

Oxnard College Academic Senate

MINUTES

Date: December 12, 2011

Members present and absent:

Academic Senate Executive Board	
Robert Cabral, President	Present
Linda Kamaila, Vice President	Present
Diane Eberhardy, Treasurer	Present
Amy Edwards, Secretary	Present
Department	Senators
Addictive Disorders Studies	1. Vacant
Business/CIS/Legal Assisting	1. Diane Eberhardy, Present
Child Development	1. Vacant
Counseling	1. Ralph Smith, Present
Dental Programs	1. Vacant
Fine Arts	1. Vacant
Fire Programs/T.V.	1. Vacant
Letters	1. Teresa Bonham, Present 2. Lynn Fauth, Present 3. Cecilia Milan, Present ----- 1 Pt Vacant 2. Pt Vacant
Library	1. Tom Stough, Present
Math	1. Cat Yang, Present 2. Maria Parker, Present ----- 1 Bill Greason, Present
Part-Time Faculty Rep. at-Large	1. Vacant
Performing Arts	1. Vacant
Physical Education/Health	1. L. Ron McClurkin, Present
Natural Sciences	1. Shannon Newby, Present 2. James Harber, Present ----- 1 Pt Vacant 2. Pt Vacant

Student Support Services (EAC, Health Center)	1. Della Newlow, Present
Student Support Services (EOPS)	1. Ana Maria Valle, Present
Social Sciences	1. Marie Butler, Present 2. Gloria Guevara, Present ----- 1. Pt. Vacant
Technology/CRM	1. Andrew Cawelti, Absent
AFT Vice-President	1. Jenny Redding, Present

Non-Voting Faculty: Jim Merrill, Jonas Crawford, Alan Hayashi, Ishita Edwards, Carolyn Dorrance, Gloria Lopez, Chris Horrock

Guests: Erika Endrojones, Oscar Machuca, Juan Smith

I. Call to Order

Academic Senate (AS) President **R. Cabral** called meeting to order at 2:39pm

II. Public Comments/Announcements

- **Juan Smith** thanked everyone who supported the programs and asked Senate to attend the Board meeting on Tuesday, December 12, 2011; His entire comment appears at the end of these minutes.
- **Ana M. Valle** congratulated the students who have made a difference and gave some examples of how students have made a difference in regard to the program cuts. She reminds the Senate that OC is loved in the community and we, as faculty, need to continue to support our programs at the Board meeting. She wants the Senate to continue to ask the Board, what is their vision for our campus?
- **President Richard Duran** gave his monthly address.
 - He wished everyone happy holidays and asked them to join him at his holiday reception on Thursday, December 15, 2011 where he would also be saying goodbye to those who are retiring.
 - He discussed how his program cuts email went out and reminded the Senate that there will still be another whole part announced in the Spring.
 - He was pleased to announce that the OC foundation will be donating \$200,000 a year for the next 5 years!
 - He discussed the full-time obligation number and then announced 5 new position additions for Fall 2012. The 5 positions will be 2 in Math; 1 in History; 1 in Math/Physics; 1 in Art History.

- Accreditation: He made a few minor corrections to the draft. He reminded the Senate that we had to report on 5 of the 7 recommendations. We'll come close to meeting all of the standards we were charged with, he says. The commission will meet on January, so when we get back we will have an updated report.
- He recognized some faculty for their work this semester including: **Amy Edwards** and the Speech Tournament, **Shelley Savren** and the Literature, Arts, and Lecture Series, PTK and **Dr. Dorrance** and **Dr. Buckley** with the outstanding student Amber McCollie.
- There was a question asked by **Gloria Lopez**: Why aren't you hiring counselors?
- **Dr. Duran** responded by saying "you will be getting **Graciela** next semester." He added, "Mainly because of the FTES issue. We want to make sure we don't go into a downward spiral. We need faculty that will help us maintain our FTES."
- **Dr. Duran** tells Senate we will have summer school similar to the offerings of last summer. MC and VC will have much limited summer offerings as well.
- **R. Cabral** announced that **Tami Crudo** will be the new Fire Academy Instructor replacing Paul Housdell's position and mentions that Senate will be moving to the LRC conference room next semester.
- Treasurer's Report: **Diane** reports \$1,455.37

III. Senate Action Items

- November 28, 2011 Meeting Minutes: 1st **Jenny Redding** 2nd **Maria Parker**
- 2 minor corrections: Approved with 2 abstentions

IV. Impact of Budget Cuts

- DCAS: no report; next meeting is December 15, 2011.
- Planning and Budgeting Council:
 1. **R. Cabral** told Senate that the original programs cut list was revised and 3 programs of the 8 were removed which are Auto Body, Auto Tech, and Business.
 2. **Alan Hayashi** provided the Senate with a Draft of the PBC motion voted on at the last meeting. The entire memo is posted at the end of these minutes. **R. Cabral** commented on the Reserves part of the memo and said the reserves concern was not a part of their PBC discussions.
 3. The Senate notices the President is acting opposite to the PBC reps and the Senate discussed whether they should request a written request from President as to why he didn't go with our recommendation?
 4. Some Senators said the President did give a rationale to PBC in his report out, yet many said they felt chastised because they were told they couldn't make recommendation #1 because it was illegal and for #2, he said the reps did not offer up any other programs. The President also said to the reps at PBC that after watching the DVD,

we need training in processing information. We need to learn to move forward and that facilitation doesn't allow for dialogue. Then Senators added that there isn't room for dialogue at PBC and we never got the full picture because of the lack of data.

5. A discussion about process and dialogue began.
 6. Some Senators asked if the President had other criteria why didn't he share it?
 7. Some asked how is our process working? Doesn't seem like we even need PBC since something is missing.
 8. **Vice President Kamaila** admitted that the President's actions were not perfect, but since he was first asked by the Chancellor to make program cuts, **Dr. Duran** has spent more time, more data, went to conferences. She says he essentially assigned himself homework and PBC was intended to be an extra bit of analysis.
 9. There was then a robust discussion about the PBC "Pre-Meetings" and the Brown Act. **Linda Kamaila** said we didn't "break any laws" because it wasn't a closed meeting, but we could have done better in promoting the meetings. We should improve our process and add more dialogue to PBC so there wouldn't be a need for a pre-meeting. In the future, if there will be a pre-meeting, it will be announced better.
 10. Discussion continued on Brown Act.
 11. Some PBC reps admitted that very little did come back from PBC to Senate and we must improve the communication. We don't hear from administrators or classified enough either.
 12. Senators commented that we need to continue to be fearless in an open process and be proud that our dialogue did in fact get heard. People should be congratulated that we insisted on a dialogue and we made some changes.
 13. **Jim Merrill** mentioned that from those people at the Pre-Meetings, there was a "no vote and no agreement." Thus, it is clear there was no collusion. People still asked for clarification at PBC.
 14. **Lynn Fauth** added that what we have here is a major step in faculty voice. We might not be listened to, but we did get "less bad" than what the President started with. Colleagues should be applauded.
 15. A final understanding was that no one seems to address anything at PBC so we need to keep calling for open dialogue and keep fighting for interaction.
 16. **R. Cabral** said that **Dr. Duran** is willing to support any changes PBC needs; he is open to hearing it.
- Program Effectiveness and Planning Committee
 1. There was no report to Senate from PEPC because it doesn't seem that we have any reps. We need representation.
 2. A discussion about the new hires began with mention that very few people put new hires in their PEPRs because with so many cuts

there was no way anyone thought the President would hire 5 people.

3. A Senator suggests that there should be something like “Headline News” on our portal that announces all shared governance meetings on campus with a “ticker” type of information such as “Today PEPC will be voting on the list of new hires...”
4. People on PEPC say the 5 hires do not reflect the list from PEPC.
5. Someone mentioned it was because of the different “pots” of money being used.
6. **R. Cabral** said the 6th position would be for the Accounting position now that Accounting is being cut.
7. Several comments made that these hires seem inappropriate at this time.
8. Some PEPC reps said that at the end of the meeting, they were demonized by the President because the cuts of programs weren’t enough savings so they need to go into classified, administration, and athletics.

V. Participatory Governance Committee Reports

- Campus Use, Development, and Safety Committee: no Report
- Curriculum Committee: **Teresa Bonham** reports:
 - Last meeting will be Wednesday, December 14, 2011.
 - At the last meeting they went through 92 1st reads; everyone on the committee really pulled their weight.
- Learning Outcomes Team Committee: **Linda Kamaila** reports:
 - The Deans were given list of who needs to turn in SLO assessments to Elumen.
 - Please do it now.
- Professional Development Committee: **R. Cabral** reports:
 - Early bird recommendations are being accepted. Due by December 22. The committee will be voting January 6.
 - Approximately \$9,000 in funding for travel
- Technology Committee: No Report

VI. Standing Committee Reports

- Accreditation Committee: No report
- AFT Report: **Jenny Redding** passed out a report which is posted after these minutes. She mentions that the District is trying to re-open the salaries and sabbaticals.
- Distance Education: **Teresa Bonham** reports that 3 new people have been approved to teach online and that there is some money for training.

- Sabbatical Committee: Ishita Edwards reports that the next meeting is December 19th . The Board will approve sabbaticals at the January meeting.
- Student Success Committee:
 - **Linda Kamaila** reports that Lisa Hopper has been charged with pulling data and nationwide norming. The President seems to be trying to get a baseline and will ask Karla for data/information at the next meeting.
 - **Gloria Lopez** mentions that ESL was discussed in detail at this meeting with a focus on ESL and English program student success rates. Gloria seemed to think it was a discussion about there not being a need to have ESL courses on campus.
 - Several Senators then interjected that these are 10+1 issues and this committee is only a standing committee so they should not be discussing these things in this meeting. Many were saying it seems like this committee now needs to become shared governance.
 - It was also mentioned that this committee takes place during Curriculum and PBC so a lot of people are unable to attend even if they wanted to.
 - The Senate agreed that we need to bring a resolution to object to this 10+1 not be circumvented in an ad hoc or standing committee.
 - **Chris Horrock** mentions that there must be qualitative data that is also used because if you start 2 levels below, it will take you longer so looking only at numbers doesn't work.
 - **R. Cabral** said he will take these concerns to the President during his one-on-one meeting.
- Transitional Studies: No Report

(District Committees)

- Report on DCHR
- Report on DCSL
- Report on DTRW

VII. Old Business

- Board Goals:
 - The Board Goals Task Force is looking at programs and their units to get justifications for those programs over 21 units. For the most part the committee is back to the drawing board asking Faculty about the goals and what ideas they have to meet those goals. The committee wants discussion to take place during department meetings about how to meet these goals.
 - **Shannon Newby** makes a point to this issue: Science was told they could not put English as a pre-req for their classes because that would take over the amount of allowable units, but she claims the students really need to be able to write clearly before succeeding in Science.
 - A discussion about student success and board goals continued.
 - There were some comments about Title V.
 - There were comments about having more effective tutorial/learning center.

VIII. New Business

- Hiring Faculty:
 - **R. Cabral** posed a question to the Senate: How important are letters of rec when on a hiring committee? Not everyone puts them in their packets. Are they seen as important?
 - Several Senators said yes they were very important.
 - Some mentioned issues with part-time faculty applying for full-time positions and not being allowed to get members of a particular department to write them letters.
 - Some Senators said there is a lack of respect when members on the committee don't read them.
 - Several Senators mentioned there should be a better set of criteria of what should be included in a recommendation letter.
 - Overall, the Senate seemed to agree that letters provide an outside viewpoint on the candidate which is good evidence for whether or not someone should be hired.

IX. Adjournment at 4:50pm by R. Cabral

- Next Meeting January 23, 2011
- There is NOT a meeting on January 9, 2011.

Supporting Documents

Juan Smith's Public Comment in its entirety:

I would like to publicly thank those of you have shown support during this past semester and have taken the time to make an effort to support our programs and our school. We would now ask you to do so at tomorrow night's meeting at 6PM at the District Administrative Center in Ventura.

From the moment we heard about the cuts, and after realizing our school no longer has a journalism program, we made it our role to play the part of broadcast journalists and advocate for all programs as well as expose our message to as many different audiences as possible. We've gone to all of the Board of Trustees meetings, several of these on-campus meetings, and have even gone to the City and to the County to ask for support and raise awareness. Throughout all of this, we have not stopped asking you for your support. However, time after time I sit at one of these meetings on campus and I hear some of you come up with viable solutions to this problem yet these solutions never reach the board's ears. Some people even try to give me messages to bring forward, but I have yet to see some of these very same people come up and speak at the Board meetings themselves. Then there are those of you of you have already come forward to advocate because you know the potential that this college has, and you know that if we can fight against these cuts we can make this college stronger and help it to better serve this community. That's what a community college is for, right?

There was a rally earlier today, brought to us by your union, and on the flyer for the rally I saw this quote:

"Students are our first priority. What's yours?"

It was nice to see how many faculty members decided to act on that belief, and again I'd like to thank those who were present.

In journalism, you need to expect that for every controversial topic you touch on there may be some sort of retaliation or backlash; but even though at the moment our specific program is still on the list for discontinuance, we see the removal of some programs from the list as our first victory and take pride in it. We set out to save programs, and we did, and we will continue to do so until we save Oxnard College. It is time for students and faculty to unite their voices and speak out against the cuts, and so I challenge you all to come the Board of Trustees meeting tomorrow night and speak during public comment in support of Oxnard College.

Juan Smith
Oxnard College Student

From Jenny Redding:

AFT EXEC COUNCIL NOTES

Meeting held December 9, 2011

1. Fall 2012 – Spring 2013 reluctantly approved, due to Spring Break's placement and subsequent inconvenience to students.
2. Bea Herrera received extra release time for her enhanced duties this semester.
3. Council voted to contribute \$250 from COPE fund to CAUSE, an organization designed to offer trainings to people in public leadership positions reflecting pro-union, pro-working families values. Council members volunteered to attend such a training next February.
4. Exec Council voted to get more information concerning the District's proposed reopener involving salary and sabbatical as the letter from Patricia Parham was too ambiguous.
5. Next Steward training set to occur on Thursday, Jan. 5th from 10 a.m. to 2 p.m. at UFW Camarillo Springs Road location in preparation for Board's special meeting on program discontinuation which will occur on Tuesday, Jan. 10th, from 5 to 5:30 p.m. Faculty presence needed at Jan. 10th Board special meeting, as well as the regularly-scheduled Board meeting on Tues., Jan. 17th, wherein the Board is set to vote on program discontinuations.
6. In preparation for rallies set for Mon., Dec. 12th at all three campuses and the rally prior to the Board meeting on Tues., Dec. 13th, assignments were made, responsibilities divided. Mike Scanlon, Part-Timer VP for Oxnard, and Labor Organizer Rudy Corral in charge of Oxnard College's rally.

7. Rudy Corral gave a Labor Organization Report. Draft AFT Local 1828 Goals and Objectives presented, discussed.
8. VP Reports from each campus given.
9. COPE Report given.

From Alan Hayashi:

The PBC Recommendation Regarding
Program Reductions & Discontinuances for 2012-2013

Considering:

- the PBC has been charged with the responsibility to state the Oxnard College position on Program Reductions and to recommend this position to the President;
- it was recommended that the evaluation and rank ordering of all the academic programs, and specifically the identified eight, be determined by the Program Effectiveness and Planning Committee (PEPCO), a standing Oxnard College committee. This committee's responsibilities include program review, but their findings were not referenced in the process nor were they consulted during the process. The recommendation was later rejected;
- the data requested by the committee necessary to determine a fair and judicious outcome has been staggered and piecemeal;
- the requested data often requires clarification and additional information resulting in more requests for more accurate, specific information necessitating more time, and more discussion;
- the initial four criteria used to determine the initial targeted programs were category titles that every program at Oxnard College would fall into at least one category if not all four;
- the analysis of the reasoning as to why these listed programs were targeted as opposed to any others at the College has not been forthcoming and the current justification does not correlate to the data presented to the committee;
- one program, Auto Body, upon further investigation does not meet one criteria element category;
- for a number of years to meet its funding restrictions, Oxnard College has been decreasing or eliminating programs [*e.g.* some recent programs no longer at Oxnard College include Journalism, Japanese, Theater, Performance Music, Electronics, Marketing, International Business, Hotel Management, Environmental Technology, and Engineering];

- these program reductions and discontinuances will result in virtual elimination of the Career and Technical Education instructional area and Performing and Studio Art from the college, following the previous decisions concerning languages and physical education;
- instruction includes Physical Education which encompasses Athletics;
- the Ventura County Community College District has stated that this exercise is not primarily a fiscal issue to meet an anticipated financial shortfall from the State, but even more so, a District enrollment issue where the District is targeting the excess, *unfunded FTES*;
- the target FTES decrease for the District is about 3300 with Oxnard College's share is about 369;

The Adopted Budget base FTES for Oxnard College of 4969 was reduced by 112 with the reduction of course offerings during the Summer 2011 term. The Fall 2011 semester shows a head-count decrease of 481 students or 6.06% compared with a decrease of 68 students or 0.17% at Moorpark College and 52 students or 0.38% at Ventura. The Spring 2012 section counts shows Oxnard College with a decrease of 183 sections or 25.2% drop from Spring 2011 compared with 164 section or 10.9% drop at Moorpark College and 91 sections or 6.7% drop at Ventura College. This disproportionate decrease at Oxnard College represents 34.5%, 51.3% and 41.8% of the District total decrease in the Fall 2011, Spring 2012, and Spring-to-Spring section decreases, respectively;

- the 12% decrease in FTES for Summer 2011 (on top of a 60.72% drop the summer previous), a 6.06% drop in headcount for Fall 2011, and a 25.2% drop in Section offerings for Spring 2012 indicates Oxnard College will meet its 2012-2013 FTES reduction goal this year without any other program reductions or eliminations;
- this catastrophic drop in FTES will help the District to meet its goal of reducing its unfunded FTES numbers District-wide, it will also result in Oxnard College FY2013 (2012-2013) allocation being significantly reduced due to its disproportionately huge percentage FTES decrease relative to the other two colleges;

the allocation decrease will necessitate significant cuts to the College and its operations in the Spring and Summer of 2012 to meet this new budget target;

- the Vice Chancellor of Business & Administrative Services stated at the 8 November 2011 VCCCD Board of Trustees meeting that the District must prop-up the Ventura College instruction program to maintain its Medium College Base Allocation State Funding Level and its corresponding FTES level;

- the District and College officials have stated that the Unallocated-Committed Reserves in the 2011-12 Adopted Budget cannot be considered as a reserve;

it is interpreted that this reserve is part of the revenue for FY2012, and as such is not anticipated to return to General Fund-Unrestricted Reserves;

of the \$6,223,019, only \$551,463 has been used, and according to the 2011-2012 Adopted Budget, with the *worst-case-scenario* of Tier 2 cut, the District projected portion would be about \$2,366,400, leaving \$3,305,156 additional carry-over to 2012-2013; *and*

- the projected savings from the elimination of these eight programs will only result in a savings of less than \$500,000 rather than the suggested \$1,800,000, discounting any loss in the allocation model from the decrease in FTES;

Based upon the information available to and the imposed time constraint on the Planning and Budget Council,

It Is Moved That:

1. the Planning and Budget Council recommends that Athletics and Television Production/OCTV be considered as part of the instruction component of the college and as such be considered within the scope of the academic program reductions and discontinuances; *and*
2. since additional 2012-2013 reductions to the instructional portion of the College would be disabling to the College, its funding allocation, its mission, and its service to its constituents and community, the Planning and Budget Council recommend all instructional section cuts, program reductions, and program discontinuances be removed from consideration; *and*
3. the Oxnard College position be that the instructional portion of the 2012-2013 budget deficit at Oxnard College would be covered by the remaining closing balance of the Unallocated-Committed Reserves in the 2011-12 Adopted Budget (projected to be about \$3,000,000). PBC reiterates that the amount of the Unallocated-Committed Reserves in the 2011-12 Adopted Budget used will be no more than the amount of the College cuts associated with the savings for the instructional-based programs.

The intent of Item #1 was that since OCTV and Athletics are connected to academic programs and are taught by faculty hired to support the programs, they should be considered as part of the instructional portion of the College.

The intent of item #2 was since the savings were not amounting to the \$1.8 million designed for instruction and the loss of FTES would push the College below the target FTES floor, the College could not afford to delete programs especially those with valid “productivity numbers.”

The intent of item #3 was the District position, presented to the council, is that the Unallocated-Committed Reserves in the 2011-12 Adopted Budget cannot be considered part of the reserves. Further, \$551,463 has been used and, in the worse-case-scenario, has been anticipated to decrease the revenue by \$2,366,400, leaving \$3,305,156 additional carry-over to 2012-2013. Because it is purported that this is part of this year’s revenues, the motion directs the College position to be stressed and advocated with the Chancellor, the District, and the Board, that the remaining funds at the close of this year should NOT return to the reserves but rather should be used to address the Instructional portion of the shortfall.