



ACADEMIC SENATE MINUTES

Tuesday, February 13, 2024
1:00PM – 3:00PM

MEETING LOCATION: LRC 250 COMMUNITY ROOM

Guests may attend on Zoom: <https://cccd-edu.zoom.us/j/87044261696> Meeting ID: 870 4426 1696
Meeting documents are also available in the [AS SharePoint](#) (log-in required)

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](#).

Vision: The GWC Academic Senate represents all faculty in the shared governance process. We are deeply committed to creating an inclusive and welcoming environment for faculty to express their diverse viewpoints and concerns while maintaining focus on curricular and professional activities. Our campus culture serves to express the collective sum of the individual differences, life experiences, knowledge, innovation, self-expression, and talent that our faculty invest in their work. The GWC Academic Senate will continue to focus on promoting excellence, access, opportunity, and inclusion on our campus and in our programs.

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 and minutes will be archived online through the [Academic Senate’s SharePoint](#). (Employee log-in may be required to access links).

ACADEMIC SENATE ROLL CALL (Bold=Executive Board)

Amanda Best - Arts	Heather Kelley - Communication Studies
Pete Bouzar - Vice President; Mathematics & Engineering	Gary Kirby - CCI Co-Chair
Margot Bowlby - Social Sciences	Theresa Lavarini - English
Dawn Brooks - Performing Arts	Noah Levin – Vice President; Liberal Arts & Culture
Annamaria Crescimanno - Biological Sciences	Diep Pham – Nursing/Health Professions
Jonathan Dao – ASGWC (<i>non-voting</i>)	Jason Sheley - DEAC Coordinator (<i>non-voting</i>)
Laura Duvall - Psychology	Justin Smith – History & Education
Matthew Flesher - Kinesiology, Health Ed, Athletics	Julie Terrazas - Library
Sara Ghadami – Computer Science	Fammie Tran - World Languages & Sign Language
Kate Green - IPD Chair	Aleksandra Uchlik - Business, Account, Marketing, Management
Jon Holland - Cosmetology	VACANT - Criminal Justice
Damien Jordan – President; Counseling & EOPS	VACANT – Noncredit & ESL
Monica Jovanovich - CCI Co-Chair	VACANT - Part-time Faculty At-large
John Kasabian - Auto Tech, Digital Arts, Drafting	VACANT - Physical Sciences

I. PRELIMINARY MATTERS

- A. Call to order – AS President Damien Jordan
President Jordan called the meeting to order at 1:04 p.m.
- B. Welcome Guests
 1. Nicole Diamond, Counselor/Articulation Officer (1:10 p.m.)
 2. Meridith Randall, GWC President (1:20 p.m.)
 3. Yasmin Bravo, Student Equity – Student Retention Specialist (1:35 p.m.)
 4. Kay Nguyen, Acting Vice President, Instruction (1:50 p.m.)
- C. Approval of the Agenda and Minutes
 1. Agenda – February 13, 2024. President Jordan requested to amend the agenda and table Consent Agenda Item A and to remove Nursing from the Nominations & Elections section under Academic

- Senate. **MOTION** by Senator Lavarini to approve the agenda as amended. Seconded by VP Bouzar. Hearing no objections, the agenda was approved.
2. Minutes – [December 12, 2023](#). **MOTION** by VP Levin to approve the minutes as presented. Seconded by VP Bouzar. Hearing no objections, the minutes were approved.
- D. Announcements, Congratulations, and Appreciation
1. Congratulations to Keisha Cosand, Professor of English, GWC’s 2023-24 Teacher of the Year!
 2. Award & Appreciation to Senator Kelley.
Senator Duvall presented an Exceptional Leader Award to Senator Kelley on behalf of the Academic Senate and faculty in appreciation of her courageous commitment to shared governance and leadership as Senate VP through the challenging times on campus in 2022-23.
- 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

Item A of the consent agenda was removed.

- ~~A. Faculty Hiring Committees—Composition consists of (3) full-time discipline faculty and an option to include a 4th member. ([AP 7120C Faculty Hiring Search Committee composition](#)). Consent of search committees is contingent upon District’s approval of positions for hiring.~~
- ~~1. Criminal Justice

 - a. Derrick Watkins
 - b. Ron Smith (PT)
 - c. Michael McCarthy (PT)
 - d. Shawn Collins (PT)~~
 - ~~2. Nursing/Obstetrics

 - a. Diep Pham
 - b. Berlynn Ching
 - c. Amy Rangel
 - d. Natalie Dalton~~

MOTION by Senator Terrazas to approve consent agenda items B and C. Seconded by Senator Lavarini. Hearing no objections, the consent agenda was approved.

- B. **Damien Jordan** (Counseling) to replace **Victor Quiros**, Criminal Justice (retired), on the Intercollegiate Athletics PVR representing faculty from a non-related discipline.
- C. **Pete Bouzar** (Math) and **Gary Kirby** (Math) to serve on the Vice President of Instruction Search Committee. (Information Item: Laura Duvall, Psychology, was appointed by CFE).

III. NOMINATIONS & ELECTIONS

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

Visit the [Academic Senate’s Faculty Service Opportunities webpage](#) to view committee openings, review committee description, meeting information, and to submit your nomination. (PATHWAY: GWC Homepage > Quick Links > Academic Senate > Committees – Vacancies & Nominations)

VP Bouzar encouraged Senators to consider a leadership role as AS President and/or Vice President. The Senate will soon open a call for nominations. Additional information will be shared at the next meeting. Faculty were encouraged to submit their nomination if they are interested in renewing their terms on committees.

- A. Current Spring 2024 vacancies and new terms effective Fall 2024. First call for nominations closes February 28, 2024, then vacancies will be open until filled. Click the link above to review committee responsibilities, meeting schedules, terms, and to submit a nomination.
 - Academic Senate

- President (2024-2026)
- Vice President (2024-2026)
- Communication Studies (2024-2027)
- Criminal Justice (Spring 2024-2026)
- English (2024-2027)
- Kinesiology, Health Ed, PE, Athletics (2024-2027)
- Noncredit & ESL (Spring 2024-2026)
- ~~Nursing (Spring 2024-2026)~~
- Part-time Faculty At-large (Spring 2024)
- Physical Sciences (Spring 2024-2025)
- Psychology (2024-2027)
- World Languages (2024-2027)
- Council for Curriculum & Instruction (CCI)
 - Chair (2024-2026)
 - TECH Lead (2024-2025)
 - Biological Sciences (2024-2027)
 - Communication Studies (Spring 2024-2026)
 - Cosmetology (Spring 2024-2026)
 - Counseling & EOPS (2024-2027)
 - Criminal Justice (Spring 2024-2026)
 - English (2024-2027)
 - Liberal Arts & Culture (2024-2027)
 - Library (2024-2027)
 - Nursing (2024-2027)
 - Psychology (2024-2027)
 - Social Sciences (2024-2027)
- CCI - Area E Task Force
 - (1) Full-time faculty member from each area:
 - Kinesiology, Health Ed, PE, Athletics
 - (1) Full-time faculty member from any of the following areas:
 - Psychology
 - Business, Accounting, Marketing, Management (focus Business or Management)
 - (1) Full-time faculty member at-large
- CCI – Work Experience Education (WEE) Task Force
 - CCI representatives from each discipline designations:
 - CTE aligned curriculum
 - Non-CTE aligned curriculum
 - (1) Full-time Counselor
 - Chairs from each of the following areas:
 - Automotive Technology/Digital Arts/Drafting
 - Business, Accounting, Marketing, and Management
 - Cosmetology
 - Nursing & Health Professions
 - Criminal Justice
- Distance Education Advisory Committee (DEAC)
 - Art (2024-2027)
 - Auto Tech, Digital Arts, Drafting (2024-2027)
 - Communication Studies (2024-2027)
 - Cosmetology (2024-2027)
 - Criminal Justice (2024-2027)
 - Large Class Factor (Spring 2024-2025)
 - Noncredit & ESL (2024-2027)

- Nursing/Health Professions (2024-2027)
- Physical Sciences (2024-2027)
- Institute for Professional Development (IPD)
 - Auto Automotive Technology, Digital Arts, Drafting (2024-2027)
 - Biological Sciences (2024-2027)
 - Business, Accounting, Management (2024-2027)
 - Computer Science (Spring 2024-2026)
 - Cosmetology (Spring 2024-2025)
 - Criminal Justice (Spring 2024-2025)
 - Library (2024-2027)
 - Performing Arts (2024-2027)
 - Physical Sciences (2024-2027)
 - Social Sciences (2024-2027)
 - World Languages (2024-2027)
- Budget Council
 - Faculty At-Large (2024-2026)
- College Technology Committee
 - Counselor (2024-2026)
 - CTE (2024-2026)
 - DEAC rep (Spring 2024-2025)
- Diversity, Equity, Inclusion, Committee (DEIA)
 - Counselor (2024-2026)
 - English/ESL/ELL (2024-2026)
 - Faculty Member At-large (Spring 2024-2025) – Preferably not from Counseling, English/ELL/ESL, Math, Science and Social & Behavioral Sciences
- Institutional Effectiveness Committee (IEC),
 - (2) Faculty Members At-large (2024-2026)
- Sustainability & Facilities Committee
 - Quadrant 1 (2024-2026) – M&O, Central Plant, Women & Men PE, Rec Ed/Gym, Training Room, Tennis Courts, Volleyball Courts, Athletic Fields, Q1 Grounds & Parking
 - Quadrant 2 (2024-2026) – Auto Tech, Technology, Student Union, Cosmetology, Graphics, Fine Arts, Boand Gym, Robert Mayer Preschool, PLFB School Age Center, Q2 Grounds & Parking

IV. GUEST REPORTS & UPDATES *(max 5-10 minutes per item; 10-15 minutes total)*

- A. ASGWC Report – Jonathan Dao, ASGWC Vice President of Club Affairs
 - Organized Spring Club Expo 2024. Included nineteen clubs and five GWC departments and was well attended by students.
 - Hosted a Pizza Social during the first week of the semester and had over 195 attendees despite the weather.
 - ASGWC held a retreat in CJ MPR 100
- B. Articulation Officer update – Nicole Diamond, Counselor/Articulation Officer (1:10 p.m.)
Nicole Diamond introduced herself as the new AO and welcomed faculty to contact her with any questions. She looks forward to providing support to faculty related to curriculum and articulation with other universities.
- C. Faculty Hiring Update and [AP 7120C Faculty Hiring](#), proposed revisions – Meridith Randall, GWC President and Noah Levin, AS Vice President (1:20 p.m.)

Faculty Hiring Update - President Randall reminded that four GWC faculty positions were prioritized in Fall and presented to the Chancellor. Criminal Justice and Nursing were approved.

- GWC was the only campus approved for faculty hiring even though the other colleges had one or two faculty that did not make tenure and rehiring of those positions is now automatic.
 - President Jordan emphasized the importance of this automatic rehiring and reminded that this was not supported by the previous college president.

- Senators requested to have this in writing. President Randall confirmed it was discussed and documented at Cabinet. She will follow up.
- A Senator expressed concern with the potential that this may encourage Tenure Review Committees to not approve tenure if the opportunity to automatically rehire is available. President Jordan shared his experience on a TRC and the grueling process involved with not approving tenure for someone they knew was not a good fit for the college. He indicated that no one wants to write performance improvement plans and follow up. It is a very time-consuming and difficult process.
- President Randall informed that moving forward the plan is to review the retirements from all three colleges, however, with the understanding of current fiscal issues knowing that not all retirements would be refilled. She stated that it would be better going into the prioritization knowing in advance which positions District would approve to hire.
- Criminal Justice and Nursing have consulted with the AS EBoard regarding their search committee composition. They will be included on the next meeting consent agenda.

AP 7120C Faculty Hiring revisions – VP Bouzar suggested that if Senators are requesting that the automatic rehiring of failed tenure be in writing, that AP 7120C is where it should be documented, however, he acknowledged that this is the final reading since the DCC BP/AP Subcommittee has requested the AS approval in order to submit for the board agenda in March. It was suggested to document the rehiring in the contractual tenure review process.

- VP Levin presented AP 7120C and stated the primary changes improved the search committee composition. He reviewed the new options when departments do not have three full-time discipline faculty and the opportunity to include a fourth member. President Randall expressed her support considering one of the other colleges is less at risk of this than GWC.
- VP Bouzar emphasized that wherever it was applicable, the AS EBoard included that if there is a disagreement with the makeup of a search committee, the college president would consult with the AS President. This prevents the college president or HR from pulling a faculty member off a search committee, for example, for lack of diverse backgrounds without first consulting with the AS President. If the AS and college president do not agree, the VC of HR will be consulted to make the final determination and approve the search committee composition.
- In response to an inquiry questioning which takes priority, the discipline faculty or DEIA requirements, VP Levin affirmed that the language regarding DEIA was improved, however, it was understood that it would require collaboration with the college president, AS President, and HR due to confidentiality and privacy of faculty and other members may be involved. The option to include a fourth member may help to resolve DEIA concerns.
- Questions or concerns can be submitted to VPs Levin and Bouzar.

D. [Student Basic Needs Resources](#) – Yasmin Bravo, Student Retention Specialist (1:35 p.m.)

Yasmin Bravo reported on services available to students: The Stand food pantry, OCTA bus pass, emergency grant, basic needs grant, Chromebook loan program and homeless student resources.

- The Stand will be relocating in the Fall to Rec Ed. Partners with Second Harvest to provide a variety of fresh and frozen food to students.
- The Rack will not relocate in the Fall, but the campus will partner with clothing organizations to continue providing clothing resources for students.
- Emergency grant – up to \$1,000. Students are eligible once each Fall and Spring semester.
- Basic needs grant – students are eligible for two grants each Fall and Spring semester. Housing assistance up to \$1,000, childcare assistance up to \$1,000, and basic living assistance up to \$500.
- Students are eligible for both an emergency grant and the basic needs grants per semester. Their unmet need also determines the amount they qualify for.
- Faculty may refer students to The Lounge on the first floor of the LRC for a Chromebook loan.
- Homeless services – students are referred to on-campus and community resources and services. Faculty were encouraged to donate hygiene items, socks, towels, blankets, or contribute to the emergency fund for homeless students. Attending a conference...donate your hotel toiletries.

E. Accreditation: [Timeline](#), Work Groups – Kay Nguyen, Acting VPI (1:50 p.m.)

Acting VP Nguyen reported on accreditation and presented the timeline.

- Accreditation standards were condensed from 120 to approximately 30+ standards.
- The accreditation process will be a good opportunity for the college to review their processes, improvements, and outcomes. Review through the lens of how are we meeting the college mission and how are we supporting students.
- VP Nguyen reviewed the timeline and proposed goals.
- Depending on the committees and individuals and their role, they may be asked to take a small assessment of the different pieces (i.e. governance, college mission, and student support) or may provide feedback on the entire piece.
- She requested assistance to identify faculty members to participate in a writing work group and a Co-Chair to help with this process. The workload will not be heavy. The goal is no more than 70 pages of the accreditation report to be split into four different segments of the report for approximately 18 pages per section.
- The initial draft of the ISER content will be presented to the Academic Senate and other governance committees towards the end of this semester. During the summer, the feedback from the committees will be incorporated to develop a first draft for campus review. An MOU to compensate faculty during the summer is in development. A first and second reading of the draft will take place in Fall 2024 with final campus approval and final editing in Spring 2025 and submission for a May 7th board approval.
- She stated that evidence and outcomes can be found in policies, handbooks, and committee minutes which all should be readily available. She anticipates that the recent committee restructure has improved best practices of successful record management of agendas and minutes.

V. UNFINISHED DISCUSSION & ACTION ITEMS *(max 5-10 minutes per item; 10-15 minutes total)*VI. NEW DISCUSSION & ACTION ITEMS *(max 5-10 minutes per item; 10-15 minutes total)*

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

1. [CCCD First Amendment Memo](#) – Noah Levin, AS Vice President

VP Levin presented the First Amendment Memo and informed District is requesting support from every constituency across the district.

- Senators shared examples of issues in the classroom and requested guidance on what is considered free speech versus threatening or disruptive to the educational environment, and whether faculty would receive support from administration.
- President Randall informed that something can be considered objectionable without being threatening or disruptive. Profane language is a violation of the student code of conduct. Political t-shirts may be objectionable to some, but protected by freedom of speech or expression. She informed that the entire campus is a free speech area. Faculty were advised to seek assistance from their Dean if needed.
- Dr. Lee advised that faculty may submit an incident report and ACT will determine how to assist.
- Mr. Schneiderman clarified that faculty would have to manage incidents as best as they can and from the union perspective, they would not be disciplined in that situation. He referenced [AP 3900 Speech](#) which states that the areas open to exercise of free speech are the open areas of each campus with the exception of the classrooms. Faculty have the opportunity to determine if a free speech item that is not directly related to the curriculum is considered disruptive.

MOTION by VP Bouzar in favor of supporting the CCCD First Amendment Memo. Seconded by Senator Duvall. The votes were counted as (17) Bouzar, Bowlby, Brooks, Crescimanno, Duvall, Flesher, Ghadami, Green, Holland, Kirby, Kasabian, Kelley, Lavarini, Levin, Smith, Terrazas, and Uchlik. No (0). The motion passed.

2. AB 928 and AB 1111 updates – Monica Jovanovich and Gary Kirby, CCI Co-Chairs
Chair Kirby presented on the upcoming changes to curriculum involving AB 928 and AB 1111. Refer to detailed updates in the [PowerPoint](#).
 - AB928 - As of December 2024, all CSU-GE and IGETC submissions will combine to be CalGETC submissions. Last round of Fall 2025 submissions is December 2024. There is only one submission cycle left. UCTCA will still occur at the end of every Spring semester.
 - AB 1111 – Reviewed the common course numbering (CCN) draft implementation. Common course title and number to comparable courses across the California Community College system. The goal is to streamline transfer from two- to four-year postsecondary educational institutions and reduce excess credit accumulation, i.e. maximize credit mobility for students and strengthen equitable transfer and student success. Implementation in three phases from Spring 2024 - Fall 2027.
 - President Jordan inquired on the infrastructure and whether CourseLeaf and Banner are able to accept the new changes.
 - Chair Kirby informed the number of curriculum submissions would triple. He affirmed that it is imperative to create an effective implementation process and warned that it's possible that there will be a halt on curriculum unless the state legislation updates with the exception of state mandates.
 - VP Bouzar emphasized that there will be many changes impacting curriculum in the next three to five years and requested that administration make plans for the implementation and roll out by providing additional assistance and/or compensation. It is common for the state to implement changes and not provide funding which also results in additional workload to the classified staff. There is only one person responsible for curriculum submissions and they will require additional help.
 - President Jordan expressed his support and reported that the college Academic Senate Presidents met with the Chancellor and advised that if other colleges are asserting the need to possibly suspend curriculum in order to get the work done, that this is not a GWC-specific issue. President Jordan recommended that District prepare a financial plan to provide support and determine where the resources are so each college can complete the necessary work.
3. Canvas Training and Online Instruction – Jason Sheley, DE Coordinator
 - Mr. Sheley reported that per District, completion of Canvas Level 1 and 2 trainings are no longer required. Any mandatory training that is greater than two hours in length must be compensated. Level 1 and 2 will continue to be available but are no longer required.
 - As the GWC DE Coordinator, he participates on the Learning Management Committee (Canvas work group). They are in the process of developing a two-hour training which will include an assessment component and would apply to new full-time and part-time faculty who teach in-person or online.
 - Mr. Schneiderman affirmed that the union has been very agreeable in the past, but moving forward there needs to be a districtwide agreement with all three colleges. Part-time faculty have complained that they've been required to meet each individual colleges' certification requirements.
 - The question is what do we do from here? Mr. Sheley stated that the college is legally obligated to uphold the existing distance education standards. He informed that situations may arise where, for instance, a part-time faculty member who completed the previous two-hour Canvas training which might have been adequate at that time to help them learn some things related to accessibility and how Canvas works, is no longer adequate to help them uphold the standards of CVC. Fixing the compensation issue may result in creating a new problem such as being evaluated on things that they have not received proper training.
 - The DEAC is developing language regarding the current state of affairs that the Academic Senate could share to provide guidance to Department Chairs especially with Fall schedules

going out. It will be reviewed at a future AS meeting.

B. Other Agenda Requests

VII. REPORTS & UPDATES (*max 3 minutes per report; total time 15 minutes (@ 2:45pm)*)

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. AS President's Report – Damien Jordan (no report)
- B. AS Vice Presidents' Reports – Noah Levin (no report) and Pete Bouzar (no report)
- C. Council for Curriculum & Instruction (CCI) – Monica Jovanovich and Gary Kirby, Chairs
- D. Institute for Professional Development (IPD) – Kate Green, Chair (no report)
- E. Distance Education Advisory Committee (DEAC) – Jason Sheley, DE Coordinator
- F. Union Update – Rob Schneiderman, CFE Union President or Theresa Lavarini, GWC representative
Mr. Schneiderman announced a save the date for Bob Fey's retirement celebration. Additional information is forthcoming.
- G. Special Reports (as requested by Academic Senate)

VIII. ADJOURNMENT

- A. Move to Adjourn. Thank You! – Senate President
President Jordan adjourned the meeting at 3:05 p.m.

IX. INFORMATION ITEMS

- A. Senate Scholarship Fund Balance: Endowed balance: \$7,417. Recommended 2024-25 scholarship: \$350
(*Contact the Foundation Office to submit donations*)
- B. Senate Sympathy and Salutations Fund – (*Senators may contact the Foundation Office to submit donations*)
- C. 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*)

MEETING LOCATION: LRC 250 Community Room

Academic Senators – to ensure making quorum, the intent is to meet in LRC 250. Contact the Senate office to report your need to join online. (In accordance with [AS Brown Act Update 2/14/2023](#))

Guests are welcomed to attend via Zoom (Owl meeting camera will be utilized)

<https://cccd-edu.zoom.us/j/87044261696>

Meeting ID: 870 4426 1696