

OXNARD COLLEGE ACADEMIC SENATE MINUTES MAY 8, 2017

Academic Senate Executive Board	
Diane Eberhardy, President	Present
Vacant, Vice President	Vacant
Tom Stough, Treasurer	Present
Amy Fara Edwards, Secretary	Present
Department	Senators
ADS/Paralegal	1. Lois Zsarnay, Present
AFT Vice-President	1. Everardo Rivera, Proxy, Gloria Lopez
Child Development	1. Vacant
CIS/Office Technology	1. Diane Eberhardy, Present
Counseling	1. Graciela Casillas Tortorelli, Proxy, Gloria Lopez
Dental Programs	1. Armine Derdarian, Present
Fire Programs	1. Tami Crudo, Absent
Letters	1. Teresa Bonham, Present 2. Gaylene McPherson, Absent ----- 1 Constantino Lopez, Absent 2. PT Vacant
Library	1. Tom Stough, Present
Management	1. Robert Cabral, Absent
Math	1. Mark Bates, Present 2. Catalina Yang, Present ----- 1 PT Vacant
Natural Sciences	1. Shannon Newby, Present 2. James Harber, Present ----- 1. PT Vacant 2. PT Vacant
Part-Time Faculty Rep. at-Large	1. Vacant
Physical Education/Health	1. Vacant
Student Support Services (EAC)	1. Leo Orange, Absent
Student Support Services (Health Center)	1. Deanna Flanagan, Absent
Student Support Services (EOPS)	1. Gloria Lopez, Present
Social Sciences	1. Marie Butler, Present 2. Tomas Salinas, Absent ----- 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: Ishita Edwards, Genneah Figueroa **Guests:**, Dr. Kama’ila

- I. Called to Order at 2:10 by **President Eberhardy**
- II. Adoption of the Agenda: 1st **Teresa Bonham** 2nd **Lois Zsarnay** *Motion carried unanimously*
- III. Public Comment: **Tom Stough** asked faculty to please claim their old, outdated textbooks from the Circulation Desk at the Library. We need the room for expanding semester-long checkout texts on behalf of Letters Department.
- IV. Announcements:
 - A. VP Senate Position: **President Eberhardy** proposed that **Dr. Linda Kama’ila** be appointed as the Vice-President of the Senate. There was a discussion about the appointment and the process. There were no reservations by any senators. Welcome back to the team, Linda!
 - B. Senate Appreciation was given to **Tom Stough**. **President Eberhardy** thanked Tom for his work on the exec senate and presented him with a certificate and a gift card of appreciation from the Senate.
- V. Approval of Minutes (April 24, 2017): 1st **Armine Derdiarian** 2nd **Teresa Bonham** *Motion carried unanimously*
- VI. Policy Review: AP 4021: **President Eberhardy** reviewed the policy and asked if we need more discussion on the policy. We do. She added that the policy was talked about in the district committee and MC and VC agreed that we need more clear language, so we will all be bringing it back in the fall for more readings. The policy will be posted on the Senate webpage for your review over the summer.
- VII. Treasurer’s Report: **Tom Stough** reports we have \$3,581.92 accounting for retiree gifts, scholarship and direct dues payments from April 28 payroll.
- VIII. AS President’s Report
 - A. Canvas: See DE report below
 - B. Faculty Contracts: You should have received your summer and fall contracts through the new email “onbase” system.
 - C. Active Assailant Drill:
 - No one from the CUDS committee could remember the details of the plan. **Mike Ketaily** is working with Oxnard PD and Oxnard Fire and local district to train the college in how to handle an active shooter. There was a lot of confusion.
 - **VP Kama’ila** then spoke to senate with her knowledge of the actual plan. It started as surprise training. They were going to do one building at a time. They are trying not to have actual students involved and they don’t want it all over social media, so people won’t think it is real. It is hard to make it clear that it is a drill. **VP Kama’ila** clarified that the Oxnard Fire and PD have been notified, but are not involved in anyway. They have been told not to respond if anyone calls 911. There was fear associated with this because

what if there is an actual emergency. All of these reasons are why we called it off for now with more research and planning.

- Senate made a recommendation that we have a working emergency response system and make sure all emergency stuff is working. We need an intelligent system.
- We need training on power outage issues not just active shooters.

- D. Graduation: Wednesday, May 17th 6:00. Meet at the gym between 5:30 and 5:45. There was confusion about whether there will be dinner or not. No news on the dinner yet.
- E. Online student class evaluations: **Shannon Newby** said this came up at DE. This is a negotiated item so the union is in charge. We can develop documents to give to the union. **President Eberhardy** read an email from Bea Herrera that read: "What AFT prefers you state, in written form to the Senate, is that there is nothing in the union contract under Distance Education that addresses this issue raised on this evaluation process for online classes. However, in previous negotiations, then continue with what you copies down below...The issue raised..."
- F. Co-Chairs responsibilities: In the fall, **President Eberhardy** will be assigning the co-chairs for the PG committees. If you want to remain a co-chair, let **President Eberhardy** know. Make sure everyone is posting the minutes and the agendas. Please be aware that everything is on the Senate website and on SharePoint in terms of Senate documents.
- G. Faculty Offices: Is the Senate still responsible for this someone asks? Then a laugh takes over the room. **VP Kama'ila** states that office locations are decided by the Senate President and the Vice President of Academic Affairs. Discussion took place. **Dr. Ishita Edwards** is going to **Dr. Marie Butler's**. Policy has been the office stays with the department. When there are no more people in that department to take that office, then you choose from what is open. If the department is new, they get what's left. Then it works by seniority after that. Examples were given. New hires in Transitional Studies will be in the Library offices next year. Ultimately, you would start the process with an email to Senate President and VP of AA. **President Eberhardy** wants a list generated about who is in which office for emergency purposes. She will be working on this next fall.

IX. Committee Reports:

- A. PEPC: We reviewed Annual documents, we reviewed Resources Requests, we made connections to programs and budgets.
- B. PBC: There was discussion about whether there will be a meeting this week or not. We are in a holding pattern at this time. We then spoke about the 1.5 mil shortfall. **Linda Kama'ila spoke** about the money shortfall and the allocation model. So, who gets cut? Adjuncts especially in non-instructional areas (Library, Police Cadets, Culinary, etc...). No anticipated layoffs for fall. Next spring and the fall of 2018 it is more likely. Senators said long-term we need to think about 16-week schedule which could help with budget.
- C. PDC: Flex Day/Fall suggestions: 1. Emergency training/emergency plans for the classroom; 2. Senate retreat; 3. Revisit College-Hour.

- D. DE: **Ashley Chelonis** and **Shannon Newby** spoke about the Canvas switch.
- Deadline to switch to Canvas is June 30, 2017. Please make sure you have made the change by this date.
 - *Resources for Faculty* page on the website is the landing page for all of the information you need. There are also manuals there for students and faculty.
 - Strongly encouraging faculty to download their d2l archive (all of your content) to their desktop so they have their materials because they will not be easy to retrieve after June 30. For example, you may want your archive on your desktop so you can easily go back to previous grade books and other assignments. Ashley went through the process of how to do it. Talk to your Senate rep for the process or contact Ashley for more information.
 - Discussion took place.
 - Ashley offered to do workshops in department meetings.
 - Next Canvas training is May 22, 2017. An email for RSVP will go out shortly.
 - Ashley will also be preparing an email that will go out to all faculty through **President Eberhardy**.
 - Shannon Newby added that they are advocating that math faculty, **Jessica Kuang** be the lead contact person for OER books. She currently serves on the state committee for this issue. This would be a volunteer position. Just a reminder that next January, the sections that use OERs will be listed in the schedule. If you have questions, contact **Shannon Newby**.
- E. Curriculum: Co-Chair **Shannon Davis** distributed a document that reviewed the entire year in curriculum. She reviewed the document with Senate. She brought our attention to some of the AA-Ts because of the interdisciplinary nature of them. For example, the new Art History AA-T. Shannon answered questions and provided explanations.
- F. SPSC: **Amy Edwards**, tri-chair of SPSC, reports that our last meeting for the semester will take place this Monday, May 15 from 2:30-4:30. At this meeting, we will be wrapping up a good draft of the mission, values, vision, and initiatives which are all of the starting pieces of the plan. This summer the tri-chairs will be working on drafting the objectives and some possible strategies and anything else associated with the plan. We will present a draft during FLEX week and it will be the focus of the Mandatory Flex Day. Lastly, Dr. Edwards spoke about the student Charrette we are planning for fall.
- G. Student Success: They spoke about benchmarks and the goal statistics for success and retention.
- H. CUDS: From a written report from Everardo Rovera on May 9, 2017:
- Public Comment:
- Darlene will post all our agenda, minutes, and committee items on Share Point, include the Vault.
- New Business:
- *Active Assailant Drill:
- We had a lively discussion on this topic. Shannon Newby brought the Senate concerns to the meeting, we reviewed and discussed the pros and cons about the exercise. The concern that were discussed were: It is important to increase our survival instincts; understand the Run-Hide-Fight; the need to have a plan; Simulated:

no live fire; and concerns with social science departments with anxiety over active assailant drill. The Faculty/Staff have a right to opt out of the drill.

- AB 762 mandates that public school hold an emergency drill once a semester.
- The folks that participated in the emergency simulation have been given a 1 to 2 hour training from the Chief Justice, with a debrief after the drill.
- Chief Justice will hold Flex Day Emergency Preparedness for all colleges.
 - *Art on campus: Library/Condor Hall (discussion)
- Christine Morla talked about proper placement of purchase student art from previous and current OC President. Christine and Rainer will develop a proposal on how to display and hang art in the Library and Condor Hall, and throughout campus. Mike Bush mentioned that Bob Sube and Rainer Mack have been in conversation about having art installations in Condor Hall.

Old Business:

*Facility Update:

- The campus is looking good, most of M&O are preparing for graduation. Condor Hall is almost done with last repair issues, they will install a filtration system as soon all minor repairs are completed.
- Bob asked all faculty, staff and students to take a walk around the OC Stadium to view the OC garden.
- The soccer score board has been approved and soon will go out for bid. The dimensions will be 7ft by 20 ft.

*Campus Police Update:

- The OC PD is also preparing for graduation. There was no issues with last weekend 5 de Mayo celebration. The campus police participated in a simulation drill at old dental hygiene building.

*Student Concern:

- The committee praised our student leaders and student activity coordinator for improving campus life. They have created a lively campus culture at OC, we all appreciated their hard work and effort. There was a student concern with parking at Lot A and B. According to students, faculty and staff take up most of the parking spaces on these two lots, the student representative asked that faculty park in designated areas. The committee responded with parking space in Lot H and other available areas. Student will have massage therapist for students on Wednesday, from 11am to 1 pm. Also, they will have a drum circle on Thursday.

*Facility & Safety Concerns:

- The art department had a question about being phased-out from their current location. The idea was to relocate to a permanent, to build out SH once the district and OC determines that NH is not functional and needs to be demolished. The college will build an outdoor joint use facility for art program: an outdoor paint and rinse area and BBQ area for college use.

*Technology:

- The IT department is very busy, they 100 work orders, they have been prioritizing all order: 1. Student learning 2. Broken computers 3. Repair 4. Installation
- Safety tag system needs to be recalibrated, the vendor will visit campus to work on issues.
- June: Smart classroom upgrade.
- Condor Hall issues: Reluctant to do rework, but will prioritize most important work orders.

For good of the Order:

- OC PD Office Lopez will retire after 33 years of service, there will be a celebration on 24th of May at 11:30 am.
 - Darlene Inda will be graduating from OC next week; she will continue at CLU to pursue a BA in Psychology.
- I. LLR: Tom Stough reports that our last LLR Committee meeting will be held on May 15. However, we are looking forward to working with Letters and Transitional Studies Departments to greatly increase student access to semester-long checkouts of required textbooks. Thanks to Elissa Caruth for her leadership on these issues.
- J. AFT: No report
- X. Discussion: Items for next agenda: None for now, but this will remain a standing item.
- XI. For the Good of the Order:
- **Amy Edwards** spoke about the Speech Tournament in which we had over a 100 students who participated and we had a very successful student art show. She encouraged faculty to go see the work in the gallery before Thursday.
 - **Lois Zsarnay** reports that ADS had a very productive Prevention Week.
 - My Addictive Disorders Studies Prevention class in Fall 2016 decided to develop a plan for Prevention Week activities on Oxnard College campus. National Prevention Week is during our Final Exams week so the National Coordinator agreed that we could move it to the first week of May. Each day from 10 a.m. – 2 p.m. we had specific prevention topics with all 3 days having a general prevention theme.
 - Monday, May 1st: Youth Tobacco Use; Illicit Drug Use & Youth Marijuana
Tuesday, May 2nd: Underage Drinking & Alcohol Misuse
Wednesday, May 3rd: Prescription & Opioid Drug Misuse
 - Numerous Addictive Disorders Studies students volunteered at the event & were available to talk with their fellow students about Prevention, Substance Use/Abuse & resources for getting help.
 - We had several community service organizations that supported our college in this event:
Ventura County Behavioral Health, Marijuana & WEEDUI program
Oxnard College Student Health Center provided Quit Smoking & Tobacco Free campus information
Straight Up Improv/Reality Parties (Substance Abuse Jeopardy game & reality parties)
Clinicas del Camino Real (giving wellness information & doing Blood Pressure checks)
Oxnard College Campus Security (DUI Goggles)
Oxnard Police Department (with the DUI Car)
Project Safer (Alcohol policies & Opioid Overdose kits)
Aegis (Medication Assisted Treatment)
 - **Armine Deriardian** reports that we had a 100% pass rate of the National Boards.
 - **Teresa Bonham** mentioned the Soaring Condor is almost finished and will be getting it to us shortly. This is a collaboration with **Teresa Bonham** (ENG) and **Christine Morla** (ART).
 - **Genneah Figueroa** reports that Culinary went to competition and there were 7 schools involved and we placed 2nd.

- **Kari Tudman** reported that on April 28 we hosted a writing center a regional directors meeting and it was a huge success.
- **Linda Kama'ila** reports that there will be 6 new hires for fall 2017: Business, Sociology, History, Transitional English, English, and Culinary (and maybe FTVE assuming it is approved by Strong Work Force).

***President Eberhardy's** final wrap up....She thanked Linda for her years of service to the senate. She talked about her hard work and dedicated. The senators were very disappointed that Linda did not get the Vice President of Academic Affairs job, but we are thrilled to have her back on the team. Thank you Linda for being a mentor and guide to us all!

Meeting adjourned at 4:02.

Respectfully Submitted by,

Amy Fara Edwards, Sec'y



Three Full-time Faculty Retirees:

Left to right: Tomas Salinas (History), Marie Butler (Sociology), Jim Merrill (English)