assertive, and confident woman Graciela is!! Everyone agrees that she will be missed at the college because of her leadership. She is truly admired and the Academic Senate wishes her well for her retirement.
- IV. Public Comments:
 - A. **Jose Vega** will be the new chair of Counseling.
- V. Approval of Minutes from October 22, 2018 1st **Everardo Rivera** 2nd **Tom Stough** No Changes. Motion Carried unanimously **Amy Edwards** thanked **Linda Kama'ila** for taking the minutes at the last meeting in her absence.
- VI. SCFF: Dr. Cynthia Herrera
 - A. Senators were given three documents ahead of time via email and they are on the Senate webpage
 - B. **Dr. Herrera** was in attendance to offer a formal invitation to learn more about what the state Chancellors Office is up to. She presented their "Vision of Success." For example, they want

colleges to increase transfer by 35%, increase unit level for students, etc...As they are creating this at the state level, it is being pushed to the local level.

- C. They have created a "Launch Board" which includes matrices for age, ethnicity, and gender, etc....This replaces the "Scoreboard."
 - D. By December 15, 2018 the state wants a "commitment to commit to a plan of action" in place. The actual plan of action is due by May 31, 2018. We will be tying into our Strategic Plan. In January and February we will begin the writing and vetting process. This report was about what is happening. Faculty were told this was the process we are required to follow.
- VII. AS President Report (individual items raised)
- A. At State Academic Senate Plenary, they gave a vote of no confidence for State Chancellor Oakley.
 - B. Fall 2018 Final Resolutions are Now Available on the ASCCC Website.
 - C. OC is putting four sabbaticals forward to the Board. We will learn the names in January.
 - D. Senate will move to remove the Administrator seat from the sabbatical committee going forward. We thank Dr. Art Sandford for his work this year, however, in the future, this should be a faculty-led and chaired committee.
 - E. The Study Abroad event should be faculty lead in the future. To be discussed more in Spring.
 - F. Calendars: Academic Calendar issues discussed mainly in regard to hours. For example, Fridays have limited weeks and Monday only classes have limited meetings. We need a registrar on the committee. **Everardo Rivera** and **Shannon Newby** spoke to this issue. **Everardo Rivera** will invite **Steve Hall** as part of the negotiating team to our next Senate meeting. Also, a focus on Compressed Calendar and **Jose Vega** is sitting on the compressed calendar committee that is district-wide. More to come in spring 2019.
 - G. PDC discussed the issue with the Math travel fund issue that was raised as a result of **President Azari** vetoing the decision of PDC to approve all of the math people going to the Florida conference. The Senate would like to learn more about the monies and how it is negotiated; maybe **Mike Bush** should come to speak with us and give us specifics with the math. A long discussion about the academic role/faculty role in professional development took place.
 - H. The Senate agreed that we will have no December meeting unless something urgent comes up.
- VIII. Treasurer's Report: **Della Newlow** reports that we have \$3,221.64 in our budget. She also introduced a new form, the Academic Senate Benefit Form, which faculty would fill out to get funds from the Senate budget. We are vetting the form and the process now. Please make comments and bring them to the next meeting. Some Senators are concerned with the process and whether or not we would include an explanation with the form. Ultimately, this is something we are considering doing, please bring some feedback to the next meeting on the process and the form.
- IX. Committee Reports:
- A. PEPC: **Amy Edwards** reports that tomorrow is the last meeting of the semester where we will review the Multi Programs in teams. The review teams are starting to upload their completed forms into the specific program folders on SharePoint.
 - B. PBC: The next meeting will be Dec. 10, 2018 from 12:00-2:00 to review resource request forms.

- C. PDC: Report from **Cat Yang** via email to **Diane Eberhardy**: Just a quick PDC report....met last Monday, November 19, 2018. Discussed (1) self assigned flex for January 4, 2019 (send ideas to Oscar), (2) started to look at possible rubric for scoring travel proposals, (3) reviewed proposed activity proposal form for staff, and (4) District mini-grant (send ideas to Oscar).
- D. AFT: **Everardo Rivera** reports that some faculty suggested that we have the Thanksgiving week off because of a large amount of absentee issue. That is an on-going issue. They have Executive Board meeting coming up. They are planning a new Board member welcome/meet and greet.
- E. DE: **Diane Eberhardy** reports that you must be sure to update your skills and complete your training on time if you are teaching online courses. Contact **Laura Gentry** for help. **Shannon Newby** reports that the district has purchased access for the Canvas App, "Align," that reviews your shell and gives you feedback on where you are not meeting ADA compliance and it will give you feedback on how to fix it. They are looking for faculty who will help roll it out. Contact co-chair **Scott Wolf** for more details.

- F. Curriculum: From **Armine Derdarian**

Policy on a Single Reading for Program Modifications

In support of curriculum streamlining, the California Community College Chancellor's Office is merging substantial and non-substantial changes for all credit programs and renaming them "modified programs." These modified programs will no longer receive new control numbers nor generate new approval letters. Programs must often be modified to accommodate changes in courses, titles, units, and in the case of Career Education programs, changes in industry standards or requirements. In order to facilitate the modification of programs at Oxnard College in a timely manner so as to meet catalog deadlines, the Curriculum Committee will no longer require two readings to approve program modifications. Faculty will submit modified programs through the Curriculum Management System, they will be added to an agenda, and presented to the Curriculum Committee for comment and vote in the same meeting. If there are significant concerns with the proposed modifications, the program will be pulled from the agenda and not move forward. The program may be presented again on a subsequent agenda when the concerns have been addressed.

Policy to eliminate 5 year review of Special Topics and Experimental Course Umbrellas

Umbrella courses, such as Special Topics courses numbered R089 (non-transferable) and R189 (transferable) and Experimental Courses numbered R098 and R198 have been brought through the normal 5 year curriculum review process as we've transitioned all of them from paper course outlines to our course management system and aligned them with a common agreed upon format that allows faculty flexibility in creating specific courses under the umbrella. Now that all of these courses across the disciplines offered by Oxnard College are aligned in their format, there is no longer a need to review the common language on a regular basis. The umbrella courses are not housed in Banner, are not submitted to the state, and do not have control numbers. They merely act as placeholders in the catalog and serve as a guide for registrars, evaluators, and counselors at other institutions, indicating whether or not courses under the umbrella are transferable or not. Effective October 1, 2018, Faculty will no longer be required to revise and update courses numbered R089, R098, R189, or R198 on the five year

review schedule. In the future, should changes to the course outline of record be required, faculty will be notified of the required changes and new common language so that all existing umbrella courses can come through the curriculum review and update process simultaneously.

G. Honors: No report

H. Student Success: From **Marlene Dean**

AB 705 Math Facilitators' Report for November
October 30, 2018

- Attended October 12th AB 705 update workshop in Mission Viejo, held by CCCAA.
- Met with EOPS counselors to further clarify upcoming changes in math
- Met with EAC counselors to further clarify upcoming changes in math and to discuss possible changes to the Math Learning Skills class due to these changes.
- Finalized math placement recommendations for Fall 2019
- Math curriculum has been updated by the math department. All curriculum adjustments and creations are through second reading. This includes a new precalculus/trigonometry course, the updating of all prerequisites as well as the permanent courses for the corequisite support courses for Math 105, 115 and 106.
- Created and disseminated an information video & posters for the new corequisite model classes that are being piloted this spring
- Met with IE to explore data points needed and to discuss plan for collection of data in spring and for 2019 & 2020.
- Researching self-guided placement, which will be needed before the next semester.

In the works:

The math department will be developing a timeline for full implementation of new programs (What and when things need to happen in the next several months) Creation of a plan for self-guided placement for math

Submitted by **Elissa Caruth** to the Student Success Committee

AB 705 Facilitator – English Summary Report 11-7-2018

October Progress:

- English Multiple Measures in its 14th revision
- Working closely with EAC to include it on MM
- Working with Counseling on MM and visiting Counseling Division Meetings monthly
- Working with IE for future survey creations and administration
- Qualitative Perception Survey
 - Completed and awaiting results
- Co-requisite curriculum on BOT agenda for approval 11-13-18
- Attended CCCAA for information on assessment and creation of Informed Self-Placement

I. CUDS: **Della Newlow** reports that questions about food quality in the café is under review. Further, emergency response time is under 2 minutes and committee was questioning whether it is fast enough. The committee mentions that anything that comes up about emotional well-being/mental health about students, a BIT form should be filled out. Campus Cert training is coming up.

- J. LLR: Tom Stough reports that there was a meeting that took place. Nov 1. Tom will bring minutes to the next Senate meeting. *Kari Tudman* reports that there may be an emergency drill in the library scheduled soon.
- K. Sabbatical: Four people are being sent forward to the BOT from the committee.
- L. Update on Guided Pathways from **Shannon Newby**: Work group met November 19, 2018.
- Work group members continued discussion of proposed Career Clusters (aka Meta Majors) and what degrees should be included under each. At present there are eight consisting of: Arts & Communication; Business, Marketing, Law, & Public Policy; Building Technology, Computer Technology, & Automotive; Services & Safety; Science, Engineering, & Math; Education & Early Childhood Development; Health & Wellness; Culinary & Hospitality. The goal is to have students select a cluster based on interests such as, "I like to work with people," or "I like to work with my hands," so there is still much rearranging of where degrees will go.
 - The work group reviewed the budget, nothing was spent Fall 2018, and the draft announcement for Guided Pathways Professional Experts position. The work group will be looking for eight Experts (four teaching faculty and four counseling faculty) to work together and with discipline faculty and departments to create semester by semester guides for students on a particular degree path for the second half of the fiscal year (January to June 30). The Experts must be active participants in the work group and participate in monthly meetings (upcoming meetings will be 1/31, 2/28, 3/18, and 4/15 from 3:00 to 4:30). I am uncertain when the official request for Experts will be released or the amount of the stipend to be offered.
- M. Department Reports: **Kevin Corse's** (CTE rep) reports on ASCCC CTELC Committee Meeting from September 10, 2018 11:00am-12:00pm and October 16, 2018 9:00am-10:00am available upon request. **Email Sec'y Edwards or Senator Kevin Corse.**
- X. Good of the Order. **None**

Adjourned: 3:59

Respectfully submitted by **Dr. Amy Edwards** (Sec'y)