

**Oxnard College Academic Senate
MINUTES
Date: December 6, 2010**

Members present and absent:

Academic Senate Executive Board	
Robert Cabral, President	Present
Linda Kamaila, Vice President	Present
Hussein Fahs, Treasurer	Present
Jeannette Redding, Secretary	Present

Department	Senators
Addictive Disorders Studies	1. <i>Vacant</i>
Business/CIS/Legal Assisting	1. Diane Eberhardy, Present
Child Development	1. <i>Vacant</i>
Counseling	1. Ralph Smith, Absent
Dental Programs	1. Richard Enriquez, Absent
Fine Arts	1. <i>Vacant</i>
Fire Programs/T.V.	1. Paul Houdeshell, Absent
Letters	1. Jim Merrill, Present 2. Lynn Fauth, Present 3. Elissa Caruth, Absent ----- 1. <i>Pt Vacant</i> 2. <i>Pt Vacant</i>
Library	1. Jeannette Redding Proxy for Tom Stough
Math	1. Catalina Yang, Present 2. <i>Vacant</i> ----- 1. Bill Greason, Present
Part-Time Faculty Rep. at-Large	1. <i>Vacant</i>
Performing Arts	1. <i>Vacant</i>

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Physical Education/Health	1. Ron McClurkin, Absent
Natural Sciences	1. James Harber, Present 2. Chris Mainzer, Present ----- 1. Vicki Thon, Absent 2. <i>Pt Vacant</i>
Student Support Services (EAC, Health Center)	1. Mary Jones, Present
Student Support Services (EOPS)	1. Ana Maria Valle, Absent
Social Sciences	1. Marie Butler, Present 2. ----- 1. <i>Pt Vacant</i> 2. <i>Pt Vacant</i>
Technology/CRM	1. Andrew Cawelti, Absent

Non-Voting Faculty: Monica Valencia, Gloria Guevara, Ishita Edwards, Carolyn Dorrance, Chris Horrock, Erika Endrijonas and Richard Duran.

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline/ Assigned to:	Under 10+1 (if applicable)
Call to Order	Academic Senate (AS) President Robert Cabral called the meeting to order at 2:35 p.m.			
Additions to the Agenda	The agenda was approved as presented (1 st L. Fauth; 2 nd C. Yang).			
Public Comments/Announcements	—R. Duran discussed the following updates/highlights: <ul style="list-style-type: none"> To Amy London and students who participated in the Speech Tournament, 			

Congratulations!

- To C. Mainzer and students who participated in the GeoBowl, Congratulations!
- Re the preliminary Accreditation Report, it appears that the written Report is more severe than was indicated by the visiting team's oral exit interview especially with regard to meeting Standard IB which has been deemed "not met."
- The draft Mission Statement from PBC is going forward to all constituency groups with the hope for PBC approval in January and ultimate forwarding to the Board soon thereafter to be included in the new *College Catalog*.
- Regarding Oxnard College's FON (Faculty Obligation Number), S. Johnson has informed the President that our number is now at 6. The President informed the Senate that hiring for the following positions will commence, namely: Physics, Math, History, Legal Assisting, and two replacement counselor positions.
- Regarding the status of the State Budget, we are now at a \$25.4 Billion deficit, \$6 B for this year and \$19 B for next.
- The President's Holiday Reception will occur on Wed., 12/8 from 11:30 to 1 p.m. in the College Cafeteria.

A Question and Answer session followed with M. Jones requesting further explanation/clarification per IB. R. Duran forwarded the team's comments stating

<p>that there is not enough data analysis occurring leading to documentable change and that data gathering and analysis has been inconsistent. Also, long-range planning seems lacking, including the assessment and evaluation of our committee activities. R. Duran stated that he thinks such assessment and evaluation is occurring but that we failed to document such activity in an easily-accessible manner for the visiting team. G. Guevara noted that there needs to be more linkage between and among committees focused on student success, namely the Student Success Committee, Transitional Studies Committee, and the Learning Outcomes Committee as well as the correlative Student Services Committees. R. Duran agreed that our linkages need to be clearer and stronger. He is holding a Deans' Retreat in January and also meeting with the Accreditation Committee in January to address issues such as these. L. Kamaila emphasized that from her attendance at a WASC training on SLOS that there is a vast difference between what is happening on stellar campuses (e.g., Palomar) and what is happening on our campus. She noted that there needs to be more dialogue on rubrics and that faculty should be sent to formal trainings such as the one she attended. R. Duran noted the WASC proficiency deadline of 2012 and stated that he expects we will have follow-up</p>			
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visits and/or reports from the accreditors which should serve as an intense motivation for progress in this area.

On a separate issue, C. Dorrance asked what policy is in place to address the large number of students who will be unable to enroll. R. Duran stated that we are working within our current budget and that aside from accommodating larger classes, no other specific policy is in place.

—R. Cabral announced that T. Barth is receiving an award from Assistive Computer Technology for improving the quality of life for people with disabilities to be awarded December 7th at Spanish Hills Golf & Country Club in Camarillo.

—L. Kamaila reminded the Senate that webinars regarding SB 1440 will occur before the end of the year and advised that interested faculty attend.

—R. Cabral recognized M. Valencia attending on behalf of the *Student Voice*.

—M. Jones noted her receipt of an e-mail from the Chancellor regarding limitation on provision of health services to students.

M. Jones was instructed to immediately refer students to their primary care physicians. She noted the immediate impact that will occur for students suffering from: Asthma, High Blood Pressure, Diabetes, and any mental health issues wherein students will be limited to 4 visits. For students who have no primary care

<p>physician, no health insurance, and no money, the impact will be the most severe. M. Jones explained that the motivation for this decision involved limiting District liability. G. Guevara asked M. Valencia to note this topic as a possible article for <i>The Student Voice</i>, as the issue is District-wide. L. Kamaila suggested M. Jones talk to the Oxnard College Foundation. J. Merrill suggested that the lack of following any kind of process in this decision-making should be brought forward to DC SL.</p>			
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<p>Senate Action Items</p>	<p>—November 22, 2010 meeting minutes were approved with the minor edit of changing the date from November 8 to November 22 (L. Kamaila 1st; D. Eberhardy 2nd).</p> <p>—OC Mission Statement Recommendation from PBC was accepted after minor refinement, namely, reverting to the original verb “promotes” versus “offers” and reverting to “inspires students to succeed” versus “inspires students for success in achieving” (J. Merrill 1st; L. Fauth 2nd). There was some question as to process following change of the draft, in other words, will the revised document be forwarded to the campus community for approval? R. Cabral will bring this process question to PBC and report back to the Senate in January.</p> <p>—Senate Secretary Nominations: With no names coming forward at this time, R. Cabral explained his intent to open this opportunity up to part-time faculty.</p>	<p>R. Cabral to bring process question back to PBC with regard to refined Mission Statement draft from the Senate today.</p> <p>R. Cabral will open up the nominations for Academic Senate Secretary to part-time faculty.</p>		
<p>Impact of Budget Cuts</p>				
<p>DCAS</p>	<p>—R. Cabral gave no report as the next meeting is scheduled for 12/16/10.</p>			<p>#6 District and College Gov. Structures #10 Processes for Institu. Planning</p>
<p>Planning and Budgeting Council—</p>	<p>—No report given as no meeting held since the last Senate meeting.</p>			<p>#6 District and College Gov.</p>

<p>Marie Butler/Robert Cabral</p>				<p>Structures #10 Processes for Institu. Planning</p>
<p>Program Effectiveness and Planning Committee— Robert Cabral</p>	<p>—PEPC has been continuing with its Program Feedback sessions with 25 having been completed out of 32. R. Cabral also noted that a New Resources Request Form is up for PEPC’s consideration at its first meeting in January.</p>			<p>#4 Educ. Prog. Development; #9 Program Review</p>
<p>Individual Departmental Reports—</p>	<p>No reports given.</p>			
<p>Participatory Governance Committee Reports</p>				
<p>Campus Use, Development, and Safety— Mary Jones</p>	<p>—No report given. The following issues were raised to be taken back to CUDS, however:</p> <ul style="list-style-type: none"> • People stopping inappropriately at the intersection in front of the LS Building causing a potential traffic and pedestrian hazard; • Sidewalk cracks remain with cones having been removed by M&O personnel; and • Some appropriate drop-off point should be arranged to accommodate buses (e.g., the shuttle for CSUCI) as well. 			<p>#10 Processes for Institu. Planning</p>
<p>Curriculum— Jenny Redding</p>	<p>—J. Redding noted that the next Curriculum Committee meeting is Wed., December 8th, and that processing of curriculum goes on apace.</p>			<p>#1: Curriculum</p>

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<p>Learning Outcomes Team— L. Kamaila</p>	<p>—L. Kamaila noted LOT meets tomorrow and highly recommended that departments make sure their representative is in attendance.</p>			<p>#4 Educ. Prog. Development</p>
<p>Professional Development Committee— Robert Cabral</p>	<p>—No report given.</p>			<p>#8 Policies for Faculty Prof. Development</p>
<p>Technology Committee— Linda Kamaila</p>	<p>—No report given.</p>			<p>#4 Educ. Prog. Development;</p>
<p>Standing Committee Reports</p>				
<p>Accreditation Committee— Jim Merrill</p>	<p>—This Committee will most likely meet on January 7th following the Department Chair meeting. R. Cabral noted the need for an additional Academic Senate representative to this Committee.</p>			<p>#7: Faculty roles and involvement in accreditation</p>
<p>AFT Report— Mary Jones</p>	<p>—M. Jones stated that COPE is interviewing the four candidates up for B. Huber’s vacated Board position. R. Cabral further noted that the Board is interviewing these candidates on 12/13/10 at 5:30 p.m.</p>			
<p>Distance Education— C. Mainzer</p>	<p>—C. Mainzer stated that at the last meeting of the DE Committee, the Committee reviewed the progress it had made on its goals for the</p>			

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	<p>year so far, completed the new Distance Education Appendix for presentation to the Curriculum Committee, and reviewed its goals for the remainder of the year. D. Eberhardy further noted that an online faculty peer group will be meeting monthly to assist faculty teaching online.</p>			
<p>Sabbatical— Chris Horrock</p>	<p>—C. Horrock stated that the finalizing of the sabbatical list should occur with the District this week. R. Cabral stated that he thought there were fewer sabbatical proposals coming forward from one of our sister campuses which might allow for approval of an alternative proposal from our campus.</p>			
<p>Student Success Committee—Linda Kamaila</p>	<p>—No report was given.</p>			
<p>Transitional Studies Advisory Committee— Jenny Redding</p>	<p>—J. Redding distributed draft minutes from the Committee’s November 29th meeting highlighting the fact that the Writing Center Proposal is not being implemented; the extensive discussions occurring with regard to planning for The First Year Experience; and the attempt to enhance the research portion of the Committee’s Action Plan as we currently lack a campus researcher. C. Dorrance inquired as to the function and membership of the Transitional Studies Committee. J. Redding answered questions, but it was apparent the Senate wanted to have a personal visit from M. Bates, the new Basic Skills Coordinator, for an update in January.</p>	<p>M. Bates to come to the Senate to answer questions regarding TS Committee’s Action Plan and Budget.</p>		<p>#4 Educ. Prog. Development; #5 Policies regarding student prep. and success</p>
<p>Treasurer’s Report— Hussein Fahs</p>	<p>—H. Fahs reported that the balance for the Senate remains at \$989.07.</p>			<p>#10 Budget Development</p>

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<p>District Committees</p>	<p>All district committees meet the fourth Thursday of each month.</p>			
<p>Consultation Council— Robert Cabral</p>	<p>— No report was given.</p>			<p>#6 Dist. and College Gov. Structures</p>
<p>DCHR— Robert Cabral</p>	<p>—R. Cabral distributed the last meeting’s agenda and minutes for the Senate’s review. He noted that AP 7700 re Whistleblower Protection will be on the agenda for vote in January and that only one equivalency issue remains here on campus. J. Merrill asked for clarification that the fourth bullet on the agenda, namely, “Update on Development of Report Showing Course Minimum Qualifications in Banner and/or CurricuNet,” referred solely to VC’s practice of not including the disciplines list on its CORs. R. Cabral confirmed this observation. L. Fauth inquired as to the third bullet agenda item, namely, “AP 7205 Employee Code of Ethics.” R. Cabral stated that the ad hoc committee charged with refining this draft AP is meeting this month and that said draft will be presented to DCHR in January. Oxnard College’s campus representative is Evangeline Vacca and R. Cabral will ensure that the Senate remains informed.</p>	<p>R. Cabral to keep the Senate informed with regard to AP 7205 Employee Code of Ethics.</p>		<p>#6 District and College Gov. Structures</p>
<p>DCSL— Robert Cabral</p>	<p>—No report given</p>			<p>#6 District and College Gov. Structures #10 Processes for Institu.</p>

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				Planning
DTRW— Jenny Redding	—No report given.			#1: Curriculum #2 Degree & Cert. Requirements
Old Business				
Chemistry and Physics A.S./ A.A. Degree Programs – E. Endrijonas	—E. Endrijonas gave an update with regard to progress on the Chemistry and Physics A.S./ A.A. Degree Programs stating that C. Inouye has been making progress and is 85% of the way toward completion. There is some problem with regard to uploading the most updated CORs into the State CurricuNet system along with required signatures, but that is all that remains. E. Endrijonas again apologized for the delay citing personnel change at the dean level coupled with a change in the system at the State level. She stated that she foresees no problem with program approvals.			
New Business	None			
Adjournment	—The meeting adjourned at 3:55 p.m.			

Respectfully submitted,
Jeannette Redding, AS Secretary