



# ACADEMIC SENATE MINUTES

Tuesday, April 11, 2023  
1:00PM – 3:00PM

## MEETING LOCATION: LRC 250 COMMUNITY ROOM

Guests may attend on Zoom: <https://cccd-edu.zoom.us/j/97505060146>  
Meeting ID: 975 0506 0146 ■ Refer to the last page for further details.  
Meeting documents are also available in the [AS SharePoint](#) (log-in required)  
[Transcript](#) ■ [Chat](#)

**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	John Kasabian - Auto Tech, Digital Arts, Drafting
Pete Bouzar - Mathematics & Engineering	<b>Heather Kelley - Vice President; Communication Studies</b>
Margot Bowlby - Social Sciences	<b>Gary Kirby - CCI Co-Chair</b>
Jodie Butler - DEAC Coordinator (non-voting)	Theresa Lavarini - English
Annamaria Crescimanno - Biological Sciences	<b>Noah Levin – Vice President; Liberal Arts &amp; Culture</b>
Natalie Dalton – Nursing/Health Professions	Teresa Nguyen – Noncredit & ESL
Laura Duvall - Psychology	<del>Victor Quiros</del> - Criminal Justice
Matthew Flesher - Kinesiology, Health Ed, Athletics	<del>Martie Ramm Engle</del> - Performing Arts
Sara Ghadami – Business, Accounting, Computer Science, Management, Marketing	Matthew Shimazu - Physical Sciences
	Julie Terrazas - Library
<b>Kate Green - IPD Chair</b>	Tammie Tran - World Languages & Sign Language
<del>Jon Holland</del> - Cosmetology	Criss Vo - Part-time Faculty At-large
<b>Damien Jordan – President; Counseling &amp; EOPS</b>	Vacant - ASGWC (non-voting)
<b>Monica Jovanovich - CCI Co-Chair</b>	[Patty Fonseca -Administrative Assistant/Recorder]

## I. PRELIMINARY MATTERS

- A. Call to order – AS President Damien Jordan  
President Jordan called the meeting to order at 1:01 p.m.
- B. Welcome Guests
  - 1. Carla Martinez, Dean of Students & Library (1:10 p.m.)
  - 2. Jodie Butler, Distance Education Coordinator (1:20 p.m.)
- C. Approval of the Agenda and Minutes
  - 1. Agenda – April 11, 2023. President Jordan requested to amend the agenda to split the public comments into two parts and reserve comments for the Resolution on the Vote of No Confidence until the second

half of the meeting. **MOTION** by Senator Lavarini to approve the agenda. Seconded by Senator Crescimanno. Hearing to objections, the agenda was approved as amended.

2. Minutes – [February 28](#), [March 14](#), and [March 21](#), 2023.

**MOTION** by VP Levin to approve the minutes. Seconded by VP Kelley. Hearing no objections, the minutes were approved as presented.

D. Announcements, Congratulations, and Appreciation

1. Shout out to Daniel Tswei, IT, for his technical assistance during the past two AS meetings.

- 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.*

MATT BLAKE – GWC student

Expressed appreciation of his Counselor, Denise Bon.

## II. CONSENT AGENDA

- A. [CCI Technical Review Formalization](#) (approved by CCI 4/4/2023) – Gary Kirby, CCI Chair  
Chair Kirby presented CCI's Technical Review Formalization which was previously approved by the voting members of CCI on April 4. **MOTION** by President Jordan to approve the Technical Review Formalization. Seconded by Senator Duvall. Hearing no objections, the motion passed.

## 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)

- A. Call for Nominations for terms effective Fall 2023. [View list of vacancies & access nomination forms.](#)

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

- A. [AB 2881 Student Parents](#) – Carla Martinez, Dean of Students & Library (1:10 p.m.)  
Dr. Martinez presented on AB 2881 ([PowerPoint](#)) and reviewed the GWC Parenting & Pregnant Students Resources [website](#) as per AB 2881 Student Parents requirements. Dr. Martinez will follow up on questions from the Senators:
- How do students identify in the A&R process to qualify for priority registration?
  - Is there an age limit and do foster parents qualify?
  - What type of documentation is required?
- B. Accessibility Review Protocol – Jodie Butler, Distance Education Coordinator (1:20 p.m.)
- [CCCD Accessibility Review Protocol](#)
  - [Accessibility Status Report Form](#)
  - [PopeTech Instructions for faculty](#)
  - [Accessibility Rubric Pope Tech Checklist](#)
  - [Institutional Guidance Matrix](#)

Jodie Butler reviewed the Accessibility Review Protocol. She stated District has been working for a year to formalize this and is now seeking feedback on the accessibility review and audit protocol.

- Canvas Admins will run batch reports based on the identified CRNs and go into the courses.
- Senators provided feedback on issues with PopeTech. Jodie recommended contacting IT for assistance with technical issues.

- Jodie stated she made note of concerns shared by the Senators and will forward them to whomever will be responsible to provide support. She noted, however, that she had not received any feedback from faculty prior to today's meeting and welcome they email her with their concerns.
- President Randall indicated that it is a professional obligation to make a course accessible and stated the Deans would follow up with any faculty member who is not in compliance. She informed the DE Faculty Training Coordinator may provide assistance and coordinate trainings with the CIL.

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

- A. Faculty Hiring - [Nursing Faculty Hiring Memo](#), March 2023 update. Request to hire two positions – Meridith Randall, Acting GWC President  
 President Randall informed the college is currently in the process of hiring a full-time Nursing faculty member with final interviews tentatively scheduled for April 11. The first-year full-time tenure track hire who started in Fall 2022 resigned this semester causing Nursing to now have two vacant full-time Nursing positions. Due to state and board requirements, the goal is to hire two full-time Nursing faculty from this hiring pool. Senator Best clarified that one hire would be replacing a retirement and the second would be replacing the failed tenure and affirmed this meets the contractual hiring practices. **MOTION** by Senator Bouzar in support of the request to hire two full-time Nursing faculty from this current hiring pool. Seconded by Senator Best. Hearing no objections, President Randall received the support of the Academic Senate to proceed with the hiring of two full-time Nursing faculty members.
- B. Academic Senate & standing committee representation [[AS Teams](#)] – Damien Jordan, AS President  
 1. [Petition for Representation](#) – Cosmetology and Criminal Justice  
 Senators discussed the criteria for qualifying for AS and standing committee representation. Since the petition was not received from Criminal Justice nor were representatives from Cosmetology and CJ present to speak on the petitions, President Jordan moved to table the item to the next meeting. Hearing no objections, the item was tabled.
- C. ASCCC site visit update – Damien Jordan, AS President  
 President Jordan informed the ASCCC site visit was rescheduled to the fall semester. Topics would include shared governance and best practices and possibly an analysis on the VoNC process. He stated letters of interest for Interim President are due today at 5pm with a national search expected to take place around July 2024. President Jordan noted the new year would provide the chance to discuss the recent campus circumstances and make recommendations on the hiring committees such as a Q&A open forum for executive administrative positions like the college president.
- D. 2021-2025 Strategic Plan Goals, AS Purview. Final report due to Planning Council April 24 – Damien Jordan, AS President  
 1. Goal #2 – Equity and Success  
 a. Strategy 3 - Identify and create processes and roadmaps to reduce barriers and foster success for all students.  
 b. Strategy 5 - Incorporate equity-minded decision making to create, promote, and maintain activities, programs, committees, planning documents, college decisions, and instruction that welcome, celebrate, and encourage respect for all.  
 President Jordan informed he is drafting the AS Progress Report which will include the work around equity and success, Starfish, Dual Enrollment, and Guided Pathways.

#### VI. NEW DISCUSSION & ACTION ITEMS *(max 15-20 minutes per item)*

- A. Role of AS in addressing systemic inequity and institutional barriers as it pertains to academic and professional matters - Acknowledgement \* Accountability \* Action  
 1. Potential Vote of No Confidence for Janet Houlihan, Vice President of Administrative Services – Damien Jordan, AS President.

2. [Joint Resolution by the Academic Senates regarding Courseleaf](#), 1<sup>st</sup> reading – Monica Jovanovich & Gary Kirby, CCI Chairs.  
Chair Kirby informed on the joint resolution by the Academic Senates on the purchase of Courseleaf. President Randall informed that at the Chancellor’s Cabinet this week, the discussion was beginning on implementation of Courseleaf in August 2023 and completing in August 2024. **MOTION** by Chair Kirby to approve the resolution. Seconded by President Jordan. A procedural vote was taken to vote on the first reading of the resolution. The votes were counted as (19) Yes: Best, Bouzar, Bowlby, Crescimanno, Dalton, Duvall, Flesher, Green, Jordan, Kasabian, Kelley, Kirby, Lavarini, Nguyen, Shimazu, Terrazas, Tran, and Vo. The  $\frac{3}{4}$  majority vote of (14) was met. The motion passed. The next vote was for the approval of the resolution. The votes were counted as (19) Yes: Best, Bouzar, Bowlby, Crescimanno, Dalton, Duvall, Flesher, Green, Jordan, Kasabian, Kelley, Kirby, Lavarini, Nguyen, Shimazu, Terrazas, Tran, and Vo. The motion received majority vote. The motion to approve the resolution on Courseleaf passed.
3. [Joint Resolution of CCCD Academic Senates on Academic Freedom](#) – Damien Jordan, AS President **MOTION** by Senator Bouzar to approve the resolution. Seconded by Senator Crescimanno. A procedural vote was taken to vote on the first reading of the resolution. The votes were counted as (19) Yes: Best, Bouzar, Bowlby, Crescimanno, Dalton, Duvall, Flesher, Green, Jordan, Kasabian, Kelley, Kirby, Lavarini, Nguyen, Shimazu, Terrazas, Tran, and Vo. The  $\frac{3}{4}$  majority vote of (14) was met. The motion passed. The next vote was for the approval of the resolution. The votes were counted as (19) Yes: Best, Bouzar, Bowlby, Crescimanno, Dalton, Duvall, Flesher, Green, Jordan, Kasabian, Kelley, Kirby, Lavarini, Nguyen, Shimazu, Terrazas, Tran, and Vo. The motion received majority vote. The motion to approve the joint resolution of CCCD Academic Senates on Academic Freedom passed.
4. Discussion – Joint Session of Academic and Classified Senates – Damien Jordan, AS President  
Removed from the agenda per President Jordan.

#### B. Other Agenda Requests

1. Vote of No Confidence regarding President McGrath follow-up 1:17:55  
President Jordan reported the move towards a vote of no confidence resulted from the 70+ emails and documentation submitted to the AS Eboard from faculty reference safety concerns and lack of transparency. He noted that faculty have clear paths of Vice Presidents to whom they may report concerns to or can hold accountable. However, he stated administrative services and campus safety affects the entire college. He noted it being a hidden wing. President Jordan opened the floor to public comments and discussion:

ANNAMARIA CRESCIMANNO, Academic Senator – Biological Sciences 1:19:27

Senator Crescimanno reported on her experience having been exposed to cancerous chemicals while teaching in the former Math Science building. States this as a reason she joined the SSFC chaired by VP Houlihan. As a faculty member who has been on side of safety concerns, and also having served on the safety committee and Planning & Budget, Senator Crescimanno affirmed VP Houlihan represented the concerns and recommendations of the committees. She stated VP Houlihan’s requests on behalf of the committees were routinely denied by the college president and/or determined to be a non-priority item. Senator Crescimanno affirmed the need to understand the budget process in addition to understanding that M&O does not have the staffing to meet the minimum standards to support the needs of the campus. She reported on a conversation with Joe Dowling, Director of M&O and VP Houlihan related to accreditation. Annamaria affirmed that safety matters must also be addressed at the District level in addition to the campus level.

ERIN CRAIG, Associate Professor, Mathematics

Erin informed that based on the org chart, VP Houlihan oversees Campus Safety, Measure M, M&O, Student Health Center, Swap Meet, and BAT. She stated VP Houlihan is the top-level leader of the college related to safety. She stated that VP Houlihan has yet to address the recent safety issues with the campus and has not taken responsibility. Erin requested an outside audit of administrative services particularly related to safety and the finances behind it, and requested a reorganization of BAT. She requested the Academic Senate consider the vote of no confidence for VP Houlihan.

SUNSHINE MCCLAIN – Professor, History

Sunshine reported having raised concerns regarding safety issues to VP Houlihan in 2019 and offered to go to Santa Monica College to learn how they implement active shooter policies and deal with hostile students. She stated a lack of transparency and communication as a chief complaint. Sunshine reported on the unresolved issues with the Admin building, her concern that issues on campus go back prior to President McGrath, and affirmed the need for change.

YVONNE PORTILLO, Professor, Counselor

Yvonne reported on the longstanding maintenance issues with the campus including water intrusion and rodent infestations in the Admin building, and lack of custodial services and security issues with the wall partition in the Student Services Building. She expressed frustration that the responsibility is left to the employees to clean and not the campus. She affirmed that the college should have the appropriate commitment to funding and structure with either campus personnel or an outside agency to provide a clean and safe working environment for all employees and students. Although she acknowledged the budget limitations are a factor, ultimately, Yvonne affirmed that VP Houlihan oversees administrative services and so expressed her support in the vote of no confidence.

MARGOT BOWLBY, Professor, Political Science

Margot expressed a lack of confidence in VP Houlihan's prioritization of health and safety of the college and cited the reduction in staffing at M&O and Campus Safety. She reported on health and safety concerns regarding the old Math Science and the Admin building.

THERESA LAVARINI, Academic Senator, English

Theresa remarked on a public comment addressed at a BOT meeting in support of VP Houlihan. She expressed her "shock" that as someone who is charged with safety, that VP Houlihan did not look into active shoot drills nor prioritized the college's preparedness. She stated that VP Houlihan was a reactive type of leader and addressed the lack of Clery Act notices. Theresa affirmed the English department's support in the vote of no confidence.

DAMIEN JORDAN, Academic Senate President

President Jordan informed on one-time funding that is provided to the college and his skepticism with how the funds were spent.

JENNIFER BAILLY, Professor, Economics

Jennifer addressed maintenance (i.e. broken elevator) and safety concerns with the Admin building and the potential of future personal health issues due to administration ignoring the concerns of the faculty. She acknowledged the possibility of Clery Act and Disability Act violations.

MIKE GOLDEN, Manager, Measure M Facilities Construction

Mike informed on the shortage of parts, vendors, and labor to service broken elevators. He requested that if the Academic Senate would pursue a vote of no confidence in VP Houlihan, that the Senate provide a first and second reading to offer a space for proper procedure and discussion. He acknowledged that safety is a broad term that may have different meanings for each speaker and can be an emotional issue. In response to Mike's comment, President Jordan addressed the reasons why there was an accelerated vote on the resolution for a vote of no confidence in President McGrath.

NOAH LEVIN, Academic Senate Vice President

VP Levin reported on the 70+ emails and documentation the Academic Senate Executive Board received regarding safety issues and negligence on campus involving VP Houlihan: environmental health and safety and security concerns with the Admin, Library and Math Science buildings. There hasn't been a report using the system for the Clery Act for at least six years.

SACHA MOORE, Professor, English

Sacha reported on her personal experience with a hostile student and the lack of support provided by VP Houlihan. She stated the safety and security issues are a long-term situation that many employees have faced for many years. A leader leads and shows up. She stated it is the job of the leader to find funding to allocate to safety and security resources which are vital to all personal and professional success. She expressed the campus is experiencing a great benefit of working with Acting President Randall who is able to bring forward creative solutions to help the campus succeed and stated that is not seen in VP Houlihan.

In closing, President Jordan stated that he wanted to give space to a discussion with the resolution not on the table, but that it is evident that the Academic Senate would have to move forward with the resolution that would be discussed formally over two meetings. A draft would be distributed with the agenda the Friday prior to the next meeting. Senators were asked to share with their colleagues and bring back feedback. Faculty may forward additional documentation to VP Levin.

## 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.*

*No reports*

- A. AS President's Report – Damien Jordan
- B. AS Vice Presidents' Reports – Heather Kelley and Noah Levin
- C. Council for Curriculum & Instruction (CCI) – Monica Jovanovich and Gary Kirby, Chairs
- D. Institute for Professional Development (IPD) – Kate Green, Chair
- E. Distance Education Advisory Committee (DEAC) – Jodie Butler, DE Coordinator
- F. Union Update – Rob Schneiderman, CFE Union President or Theresa Lavarini, GWC representative
- G. Special Reports (as requested by Academic Senate)
  - [OER Liaison Newsletter ASCCC – April 2023](#) – Noah Levin, OER Coordinator

## VIII. ADJOURNMENT

- A. Move to Adjourn. Thank You! – Senate President  
President Jordan adjourned the meeting at 3:01 p.m.

## IX. INFORMATION ITEMS

- A. Senate Scholarship Fund Balance: \$\_\_\_ *(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 (effective March 2023)**

Guests are welcomed to attend via Zoom (with Meeting Owl)

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](#))

Join Zoom Meeting (Owl meeting camera will be utilized)

<https://cccd-edu.zoom.us/j/97505060146>

Meeting ID: 975 0506 0146