

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, Present 2. Bret Black, Absent ----- 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. 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, Proxy Jose Vega, 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: Jacquelyne Ta, Josh Lieser, Catalina Yang **Guests:** Michael Sheetz

- I. Called to Order at 2:06 by **President Eberhardy**
- II. Adoption of the Agenda: 1st **Everardo Rivera** 2nd **Armine Derdarian**
Motion Carried unanimously
- III. Public Comments:
 - A. Senator **Teresa Bonham** brought forth a Letters discussion about Transgender students.
 - 1. Letters had some questions/comments such as the students' right to go by the name they identify by, rather than their legal name. Do we have any unisex bathrooms? If so, where are they and how many? Do students have alternative locker room in the gym? If not, why not?
 - 2. Senators discussed these questions and said that we *do* have a transgender bathroom in the Library, but it is behind the desk so they need to ask someone for permission. Senators agreed this is against the entire purpose of the unisex bathroom agenda. This is a problem and no students actually know where they are. These issues should be discussed at CUDS; **Della Newlow** will bring the issue to CUDS tomorrow. **Linda Kama'ila** will write up the resolution and send to **Teresa Bonham** to review and then brought to Senate again at the next meeting.
 - B. **Della Newlow** brought up the idea of a laundry area at the college to help students stay clean. She will bring the issue up at CUDS. She asked if we have a washer and dryer/showers? If they are students, they have access to these facilities. Senators discussed adding issues like these to a BIT form. The BIT is not just for literal behaviors, but things that interfere with them trying to be successful.
 - C. OC LIVE: **Amy Edwards** spoke about the second season of OC LIVE and asked that Senators please send students to the events. The next event will be very powerful for all instructors (not just students). It is on Thurs. Sept. 20 at 6pm. Please visit www.oxnardcollege.edu/oclive for event details and times/dates. All events are FREE to the entire community.
 - D. **Della Newlow** announced that the EAC has money for LS assessment testing for OC students. If you would like **Candice Wittkins** to come make announcements in your class, please email her directly. This is a great opportunity for students. She asked that faculty please refer students.
 - E. **Robert Morris** announced that we have an EMT 6-week late class. It is a beginning CPR class. Please bring this info back to your departments.
 - F. **Everardo Rivera** announced that AFT will provide food and drink at all future Senate meetings.
- IV. Guest Speaker
 - A. **Michael Sheetz**, new Executive Director of AFT, spoke to the Senate. He brings 15 years in union business as a past police officer, with law and business degrees. He is ready to dive in and support college reps and the team to make VCCCD as strong as possible. He is in the office Mon-Fri if you would like to contact him. Michael is also a FTVE adjunct here at OC! Congrats Michael!

- V. Approval of Minutes from August 27, 2018 1st **Teresa Bonham** 2nd **Everardo Rivera** Motion Carried unanimously
- VI. AS President's Report
- A. College Business: An issue in the Business department was brought to Senate attention. When **Robert Cabral** moved into the Interim Dean position, he was removed from two of his classes and replaced without following the hiring processes. Thus, we currently have two administrators teaching in the business department: **Robert Cabral** and **Cynthia Azari**. Senate was outraged by this news and was shocked that this happened without shared governance or without HR policy being followed. Senators knows the difficult with the hiring process at VCCCD and it was evident no policy was followed here; major state of California policy issues and procedures were broken. We also have two adjuncts that do not have the MQs for the classes they are teaching. We follow the state MQs. We cannot just put a new MQ into the curriculum because it fits retroactively. For example, we cannot add Accounting to the MQ COR if it is not an Accounting class. Senators discussed this issue at length and were very disappointed that this happened behind closed doors. Too many policies were bypassed and there will be more related issues that come into focus such as evaluations and possibly students' credit. How will the President of the college be evaluated as an instructor? What if a student files a grade grievance and the President and Dean are the ones to sign off on that? **President Eberhardy** did her due diligence once she verified she had the correct information. This issue is still ongoing. Administrators should not be allowed to hire themselves or evaluate themselves. Senators are writing a resolution and instructed **President Eberhardy** to take this issue to the BOT meeting tomorrow night. The resolution will acknowledge issues that arise such as future MQs, ARFs, and longevity to name a few. Overall, this is an accreditation issue and Senators were frustrated that this was an issue at all with plenty of time to hire some adjuncts. **Robert Cabral** took his dean position on August 1, 2018 giving him at least 20 days to complete a legal emergency hire. This motion is in action.
- B. Grading: Moorpark brought up the issue of brining the pluses/minuses back into grading at their Senate meeting. We discussed the pros and cons of this. The consensus was that OC would be in favor of bringing it back also.
- C. PDC: **Cat Yang** is going to be the new co-chair for this committee. This position will be up for election next year.
- D. Shared Governance: **Dr. Azari** will be sending out an email to establish work groups for the shared governance issues such as updating the manual. Each committee reviews their charge at the first meeting.
- VII. Sabbatical Committee: Senate discussed what we want to see in future sabbatical reports. VC follows the contract, MC has their own criteria above the contract because it is a bit more competitive, and OC decided they would also follow the contract. The main reason people were not sent forward last year was because they didn't answer the basic questions that come directly from the AFT contract. Advice for writing a sabbatical proposal includes: listening to feedback and following the contract. Mike Abram is the chair of this committee.
- VIII. Treasurer's Report – **D. Newlow**
- A. Current Budget: \$3,066.34
- IX. Committee Reports:
- A. PEPC: **Amy Edwards** reported out the dates for Annual and Multi reports. Annuals are due Oct. 9 and Multis due Nov 6. Please encourage faculty to come talk about their programs and listen to feedback. We will be discussing the Annuals at the Oct. 23rd meeting (2:00-4:00 in CH-312) and Multis will be discussed at the meeting on Nov. 27th (2:00-4:00 in CH-312).
- B. PBC: No report. They meet next week.
- C. PDC: **Cat Yang** reports they are meeting next month.

- D. **DE: Shannon Newby** reports that there is a new Canvas training coming up. OEI rubric was discussed at the meeting, which is a criteria rubric for evaluating Canvas courses. Some issues with evaluating faculty on Canvas took place. Senators discussed how the instructional technologist has a lot of power if they determine whether faculty keep their assignments or not.
- E. **Curriculum:** Armine Derdarian reported:

Curriculum Committee August 29, 2018 Report Out

<u>Deadline For Faculty to submit the new or revised course in CurricUNET:</u>	<u>Deadline for Chair and the Dean to review and approve it in CurricUNET in order for it to make the next agenda for 1st Reading</u>	<u>1st Reading Curriculum Committee</u>
8/21/18	8/22/18	8/29/18
9/4/18	9/5/18	9/12/18
9/18/18	9/19/18	9/26/18

- These deadlines apply to all courses submitted for review whether new, revised, or scheduled for 5 year review. Courses submitted in CurricUNET after 9/18/18 will not be added to a Curriculum agenda.

First Reading –

Career & Technical Education

ADS R117, ADS R119, ADS R120, EMT R069, FT R151, FT R152, FT R154, FT R161, FT R167, FT R170, FT R180,

Liberal Studies

Art R104A, ART R104B, ART R106A, ART R106C, ART R110A, ART R110B, ART R110C, ART R115A, ART R126B, ART R126C, ART R165, ART R180, EDU R122, ENGL R104, ENGL R189, ENGL R198, SPAN R103, SPAN R140, SPAN R141

Distance Learning Approval – ADS R117, ADS R119, ADS R120, EDU R122, ENGL R104, FT R152, SPAN R103, SPAN R140, SPAN R141

Requisite Approval

- A. Prerequisites/Corequisites – ART R104B, ART R106C, ART R110B, ART R110C, ART R115B, ART R126B, ART R126C, ART R165, ENGL R104, ENGL R189, FT R152, FT R154, FT R161, FT R167, FT R170, FT R180, SPAN R103, SPAN R141
- B. Advisories – ENGL R189, ENGL R198, FT R170, SPAN R102

Deletions/Deactivations – ART R115B, ART R156B

F. **Honors:** No report

- G. **Student Success:** **President Eberhardy** is the new co-chair of this committee and the format is changing. All Grant Directors will be scheduled every month to report out. All faculty are welcome to sit in on this committee. The following is a report submitted by Elissa Caruth: **AB 705 Facilitator – English Summary Report Submitted by Elissa Caruth to the Student Success Committee 9-5-18**

Activities for Summer 2018:

- Collaboration with Lilia Ruvalcaba on multiple occasions to discuss AB 705 and the mandates of the law
- Meetings with Dr. Azari and Mr. Vasquez
- Meeting with counselors and Math to learn about Math's multiple measures
- Research related to AB 705 and development of a guided self-placement assessment
- Attended the Curriculum Institute
- Coordinated flex presentation of RP Executive Director Dr. Darla Cooper and Vice Chancellor of Academic Affairs Dr. Alice Perez

Activities for Fall 2018 – August:

- Continued preparation and coordination for flex day event with RP Executive Director Dr. Darla Cooper and Vice Chancellor of Academic Affairs Dr. Alice Perez
- Meeting with office of Instructional Effectiveness to initiate and discuss data collection of co-requisite classes
- Meeting with Dr. Azari and Mr. Vasquez
- Meeting with Dr. Cobian and Dean Alarcon in Student Services
- Collaboration with counseling begun – request to be a standing agenda item on all General Counseling meetings
- Informal data collection and collaborative work begun with instructors teaching the co-requisite sections
- Guided self-placement development continued

The following is a report submitted by Marlene and Lilia:

Good Afternoon OC Academic Senate,

The ASCCC placement rules were published in July, 2018. The department adopted the math default rules for Math R101, R102, R105, R106, R115, and R116 at our first department meeting this semester.

Beginning fall 2019, OC will be offering only 1 level below transfer, Math R005, Beginning & Intermediate Algebra for Liberal Art Majors and Math R015 Beginning & Intermediate Algebra. Both courses are AA degree applicable.

At the next AS meeting, the math department will have a full AB 705 update.

Sincerely, Marlene & Lilia AB705 Co-Facilitators

- H. CUDS: The first meeting is tomorrow. **Della Newlow** is the Senate rep.
- I. ITAC: No Report
- J. LLR: **Tom Stough** reports that they met on Sept. 6. The new hire is **Ron Lacson** and his position is “Tutorial Services Specialist II.” His first day will be Sept. 24. He will be the lead for the Tutoring Center. **LLRC Committee Meeting Notes from Thursday, Sept. 6, 2018 3:30pm**
LLRC – Room 128
- **Study Skill Workshops:**
 - o **Mondays 2-3pm in Study Room**
 - o **Tuesdays 5:30 – 6:30pm in Writing Reading Center**
 - o **Cover note taking, growth mindset, stress management, etc.**
 - **Ordered Grammar Flip: helps tutors to become proficient with grammar basics to better assist students**
 - **Implementing Alma/Primo system: workers will be trained via webinars. Piloting for the district. Using this new system will search all databases for students.**
 - **OC Expo Sept. 12th 10am – 1pm. LLRC will table the event. Tom is requesting that we represent all of our services during this event.**
 - **LLRC Hours: M-Th 8am – 9pm (tutoring 9am – 9pm), F/S 8am-5pm (tutoring center 9am – 2pm)**
 - **Be sure to update websites**
 - **Will conduct an emergency drill so everyone knows where to exit and everyone doesn’t use the same exit**
 - **No soliciting policy – may not disturb students while learning in the library. Students from clubs, etc. may not solicit students while in the library.**
 - **LLRC is distinct from Student Services since we are part Student Services and part academics. In the process of creating a form for PEPC to use when evaluating the LLRC. The form we should that align with the PEPC Committee’s evaluation form. Program reviews due Oct. 9th to PEPC for Reference and Research (send to Luis by Oct. 2); Nov. 6th for Circulation and Tutorial Services (send to Luis by Oct. 30).**
 - **Circulation going well; have run out of some materials such as calculators, and textbooks for semester-long checkouts Eng 101, Eng 77 and Eng 85. Would like to request more for the future. Also in the process of hiring new student aides.**
 - **Pacifica HS ASL students checking out ASL textbooks on loan.**
 - **Working hard to promote literacy and reading for enjoyment. Emily recommended advertising the Stories Club and will email Tom, Luis and Lisa with the meeting date/time/place.**
 - **rlacson@vcccd.edu - Ron: Tutorial Services Specialist II. New hire working with Kari and Lisa in tutoring. AB 19 will now allocate funds toward tutoring. Ron’s office is located in the tutoring center.**
 - **Allowing Upward Bound high school students (Katie Pierce is coordinator) to use our tutoring center in hopes that they become OC students in the future.**
 - **Tutoring is on walk-in basis. WRC provides 30 minutes of assistance and then lets them stay in the center but no longer sits one-on-one. They will continue to check in on them though.**
 - **AccuTrack now being used for signing in. Students enter 900-#. Luis trying to create data graphs using the software.**
- K. AFT: **Everardo Rivera** reports that there is an election coming up and there are several candidates that AFT is endorsing. **Steve Hall** will be our new Chief Negotiator. Contact Everardo for a list of individuals AFT is endorsing.
- L. Sabbatical: See AS President’s report above
- M. Guided-Pathways : No report. Meeting is next week. **Linda Kama’ila** is the Senate rep.
- X. Senate Goals 2018-2019:
- A. Ensure the continued faculty leadership in Guided Pathways.
 - B. Focus on the budget and allocation model of the college.
 - C. Stay vigilant for issues related to shared governance.
 - D. Support AB 705 and be clear on academic freedom issues that result.
 - E. Continue to communicate Senate issues to the entire faculty clearly
- XI. For the Good of the Order: **Linda Kama’ila** reminded us that everything discussed here is public record. She also praised **President Eberhardy**, and the Senate agreed, that she is doing an amazing job of supporting faculty. Bravo Diane!

Adjournment at 3:58pm

Respectfully submitted, **Dr. Amy Edwards, Senate Sec’y**