



ACADEMIC SENATE MINUTES

Tuesday, September 22, 2020

1:00PM – 3:00PM

www.goldenwestcollege.edu/senate/

THIS MEETING WILL BE HELD ELECTRONICALLY VIA ZOOM BY GOING TO THIS WEB ADDRESS

<https://cccconfer.zoom.us/j/99805909528>

Meeting ID: 998 0590 9528 ■ Refer to the last page for further details

Mission: The Golden West College Academic Senate’s mission is to serve its faculty, promote the best interests of higher education, and to represent the faculty in campus, district, and state level senate charges by carrying out the primary functions as delineated in the CA Code of Regulations, Title 5, section 53200, which includes both academic and professional matters, and consulting collegially with the local campus and district governing boards. For additional information on the Academic Senate and its mission, please visit the [Academic Senate for California Community Colleges](#).

Please note: All GWC Academic Senate meetings are subject to audio and/or video recording at the discretion of the Academic Senate for purposes of maintaining a record of the proceedings. Agendas, minutes, and meeting documents will be archived online through the [Academic Senate Committee page](#) on the [GWC Portal](#).

ACADEMIC SENATE ROLL CALL <i>(Italics = absent)</i>	
Executive Board	
Pete Bouzar - AS President; Math	Jennifer Bailly – CCI Chair; Economics
Laura Duvall - AS Vice President; Psychology	Amanda Best – IPD Chair; Arts
Matthew Flesher - AS Vice President; Kinesiology, Health Ed, Athletics	
Senators	
Margot Bowlby - Social Sciences	Martie Ramm Engle - Performing Arts
Jon Holland - Cosmetology	Alice Rivera - Business, CBA, Computer Science
Damien Jordan - Counseling & EOPS	Julie Terrazas - Library
John Kasabian - Automotive Technology, Digital Arts, Drafting	Tammie Tran - World Languages & Sign Language
Heather Kelley - Communication Studies	Nam Vu - Biological Sciences
Theresa Lavarini - English	Jennifer Wilcox - Physical Sciences
Noah Levin - Liberal Arts & Culture	VACANT - Criminal Justice
Eva Marinotti - Nursing/Health Professions	VACANT - Noncredit & ESL
Kat Olvey - Part-time Faculty	Mylee Madrazo - ASGWC (<i>non-voting</i>)

I. PRELIMINARY MATTERS

A. Call to order – AS President Bouzar

President Bouzar called the meeting to order at 1:07 p.m.

B. Welcome Guests

1. Carla Martinez – Dean of Students & Library (1:10 p.m.)
2. Chad Bowman – Director, DSPS (1:20 p.m.)

C. Approval of the Agenda and Minutes

1. Agenda – September 22, 2020 – President Bouzar requested to amend Consent Item B. The agenda was approved as amended.
2. Minutes – September 8, 2020 – The minutes were approved as presented. Report revisions to the Senate office.

D. Announcements, Congratulations, and Appreciation

1. Senate website updates

- President Bouzar announced the new GWC website is live but currently updating some broken links.
2. **Zoom + Canvas updates**
 - President Bouzar announced further information is forthcoming regarding a Zoom integration and that district is considering offering Zoom training.
 3. **Campus pride and facilities upkeep**
 - President Bouzar expressed appreciation to the M&O facilities and grounds staff for maintaining a clean and safe campus. Due to recent retirements severely impacting M&O staffing, President Bouzar recommended that the campus could provide additional support when we return to campus.
 - He acknowledged that faculty could contribute by adhering to the no food/drink classroom policy or assist M&O by emptying their classroom trash.
 - In addition to acknowledging appreciation of the M&O staff, a Senator expressed their disagreement with the recommendation for faculty to empty the classroom trash citing that faculty is continuously asked to assume additional duties. Furthermore, the Senator explained that they did not want the faculty's assistance to impede on M&O's opportunity to hire new staff who could assist with those duties.
 - Another Senator recommended providing food/vending machine options near the Math Science building.
- E. Opportunity for Public Comment (*3 minutes per speaker*) *Members of the public have the opportunity to address the Academic Senate on any item that has been described in this notice, before or during consideration of the item. We ask that you keep your comments to three minutes. Thank you.*

II. CONSENT AGENDA

MOTION by VP Duvall to approve the Consent Agenda. Seconded by Senator Bowlby. Hearing no objections, the motion was approved.

- A. **Rachel Wegter** (Communication Studies) to replace Nancy Boyer (retired) as the out-of-discipline representative on Cristina Tiernes-Cruz (Spanish) Tenure Review Team. (This tenure team includes Veronica Pizano (in-discipline) and Tammie Tran (search committee)).
- B. **Theresa Lavarini** (English) to replace Yvonne Portillo (resigned) as the out-of-discipline representative on Wendy Parslow-Helton's (Psychology) Tenure Review Team. (This tenure team includes Jodie Butler (in-discipline) and Laura Duvall (search committee)).
- C. **Jennifer Bailly** (Economics) and **Jon Holland** (Cosmetology) to serve as SLO Co-Faculty Liaisons from Fall 2020 through Spring 2021.
- D. **Leslie Bitong** (Dance) to replace Marisa Whitney (resigned) as the Arts & Letters representative on the Distance Education Advisory Committee (DEAC) for the remaining term of Fall 2020 through Spring 2021. (As the DE Faculty Training Coordinator, Marisa will continue to serve as the ex-officio Co-Chair to the DEAC).
- E. **Annette Park** (Math) to represent Math & Sciences on the Distance Education Advisory Committee (DEAC) from Fall 2020 through Spring 2022.
- F. **Sergio Sanchez** (ELL, part-time) will represent Noncredit & ESL on the Council for Curriculum & Instruction (CCI) from Fall 2020 through Spring 2023.

III. NOMINATIONS & ELECTIONS

Full and Part-Time Faculty members are encouraged to nominate themselves.

A list of committee vacancies is available on the [Academic Senate SharePoint site](#). Contact the Academic Senate office at GWCAcademicSenate@gwc.cccd.edu to submit your nomination for the following vacancies:

- A. 1st Call

B. 2nd Call

C. 3rd Call

1. **Recruitment to Completion (RCC)** – One (1) Academic Senator to serve for a one-year term from Fall 2020 through Spring 2021. Meeting schedule: 2nd and 4th Tuesdays from 3-5 p.m. via zoom. First meeting is September 22, 2020.

IV. GUEST REPORTS & UPDATES *(max 5 minutes per item; total time 15-20 minutes)*

A. **New Title IX regulations and the revisions to AP 5910 Sexual Misconduct- Carla Martinez, Dean of Students & Library (1:10 p.m.) (e-attachment)**

- Carla Martinez presented on the New Title IX regulations [[PDF](#)] and revisions to AP 5910.
- A Senator expressed appreciation for the recent training. Additional Senators noted their understanding of the necessity of the training, however, conveyed their disagreement with the thirty-day deadline amidst the current distance education responsibilities of faculty and requested to have this reported to the union. Carla clarified the training was coordinated by HR.
- Senator Lavarini and President Bouzar acknowledged they would report the senator's concerns to CFE and DCC, respectively.

B. **DSPS update – Chad Bowman, Director, DSPS (1:20 p.m.)**

- Chad Bowman informed that the faculty will be sent a one-page sheet that provides complete access to all the DSPS links that students may need in order to access services and connect with DSPS staff.
- A DSPS Town Hall is being organized to assist faculty with any questions or concerns.
- Chad informed on the website [DSPSgo](#) that will assist with the online coordination of accommodations. Services such as test taking and notetaking will now be arranged electronically, forgoing the previous paper accommodation forms. The website offers tutorial videos for students and faculty.

V. UNFINISHED DISCUSSION & ACTION ITEMS *(max 15-20 minutes per item)*

A. **Proposed Academic Senate Mission and Goals 2020-2021 (e-attachment)**

- President Bouzar addressed the inconsistent AS mission noted on the AS website, agenda, and SharePoint.
- He presented the proposed Mission and Goals and noted it was vetted by Sacha Moore and Susie Castellanos-Gaona.
- A discussion ensued with Senators presenting their recommendations and concerns.
- The Senate office will send an updated proposal to the senators requesting revisions and input for additional AS goals and the proposal will be brought back to the next meeting for a second reading.

B. **Feedback for BP/AP 5910 Sexual Misconduct; 7120C Faculty Hiring; 7240 Confidential Employees (e-attachments)**

President Bouzar presented each policy for discussion:

- BP/AP 5910 Sexual Misconduct – hearing no objections, the Senators agreed to the policy as presented.
- AP 7120C Faculty Hiring – a brief discussion ensued.
- BP/AP 7240 Confidential Employees – a brief discussion ensued. Guest, Bob Fey, CFE Executive Director, provided additional information.

President Bouzar informed he will provide the senator's feedback to the DCC BP/AP Subcommittee.

VI. NEW DISCUSSION & ACTION ITEMS

A. **Role of AS in addressing systemic inequity and institutional barriers as it pertains to academic and professional matters - Acknowledgement → Accountability → Action**

1. **ACADEMIC SENATE – Pete Bouzar, AS President**

a. **Bylaws Task Force membership and operating procedures (e-attachment)**

- President Bouzar informed that the AS Bylaws are in need of revision and offered to serve as the chair of the taskforce in addition to seeking 3-5 additional senators. He shared that Senators Bowlby and Lavarini agreed to serve on the task force.
- **MOTION** by VP Flesher to discuss the creation of a Bylaws Amendment Task Force. Seconded by VP Duvall. The votes were counted as: Yes = (18) Bailly, Best, Bowlby, Duvall, Flesher, Holland, Jordan, Kasabian, Kelley, Lavarini, Levin, Marinotti, Ramm Engle, Rivera, Terrazas, Tran, Vu and Wilcox. No = (0). Abstain = (0). The motion was approved.
- President Bouzar presented the proposed Bylaws Amendment Task Force Approval Process Flow Chart. He explained that proposed revisions to the Bylaws will be reviewed and voted by the Academic Senate at the upcoming meetings.
- He offered the opportunity for senator volunteers and asked if anyone was interested in leading the task force.
- A brief discussion ensued with Senators sharing their recommended updates to the bylaws.
- **MOTION** by VP Duvall to move forward with a Bylaws Amendment Task Force consisting of President Bouzar as chair and additional members Senators Bowlby and Lavarini, but leaving it open to additional senator volunteers. Seconded by Senator Wilcox. The votes were counted as: Yes = (18) Bailly, Best, Bowlby, Duvall, Flesher, Holland, Jordan, Kasabian, Kelley, Lavarini, Levin, Marinotti, Ramm Engle, Rivera, Terrazas, Tran, Vu and Wilcox. No = (0). Abstain = (0). The motion was approved.

b. Climate Survey Preparation - Dr. Dawn Person Hampton

- In her absence, President Bouzar read an update from Senator Olvey, member of the District Cultural Survey Task Force:
 - “Dr. Baeza disseminated a literature review of climate studies, and taskforce members all shared their hopes for the survey. The sentiments were that the survey should have appropriate questions, and the survey results should be reflective of all campus populations. Many members had questions about what we can or can’t do with the survey, but when it all boils down to it, we have to choose between HEDS or PACE. Representatives from both companies will be presenting at the next DEI TF meeting on 9/23, and we should have a decision by the final meeting on 9/25”.
- President Bouzar informed that district hired CSUF professor Dr. Dawn Person to assist with the cultural survey and she will be invited to present at the next senate meeting. Senators will have an opportunity to provide input on the climate survey and development of the individual questions for GWC.
- In light of the current district budget situation, an inquiry was made into the cost of hiring Dr. Person as a consultant. President Bouzar will follow-up.

2. CCI/SLOs – Jennifer Bailly, CCI Chair

a. 5-column models for 2019-2020 and 2020-2021 (e-attachment)

- CCI Chair Bailly informed the 2019-20 5-Column Model was voted and approved by CCI.
- She presented the 2020-21 5-Column Model to the senators.

b. Emergency DE addendum (e-attachment)

- CCI Chair Bailly reminded she presented the Emergency DE addendum at the last senate meeting. Hearing no objections from the senators, she reported that CCI voted and approved the document in its original form.
- The next step involves distribution of the document to the department chairs and request that they add any courses that do not have a current DE on them and designate if they are

appropriate for teaching in DE or not appropriate to teach in DE in an emergency. The deadline to submit their updated Emergency DE addendums is October 15, at the latest.

3. DEAC – Laura Duvall, DE Coordinator, AS Vice President

a. New membership proposal for DEAC (e-attachment)

- VP Duvall presented the new faculty membership proposal.
- Senators shared their recommended revisions to the department representation.
- It was recommended that VP Duvall verify whether the DEAC is subject to the Brown Act.
- **MOTION** by Senator Jordan to approve the DEAC membership as amended. Seconded by Senator Bowlby. The votes were counted as: Yes = (18) Bailly, Best, Bowlby, Duvall, Flesher, Holland, Jordan, Kasabian, Kelley, Lavarini, Levin, Marinotti, Ramm Engle, Rivera, Terrazas, Tran, Vu and Wilcox. No = (0). Abstain = (0). The motion was approved.
- The Senate office will place a call for the DEAC faculty vacancies.

b. Update on next steps in online training for faculty

- VP Duvall presented the latest update on online training for faculty.
- She reminded Level 2 Canvas training is required for those that will teach online or hybrid when we return to campus.
- The DEAC will offer an optional Level 3 training as a modular weekly course by topic.
- A Senator recommended using the online teaching initiative rubric and distributing it to faculty and suggested including it as a topic for the Level 3 training. VP Duvall clarified the rubric is no longer required in order to have a course be part of the online exchange.
- A discussion ensued regarding Live Online.

c. Zoom proctoring for students who have issues with Respondus/Proctorio

- VP Duvall informed the Academic Success Center will assist with live zoom test proctoring. Further information is available in the senate email sent to faculty yesterday on behalf of the DEAC.

4. Program Review Committee (PRC) – Matt Flesher, AS Vice President

a. Chair, membership, and operating procedures

- VP Flesher reported that CCI Chair Bailly agreed to serve on the task force.
- He addressed the importance of maintaining a faculty driven PR process as administrators come and go. He recommended the committee consist of an additional 2-3 senators and recommends meeting twice a week.
- Senators Jordan and Wilcox volunteered to serve on the PRC.

b. Review of PR model and process recommendations

- VP Flesher informed he will work with the PRC to create the PR model and process recommendations before moving forward and meeting with VPI Randall.

5. IPD – Amanda Best, IPD Chair

a. Recap of IPD 2019-2020 actions

- IPD Chair Best shared a recap of IPDs 2019-20 funding of conferences, department symposiums, sabbatical leave, and alternative methods/release time. She reported on the number of faculty that participated in upgrading their academic rank and advancement on the salary schedule and those that applied for professor emeritus status.

b. Conference/Salary advancement opportunities in the COVID-era

- IPD Chair Best promoted attendance of virtual conferences and informed the IPD has funding to pay for conference registration.

c. Discipline-specific and ASCCC conferences/workshops

- The IPD is requested faculty to notify the IPD office of their discipline-related conferences. The IPD will maintain a list and use it to promote faculty attendance of conferences and assist them with the IPD application process.
- She informed that the state Senate (ASCCC) is offering virtual conferences that the IPD can fund using a separate funding source that will not affect the faculty's annual IPD allowance.
- President Bouzar informed he is looking into how to create a central GWC listserv to access committee agenda, minutes, etc.

B. Other Agenda Requests – Senators and faculty

VII. REPORTS & UPDATES (max 5 minutes per report; total time 15-20 minutes (@ 2:40pm))

Electronic copies of written reports are due to the Senate Office by Thursday at 5:00PM the week preceding the meeting for which the report is attached to the agenda.

A. ASGWC Report – Mylee Madrazo

- Today is National Voter Registration day. The district office is holding a voter registration event today and includes presentations by GWC professors Bowlby and Powell.
- The student interest committee is creating a proposition guide.
- October 24 is vote early day. She and Mary Avalos are planning to have a panel of faculty to review the various propositions. Interested faculty may contact notify Mylee in the chat room or contact her directly.
- Club Expo is this week.

B. President's Report – Pete Bouzar, Senate President

1. **Fall 2019-Fall 2020 Point-in-time FTES Data (e-attachment) and**
2. **CCCD Equity and Diversity Hiring Report 2020 (e-attachment)**

- President Bouzar informed that faculty may access the documents via the AS agenda distribution email or in the Senate SharePoint agenda section.

C. Academic Senate Vice President Reports – Laura Duvall (no report), Matthew Flesher (no report)

D. CCI/SLO– Jennifer Bailly, Curriculum Chair (no report)

E. IPD – Amanda Best, Professional Development Chair (no report)

F. Union Update – Rob Schneiderman, CFE Union President or Theresa Lavarini, GWC representative (no report)

G. Special Reports (as requested by Academic Senate)

1. Faculty Liaisons (Guided Pathways-Dual Enrollment; SLO; OER; CTE; Noncredit)

- OER Faculty Liaison Noah Levin reported that Kristine Clancy is trying to work with the scheduling department to get all the designations on courses built into the sort option for the course preference process.

2. Faculty Coordinators (DE; DE Training; Transfer Center)

3. Ad-hoc Committees (AB705 Taskforce; T5-STEM Grant; Technology Comm.; Other)

4. Faculty Sabbaticals & Special Projects

VIII. ADJOURNMENT

President Bouzar adjourned the meeting at 3:02 p.m.

IX. INFORMATION ITEMS

A. Academic Senate and standing committee vacancies

1. Senators - three-year term unless otherwise noted
 - a. Criminal Justice
 - b. Non-Credit & ESL
2. CCI – three-year term, unless otherwise noted
 - a. Criminal Justice
 - b. Performing Arts (Theater Arts, Music, Dance)

3. IPD – three-year term, unless otherwise noted
 - a. Business, Computer Business Applications, Computer Science
 - b. Criminal Justice
 - c. Noncredit & ESL
 - d. Performing Arts (Theater Arts, Music, Dance)
 - e. Social Sciences (Economics, Political Science, Sociology)
 4. DEAC – two-year term, unless otherwise noted
 - a. Counseling & DSPTS
 - b. Kinesiology, Health Ed, Athletics
 - c. Part-time Faculty
- B. Senate Scholarship Fund Balance: \$305.43 (*Contact the Foundation Office to submit donations*)
- C. Senate Sympathy and Salutations Fund Balance: \$82.00
- D. 10+1 Senate Purview
1. Curriculum including establishing prerequisites and placing courses within disciplines (*rely primarily*)
 2. Degree and certificate requirements (*rely primarily*)
 3. Grading policies (*mutually agree*)
 4. Educational program development (*rely primarily*)
 5. Standards or policies regarding student preparation and success (*rely primarily*)
 6. District and college governance structures, as related to faculty roles (*mutually agree*)
 7. Faculty roles and involvement in accreditation processes, including self-study and annual reports (*rely primarily*)
 8. Policies for faculty professional development activities (*rely primarily*)
 9. Processes for program review (*rely primarily*)
 10. Processes for institutional planning and budget development (*mutually agree*)
 11. Other academic and professional matters as mutually agreed upon between the governing board and the academic senate (*mutually agree*)

ZOOM MEETING – Hosted by Pete Bouzar, AS President

The format of this meeting is due to the State Public Health Emergency Declaration regarding COVID-19

Join from PC, Mac, Linux, iOS or Android: <https://cccconfer.zoom.us/j/99805909528>

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