

# Oxnard College Academic Senate

## MINUTES

**Date: May 7, 2012**

Members present and absent:

<b>Academic Senate Executive Board</b>	
Robert Cabral, President	Present
Linda Kamaila, Vice President	Present
Diane Eberhardy, Treasurer	Present
Amy Edwards, Secretary	Present
<b>Department</b>	<b>Senators</b>
Addictive Disorders Studies	1. Vacant
Business/CIS/Legal Assisting	1. Diane Eberhardy, Present
Child Development	1. Vacant
Counseling	1. Ralph Smith, Absent
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, Proxy: Shannon Newby 2. Maria Parker, Proxy: Shannon Newby ----- 1 Bill Greason, Absent
Part-Time Faculty Rep. at-Large	1. Vacant
Performing Arts	1. Vacant
Physical Education/Health	1. L. Ron McClurkin, Absent
Natural Sciences	1. Shannon Newby, Present 2. James Harber, Absent ----- 1 Pt Vacant

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

Non-Voting Faculty: Jim Merrill, Carolyn Dorrance, Ishita Edwards Guests: Erika Endrijonas, Connie Owens, Mark Prado

**I. Called to Order: by R. Cabral at 2:39pm**

**II. Public Comments/Announcements**

A. **Mark Prado:** Our new Instructional Design Specialist introduced himself to the Senate. He was previously at an online college and at the Arts Institute in Hollywood. He also taught K through 12. He says he is happy to be here and will be working directly with the faculty. He took some questions from the Senate.

B. **Connie Owens** from Oxnard College Foundation spoke about:

i. the scholarship award changes. She explains that normally we have the ceremony in April, but now they need to change the way they defer the funding thus, they will report the winners on July 1 and then hold the Ceremony the first week of the Fall semester. One issue discussed was the winning student for each discipline. Connie will research his further, but liked the suggestion about making the announcement at graduation if possible. One senator asked for a quantitative report on the numbers of students who actually apply for the scholarships. Connie said she will put something together. Connie took some more questions and said she will keep the Senate posted on the upcoming scholarship ceremony.

ii. She then introduced the medallions students and faculty will be given at graduation.

iii. Finally, the foundation has purchased a grand piano for the OCPAC and we can use it for the next ensemble performance.

C. **Linda Kamaila-** She thanked **Lynn Fauth** for his years of service and presented him a certificate from the Senate. She also presented **Maria Parker** with a certificate although she was not present. Finally, she presented **Robert Cabral** a certificate and gift from the senate for his years of service.

D. Fall Flex Activities: **Robert Cabral** reports that PDC will have their final meeting on May 14<sup>th</sup> mainly discussing Fall Flex. If you have any ideas for Fall Flex activities, please send the ideas to Robert in an email. Our FLEX days will be August 13 and 14 with mandatory FLEX on Wednesday, August 15. We begin school on Thursday, August 16. Robert took some questions from the Senate.

### III. Senate Action Items

A. Treasurer **Diane Eberhardy** reports that the Senate has \$1,920.50.

B. April 23<sup>rd</sup> Minutes- 1<sup>st</sup> **Linda Kamaila** 2<sup>nd</sup> **Teresa Bonham** Motion carried with one change and no abstentions.

### IV. Impact of Budget cuts

• DCAS: No report

• PBC and DE PC:

- **Robert Cabral** spoke about the highlights. PEPCs final job was to evaluate the PEPRs that were submitted. They used a rating form based on certain criteria. Generally findings have been submitted to PBC. Information is in the EVP's office now. PEPC will meet again in August. PBC will also meet in August to plan and identify the rationale of the ratings. Robert took questions from senators.
- This led to the membership of PEPC for next year. It would be most effective to establish the members now and then in September vote them in officially. Questions for rotation were mentioned and Robert volunteered to sit on PBC as Business Faculty since he will no longer be co-chair. This is the first discussion for Senate in the Fall and then it will be solidified in August/September. For better planning we need to have seats filled earlier to hit the ground running in September.

### V. PG Committee Reports

A. CUDS: No report

B. Curriculum: **T. Bonham** reports that the last meeting is this week.

C. LOT: **Linda Kamaila** reports that this was the first semester we really used eLumen. We had good section level reporting. We had a low report from the programs overall, however. If program improvement plans (PIPs) aren't done, do them this week. The due date was May 4<sup>th</sup>, but still do it if you missed deadline. You must also do the PDF and post it to SharePoint. Linda took some questions and comments were made by several Senators. The EVP clarified some issues with the matrix and data and uploading documents. More comments and discussion about SLOs took place. Finally, EVP reminded the Senate that **Mark Prado** will be here to help faculty next semester with this.

D. Professional Development: See public comments on Fall FLEX

E. Technology: No Report

### VI. Standing Reports

A. Accreditation: The committee is dormant for now.

B. AFT: **Jenny Redding** provided notes from the AFT meeting on May 4, 2012. See supporting document #1 below.

- C. Distance Education: **Teresa Bonham** reports that two more faculty members came through the training: **Emma Waits** and **Steve Hall**. **Robert Cabral** is next to go through training.
- D. Sabbatical: **Ishita Edwards** reports that they will start the process again in the Fall. We will have four spots available. In August, there will be sabbatical presentations from those returning from sabbatical. Some discussion took place about MC/VC/OC overlap of projects.
- E. Student Success: **Linda Kamaila** reports that they closed out their yearly sessions with a few recommendations:
  - i. To support the first year experience program
  - ii. To continue to get faculty to use the early alert system
  - iii. Recruit faculty to hold some office hours in the Learning Center (especially in English and Math)
- F. Transitional studies: **Della Newlow** reports that there are rumors that whoever holds the most hours in the Learning Center could win an iPad. See Della for more information. A discussion about tutoring services began.

**District Committees**

- A. DCHR: No Report
- B. BOJOITF: No report
- C. DCSL: No report
- D. DTRW: No Report

**VII. Old Business: None**

**VIII. New Business**

- A. **Linda Kamaila** introduced a few changes to the a few Senate Bylaws. (see documents #2 and #3 below)
  - i. Article I Section 5 on Vacancies
  - ii. Designated Representatives
  - iii. Reassigned Time for officers, senators, and others
    - Senators discussed these changes and will vote at the first meeting of the Fall semester. The main discussion item was Curriculum Chair as a core component of Senate; therefore, Senate needs to make sure re-assign time remains in place for curriculum co-chair. Both Jenny and Lynn provided a historical context while Teresa provided the current context.

**Adjournment at 4:01 pm by Robert Cabral**

**Supporting Documents**

**Document #1: NOTES FROM AFT EXEC MEETING OF MAY 4, 2012**  
*Written by Jenny Redding, OC AFT VP*

The last meeting of the Academic Year was somewhat devoted to pragmatics of preparing for the arrival of the new Exec Council. Release time/stipends for summer hours and for next fall were approved. Member of the Health Benefits Committee were approved to include Amy Edwards

from Oxnard College, along with Bea Herrera, Jan Ryno, and Steve Hall. COPE Committee members from VC (Lisa Anderson) and MC (Rachel Messenger) were approved. **We still need a COPE representative from OC.** If you need an application to join COPE or to have a small amount deducted from your paycheck to go into the COPE fund (the fund which helps us elect Board members who are open to discussing issues with the Union), please contact Jenny Redding (ext. 1988) and she will place such an application in your mailbox. Also, monies were approved to be contributed to CAUSE, a values-based leadership training program meant to cultivate progressive candidates for office.

Bea Herrera, Grievance Chair, gave an extensive grievance report out. An interesting case has occurred in which AFT won the case but the District is refusing to honor the legal decision. AFT will have to take the case back to court in an effort to secure monies owed. This kind of blatant lack of integrity wasting scarce District resources in a needless legal battle is inexcusable, at least to the Exec Council.

Rudy Corral gave an organizer report highlighting the fact that student interns have been secured for summer from VC and OC. A third student intern from MC is still being sought. Rudy also emphasized the potentially devastating impact of the upcoming "Special Interests" initiative (yet to be given a number) in which essentially the voice of the working person will be eliminated from the Legislature. Be sure to look for it on the November ballot. As to the signature-gathering efforts for the tax initiative compromise agreement with Gov. Brown, 800,000 signatures were gathered by unpaid signature gatherers. The paid signature gatherers are operating under a different deadline, but the results of their efforts should be available in a few weeks. It is expected that the initiative will make it onto the ballot thanks to everyone's efforts!

Steve Hall reported that AFT's new web page is outstanding. Go take a look at <http://www.aft1828.com/>. Links to the facebook page and twitter are now active. The Exec Council began discussion on highlighting these communication links in the coming months.

The VPs from each campus gave reports. J. Redding stressed the changing leadership both of Academic Senate and the new VP of Business Administration which should make next year's planning and budgeting discussions very interesting. Andrea Adlman from VC reported out on continuing issues at VC concerning Distance Education assignments.

Alan Hayashi, Budget Analyst for AFT discussed the fact the DCAS will not meet again until the presentation of the Tentative Budget in early June. With DCHR, Alan expressed concern that

changes to curriculum course outlines might negatively impact instructors' load especially concerning the separation of Art and Art History under the State Academic Senate's Disciplines list. Faculty should be aware of this situation and proactive when changes are made to course outlines of record. Alan also reported out on the Health Benefits Committee activities. He stated that dwindling numbers in some groups such as Health Net could pose a problem in that such groups might have to be "re-rated." Options were discussed.

Connie Jenkins gave a report out on the part-time caucus. She said dwindling numbers in the caucus emphasize the dwindling numbers of part-timers on our campuses generally. She stated that we should work to find common ground between part-timers and full-timers for the upcoming negotiations in order to strengthen all of us. The Exec Council agreed.

**Document #2: Distributed by Linda Kamaila**

Proposed Amendments to **ARTICLE II** Oxnard College Academic Senate  
BYLAWS

**ARTICLE II Section 5**

**SECTION 5: Reassigned Time for Officers, Senators, and Others**

By VCCCD board action, the Academic Senate has ~~2.0~~ 1.8 FTE to re-assign as follows:

President 80-100% *By direction of the Executive Board*

Vice President 20%

Secretary 20%

Treasurer 20%

Past President 20% for the semester immediately following a completed term of office as President. Additional re-assignments are optional.

~~Professional Development Chair 20%~~

By direction of Executive Board\* 20%

\* 20% reassignment may be awarded to a faculty member for *Committee Work* or a project pertaining to an academic and professional matter that will benefit the Oxnard College community. The Executive Board shall establish the criteria for a proposal/project to be considered for reassignment. The Executive Board shall determine the selection of the faculty member to receive the reassignment.

**Document #3: Distributed by Linda Kamaila**

Proposed Amendments to Oxnard College Academic Senate  
BYLAWS

Section 5

**SECTION 5: Academic Senate Vacancies**

The Academic Senate President may declare vacant the seat of any Senator who (1) is unable to complete his/her term of office, (2) misses three consecutive regularly

scheduled meetings with or without sending a designee, or (3) becomes ineligible to hold membership in the Academic Senate. *Constituent bodies shall be notified of the vacancy and vacancies shall be filled immediately in the a timely manner as described in Section 4 A of this Article. A Faculty Co-Chair of a Participatory Governance Committee may use the same policy to declare a seat vacant on a Participatory Governance Committee.*

## Section 6

### **SECTION 6: Designated Representatives**

A representational/discipline group whose Senator cannot attend a meeting may be represented by another *faculty* member of the area. This representative shall have full rights and privileges of a Senator during that Academic Senate Assembly meeting. The *Senator or their* designee(s) must provide to the Academic Senate Secretary ~~upon their arrival~~ a written notice that includes the date and authorization from the Senator for the designee to act as a proxy. Members of the Academic Senate who sit on Participatory Governance Committees who cannot attend a meeting may be represented by another faculty member who meets the constituency requirements of the committee in question. Written notice that includes the date and the authorization from the committee member shall be provided by the committee member or their designee to the Faculty Co-Chair of the committee.