

Oxnard College Academic Senate

MINUTES

Date: November 26, 2012

Members present and absent:

Academic Senate Executive Board	
Linda Kamaila, President	Present
Robert Cabral, 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. Kim Karkos, Present
Counseling	1. Graciela Tortorelli, Present
Dental Programs	1. Vacant
Fine Arts and Performing Arts	1. Vacant
Fire Programs/T.V.	1. Vacant
Letters	1. Teresa Bonham, Proxy Gaylene Croker, Present 2. Gaylene Croker, Present ----- 1 PT Vacant 2. PT Vacant
Library	1. Tom Stough, Present
Math	1. Cat Yang, Present 2. Vacant ----- 1 PT Vacant
Part-Time Faculty Rep. at-Large	1. Vacant
Physical Education/Health	1. L. Ron McClurkin, Present
Natural Sciences	1. Shannon Newby, Proxy Cat Yang, 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. Gloria Lopez, Present
Social Sciences	1. Marie Butler, Present 2. Gloria Guevara, Present ----- 1. PT Vacant
Technology/CRM	1. Vacant
AFT Vice-President	1. Jenny Redding, Present

Non-Voting Faculty: Alan Hayashi, Jonas Crawford, Carolyn Dorrance, and Chris Horrock

Guests: Erika Endrijonas

*Prior to 2:20 call to order **GUEST Terry Cobos** spoke about new online fieldtrip procedures.

I. Called to Order by President L. Kamaila at 2:20pm

II. Minutes (10-22-2012 meeting): 1st Jenny Redding 2nd Robert Cabral. No changes. Motion carried.
After the meeting, Tom Stough made a correction to the 10-22-2012 minutes: VHS tapes are leaving the library, but are going to become the property of academic DEPARTMENTS.

III. Guests

A. **Dr. Duran** gave his monthly report/updates

1. Prop 30 passed! He is still requesting that Engineering Technology be eliminated. No other programs will be eliminated, but nothing will be coming back either.
2. New BOT Larry Kennedy will be sworn in December 11. He will, therefore resign as OC Part-Time Business instructor.
3. Accreditation. Two visitors came and conducted interviews with several OC staff. They also visited the Board meeting and we are now waiting for their report. We will find out our status in late January.
4. Phi Theta Kappa induction took place: 65 new members plus 35 current; thus, 140 total members.
5. A redesign of the portal is currently taking place.
6. The Theatre Club is hosting a stand-up comedy night. Tickets are available at the SBO for \$5.00 pre-sale and \$8.00 at the door the night of the show. There is also a military discount of buy one, get one free. Our students will be running the front of house and backstage.
7. On December 5, Dr. Moore is hosting an Entertainment Panel on our campus that is open to students and the public from 6:00-8:00. Tickets are free, but limited. If you would like some tickets for yourself or students, please see Dr. Duran who will distribute them.
8. The Sociology Club is hosting an author for One Book/One Campus on Wednesday December 5th from 12-1:30. The author is Luis Rodriguez who has written a second book on his life in gangs of Los Angeles.
9. OC will be fully integrated in the Holiday Parade this Saturday, December 1st. Several athletes and staff will be participating.

B. **Robert Cabral:** He demonstrated how to upload PDC travel documents to the PDC SharePoint file.

C. Vice Chancellor Sue Johnson:

- **Linda Kamaila** distributed a handout titled “Comparison of District Office/District Wide Services in Multi-College Districts” and then introduced **Ms. Johnson** who explained how the district money is allocated in a very general sense. She explained that the district office is funded at a percentage.
- She mentioned that DCAS reviews the allocation model every year. She mentioned that because OC is smaller, we have more difficulty than other campuses since running a larger campus like Moorpark is easier to run.
- She claims, the district office monies are challenging to understand since we are not as centralized as some districts. She says, in building our model other districts were reviewed. We are not the least centralized either, however.
- Several jobs have been pushed back to the colleges who can’t fully support them either. EVPs have the most increased workload and from an efficiency standpoint, she explained how some department work. For example, there are currently 4 people in payroll for the entire district. If this were pushed back to the individual colleges, it would take more than 4 people.
- Overall, the district office is asking for a financial increase of 0.5%. This would take their current percentage of 6.64 to 7.14. She says, we are not heavy on the district office side. Oxnard would take about an 18 % of the cut in order to give the district this extra funding. The monies would flow proportionately through all 3 colleges. How cost will be specifically distributed is unknown.
- Overall, the District office is asking for a redistribution of funds from the colleges to the district office.
- She answered some questions from Senators.
- Senators agreed that we are having a \$113,000 discussion (18% of the .5% increase).

IV. Reports

A. AS President’s Report:

- **Linda Kamaila** explained the essay contest she is hosting in support of Theatre club event and campus events overall. See supporting document #1 at the end of these minutes.
- She mentioned Phi Theta Kappa and the possibility of these members receiving early registration. Another senator mentioned that note takers should also be considered for early registration.
- A team from OC will attend the Senate Leadership session on Saturday, December 1st. The team consists of **Kevin Hughes**, **Diane Eberhardy**, and **Linda Kamaila**.
- DCAS:
 - She reviewed what happened in terms of the allocation model change discussions. Moorpark Senate President argued for an increase to Moorpark and Ventura with about a 600,000 loss to OC. The monies would come out of the state allocation. Linda does not think this will make it to the Board because there was not a lot of support, if any.
 - Re: Sue Johnson district office money discussion: PBC recommended a plan be submitted in writing before deciding whether the district monies were in fact necessary and would be supported by OC Senate. The Senate concurred with this plan and awaits the district office plan in writing.

B. Treasurer’s Report: \$1,638.80

C. PBC

- **Jenny Redding** distributed a proposal and justification authored by Alan Hayashi (See supporting documents 2 and 3 at the end of these minutes) which discusses not hiring a new Liberal Studies Dean. Linda began a discussion about how we can oppose the hiring of this position. There was also a discussion about the pros and cons of this action. Friendly amendments were made and there was unanimous consent to put it on next month's agenda for second reading. Motion: 1st **Jenny Redding** 2nd **Robert Cabral**. Motion carried. It will be an action item on our next Senate agenda.

D. CUDS and related subjects

- Diane reports that we will have a free speech area on campus near the flagpole by library.

- Space usage of Writing Center- **Senator Gaylene Croker** spoke very briefly to this issue on behalf of Letters that the writing center space is being impacted by the growth of Math department. This needs to be discussed in more detail at the next meeting.
- The STEM center location: There has been no news about where it will be moved to during the retrofitting of Condor Hall.

- E. PDC: See **Robert Cabral** announcement above
- F. PEPC: No Report
- G. Curriculum: No Report
- H. Sabbatical: No Report

V. **On-going business: All Tabled**

- a. Budget Allocation Model (possible action re DCAS)
- b. Revision of OC PGM (is complete for this cycle!)
- c. Enrollment management discussion
- d. Space usage: Location and space of the Writing Center
- e. Study Session: Leadership & Planning

VI. **New Business: All Tabled**

- a. Resolution regarding CCC education in California
- b. Resolution regarding Equity

VII. Consent Calendar: Motion to approve the consent calendar as listed on the agenda. 1st **Jenny Redding**. 2nd **Robert Cabral**. No changes. Motion carried.

VIII. Study Session: Budget Allocation Model & Scope of Faculty decision-making: **Tabled**

IX. For the “Not So Good” of the Order:

- Senator **Gloria Guevara** brought up a very important faculty and instruction concern. The issue is the update of D2L. She explains the timing is very challenging and asks why a mind year change? Should faculty spend their winter break learning D2L? A main concern is that there is NO tech support during the break. **President Kamaila** said she will bring the concerns to Marc and Bola.

X. Adjourned 4:35

Respectfully submitted,
Secretary Amy Edwards

Supporting Documents

Document #1: Prepared by Linda Kamaila “Essay Contest”

The First Annual White and Strunk Essay Contest!

On December 14, 2012 at the Oxnard Center for the Performing Arts,

there’s going to be a **Stand Up Comedy Show**.

Tickets cost \$5 before the show/\$8 at the door

Essay Topic is based on the comedy show. You can approach your essay from any point of view, but try and use your academic skills. Questions might include:

- 1) Who is in the audience? What makes people laugh the most?
- 2) Who is on the stage? What makes something funny?
- 3) What’s the relationship of irony, sarcasm, metaphor and joke to stand up?

- 4) Are stand-up comics more courageous than the rest of us?
- 5) Who was the funniest? Which jokes were the funniest to you? Use your best descriptions!
- 6) What do you remember most about the evening?
- 7) Do politics enter into comedy? How? Have you learned anything in a class about Freud or anyone else that helps to explain humor?

Try to be witty and capture the spirit!. Essays will be judged on wit, coherency, inclusion of observed details, humor, sensibility and all the other things that go into a great essay. Try to spell and grammar check your document, but turn it in even if it's not perfect!

FIRST PRIZE: \$100 cash plus a framed certificate

Second Prize: \$50 gift certificate at Oxnard College Bookstore plus a framed certificate

Honorable mentions: A nice certificate and a copy of Strunk and White's Elements of Style

How to enter: Simply type your essay and email it as an attachment to LKamaila@vccd.edu If you have an instructor who announced this in class, please include his/her name on the cover sheet (and if you need help sending the essay in, let them know). Send questions to Dr. Kama'ila too.

Closing Date: December 17th midnight . Yes, that's just three days to write your essay!

Specifics: Essay length: 2-3 pages, typed, double spaced, with an additional cover sheet. On the cover sheet include your name, 900- number, an email and phone number where you can be reached if you win! Contest is open to current and former Oxnard College students. You retain the rights to your essay, but it will be published online as part of our college essay contest.



Document #2: Prepared by Alan Hayashi "Dean Level Reorganization" (First Draft presented to Senate)

The proposal is:

For Oxnard College to reorganize the management team at the Dean level by

- **Reducing the number of deans by one [and thereby not replacing the vacant dean position]**
- **Redistributing the academic areas to the remaining three deans**
- **Redistributing the student services areas [possibly the library, and athletics] to the remaining three deans**

Justification:

The College is continually informed that even though Prop. 30 has passed and the budget is flat for next year, the College is still looking to reduce its expenses. This proposal will save the salary and benefits for the Dean position. It will allow for the support staff under this vacant position to be reassigned to bolster other weak areas.

The extra revenue could then be used to supplement existing programs or bring programs up to acceptable levels [e.g. The addition of the replacement Auto Tech Program instructor to meet FON would now have the funds to replace the necessary Instructional Technician.]

It would lower the College expenses at the management level, bringing its percentage of college budget closer in line to the other colleges in the District.

The reduction would allow the College to adjust its budget for next year's cost of living and inflationary costs without any apparent cuts or reductions to current programs.

Over the last decade the management team and its responsibilities has remained stable, yet the number of full-time faculty has decreased by over 25% and the part-time faculty has decreased nearly 75%. The reorganization would possibly assign deans more instructional areas, but not necessarily more oversight and supervision.

Reorganization at this time does not require the displacement or reassignment of an existing dean.

Document #3: Prepared by Alan Hayashi "Dean Level Reorganization Revised" (Revised Draft after discussion in Senate; received the day after the meeting)

The proposal is:

For Oxnard College to reorganize the management team at the Dean level by

- **Reducing the number of deans by one, and thereby, reducing the number of deans from four to three**
- **Redistributing the academic areas to the remaining three deans**
- **Redistributing the student services areas to the remaining three deans**

Justification:

Over the last decade the management team and its responsibilities has remained stable, yet the number of full-time faculty has decreased by over 25% and the part-time faculty has decreased nearly 75%. The reorganization would possibly assign deans more instructional areas, but not necessarily to incur more oversight and supervision.

Even though Proposition 30 has passed and the budget is projected to be flat for the next year, the College still looks to reduce its anticipated expenses. This proposal will save the salary and benefits from this Dean position. It will allow for the support staff under this vacant position to be reassigned to bolster other weaker areas.

The recovered revenue could then be used to supplement existing programs or bring programs up to acceptable levels.

It would lower the College expenses at the management level, bringing its percentage of college budget closer in line to the other colleges in the District.

The reduction would allow the College to adjust its budget for next year's cost of living and inflationary costs without any apparent cuts or reductions to current programs.

This reorganization at this time does not require the displacement or reassignment of an existing dean.