



ACADEMIC SENATE MINUTES

Tuesday, November 28, 2023
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	Gary Kirby - CCI Co-Chair
Pete Bouzar - Vice President; Mathematics & Engineering	Theresa Lavarini - English
Margot Bowlby - Social Sciences	Noah Levin – Vice President; Liberal Arts & Culture
Dawn Brooks - Performing Arts	Teresa Nguyen – Noncredit & ESL
Annamaria Crescimanno - Biological Sciences	Diep Pham – Nursing/Health Professions
Laura Duvall - Psychology	Victor Quiros - Criminal Justice
Matthew Flesher - Kinesiology, Health Ed, Athletics	Jason Sheley - DEAC Coordinator (<i>non-voting</i>)
Sara Ghadami – Computer Science	Matthew Shimazu - Physical Sciences
Kate Green - IPD Chair	Justin Smith – History & Education
Jon Holland - Cosmetology	Julie Terrazas - Library
Damien Jordan – President; Counseling & EOPS	Fammie Tran - World Languages & Sign Language
Monica Jovanovich - CCI Co-Chair	Aleksandra Uchlik - Business, Account, Marketing, Management
John Kasabian - Auto Tech, Digital Arts, Drafting	Natalie Vu – ASGWC (<i>non-voting</i>)
Heather Kelley - Communication Studies	VACANT - Part-time Faculty At-large

I. PRELIMINARY MATTERS

- A. Call to order – AS President Damien Jordan
- B. Welcome Guests
 1. Adrienne Burton, Director, Financial Aid (1:10 p.m.)
 2. Jeanette Jaramillo, Research Analyst, Senior – Equity (1:25 p.m.)
- C. Approval of the Agenda and Minutes
 1. Agenda – November 28, 2023. President Jordan moved to switch the times of the guest presenters to accommodate a lengthier ISEP discussion. Seconded by VP Bouzar. Hearing no objections, the agenda was approved. (Update: the times were unchanged due to the late arrival of a guest).
 2. Minutes – [November 14, 2023](#). **MOTION** by Senator Crescimanno to approve the minutes. Seconded by VP Bouzar. Hearing no objections, the minutes were approved.
- D. Announcements, Congratulations, and Appreciation

- Senator Duvall encouraged support of the Holiday Art Sale taking place today and tomorrow from 8:30am -4:30pm in the Art Gallery.
- 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 Senator Terrazas to approve the consent agenda. Seconded by Senator Duvall. Hearing no objections, the motion passed.

- A. Area E Task Force (reports to CCI):
1. **Yvonne Portillo**, Counseling
 2. **Leslie Bitong**, Performing Arts (Dance)
 3. **Jennifer Baily**, Social & Behavioral Sciences (Economics)

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. Open until filled. Accepting nominations for terms starting Fall 2023. Click the link above to review committee responsibilities, meeting schedules, terms, and to submit a nomination.
- Academic Senator
 - Part-time Faculty At-large (2023-24)
 - Council for Curriculum & Instruction (CCI)
 - Communication Studies (2023-26)
 - Cosmetology (2023-26)
 - Criminal Justice (2023-26)
 - Liberal Arts & Culture (2023-24)
 - Distance Education Advisory Committee (DEAC)
 - Criminal Justice (2023-24)
 - Large Class Factor (2022-25)
 - Physical Sciences (2023-24)
 - Institute for Professional Development (IPD)
 - Auto Automotive Technology, Digital Arts, Drafting (2023-24)
 - Computer Science (2023-26)
 - Cosmetology (2023-25)
 - Criminal Justice (2023-25)
 - College Technology Committee
 - DEAC rep (2023-25)
 - Diversity, Equity, Inclusion, Committee
 - One faculty from either Art, Athletics, CTE, Criminal Justice, or Nursing (2023-25)
 - Recruitment Brain Trust
 - 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

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

- A. ASGWC Report – Natalie Vu, ASGWC Vice President (no report)
- B. 2022-23 Internal Student Equity Plan. Implementation of the key actions – Jeannette Jaramillo, Research Analyst, Senior – Equity (1:10 p.m.) [[Presentation.PDF](#)] [Internal Equity Plan](#) and [feedback form](#). Jeannette Jaramillo reported on the Internal Student Equity Plan (ISEP) which is currently under development. She is seeking feedback from the governance committees and took note of suggestions provided by the Senators and guests. A second reading will be presented to the Academic Senate in Spring.
- C. Financial Aid success and impact – Adrienne Burton, Director, Financial Aid (1:20 p.m.) [[Presentation.PDF](#)] Adrienne Burton provided a brief overview of Financial Aid and its role with students and the campus. She reviewed data as it pertains to the number of students that received funding, the disbursement of funds, and the types of departments on campus that they support. The new initiative is to increase efforts in support of undocumented students and outreach in the high schools to promote the Golden Promise Program. It was recommended to use Starfish to follow up with students that have not completed the FAFSA application. In lieu of classroom visits, she was asked to provide an information flyer that faculty can share with their class.

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

- A. [2023-25 Program Review Faculty Prioritization Rankings](#) – Damien Jordan, AS President
President Jordan presented the results of the Faculty Prioritization Senator Ratings and reviewed the Rankings. **MOTION** by VP Bouzar to approve the 2023-25 AS Rankings. Seconded by VP Levin.
- GWC President Randall confirmed she reviewed the Rankings and expects to have more information from District when she returns to the AS on December 5th to report on faculty hiring.
 - Senator Duvall expressed appreciation to President Randall for her consideration of the AS Rankings, however, indicated of importance is how many positions would be approved even if they are further down the list.

The votes were counted as (18) Yes: Bouzar, Bowlby, Brooks, Crescimanno, Duvall, Flesher, Green, Jordan, Jovanovich, Kasabian, Kelley, Lavarini, Levin, Pham, Shimazu, Smith, Terrazas, and Uchlik. No: (0). The motion passed.

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. [Resolution for Campus to purchase Copyleaks](#) (AI content detector), 1st Reading – Noah Levin, AS Vice President
VP Levin presented a first reading of the Resolution for the Campus to Purchase Copyleaks. He reported Copyleaks would be in addition to Turnitin. **MOTION** by Senator Duvall to approve the first reading of the Resolution as presented. Seconded by Senator Terrazas.
 - Senator Lavarini reported that there are faculty that purchased Copyleaks out of pocket and inquired whether they can be reimbursed.

- VP Bouzar confirmed this is on Dr. Serban’s radar and the Resolution will be presented to her if it passes, however, he acknowledged that in order to purchase it, District will also need the support of the other two colleges.
- Senator Bowlby stressed the importance of departments and faculty meeting to discuss academic integrity. As was discussed in the AI Task Force, departments may wish to review in what way might different disciplines allow artificial intelligence and how might it be limited across the discipline. She reinforced that now is a good time to make sure their syllabus statements are solid and that there is consistency across the discipline regarding the use of AI in their classes.
- Senators were asked to discuss the Resolution with their academic areas. A second reading will be presented at the next 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

President Jordan reported on the ASCCC Fall Plenary: will send Senators a copy of Resolutions voted on at Fall Plenary; there is nothing that impacts GWC directly except two points: the need to clarify student placement into Math Pathways for the Business Administration 2.0 ADT. This Resolution was forwarded to VP Bouzar in the Math department for further action. The second item concerning the ASCCC’s support of working with the local unions regarding DEIA language on tenure-track faculty evaluations was forwarded to CFE members Rob Schneiderman, Theresa Lavarini, and Julie Terrazas for further action.

B. AS Vice Presidents’ Reports – Noah Levin and Pete Bouzar (no report)

- VP Levin attended a Plenary session on AI which provided helpful ideas for the AI Task Force. He encouraged departments to discuss artificial intelligence and provide feedback to the AI Task Force. He reported GWC is doing good compared to other colleges.
- He acknowledged the campus is good about recruiting people to serve on committees, but reported there is a need to create a process for the removal of members from committees.
- He reported on the President Hiring Committee stating that the campus will soon receive an email regarding the Public Forum that will take place on Friday, December 15. The email will include a link for the campus to submit questions in advance. The time is TBA. It will be offered in person and livestreamed.

C. Council for Curriculum & Instruction (CCI) – Monica Jovanovich and Gary Kirby, Chairs

Chair Kirby announced CCI has one final meeting this semester on Tuesday, December 5th. Any new curriculum will not be ready until the spring.

D. Institute for Professional Development (IPD) – Kate Green, Chair

Chair Green announced the IPD will hold its final fall meeting on December 7th. Any new applications for conferences or classes for salary advancement taking place over winter intersession through February must be submitted to the IPD office by 5pm on Friday, December 1st. She announced upcoming English and Psychology conferences. Anyone interested in funding to host a department symposium in the spring would also need to submit the application by the December 1st deadline.

E. Distance Education Advisory Committee (DEAC) – Jason Sheley, DE Coordinator

Coordinator Sheley informed that courses selected for the PopeTech Accessibility Review must have edits and the final report due by Thursday, December 30th. The Online Instruction team is offering their last workshop on Thursday, December 30 from 2-4pm.

F. Union Update – Rob Schneiderman, CFE Union President or Theresa Lavarini, GWC representative

- CFE President Schneiderman reported the union is in continued negotiations. He added CFE has many proposals, and they are appreciative of the progress made by the temporary VC of Human Resources who is efficient and willing to move forward. President Schneiderman added that progress is slow regarding evaluations due to several lawsuits related to DEIA criteria required by the state chancellor’s office.

- He invited attendance of the CFE tail gate party for the hockey game on Saturday, December 2nd at the Noble Ale Works Brewery across from the Honda Center.
- G. Special Reports (as requested by Academic Senate)

VIII. ADJOURNMENT

- A. Move to Adjourn. Thank You! – Senate President
President Jordan moved to adjourn the meeting at 2:19 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

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 (with Meeting Owl)

Join Zoom Meeting (Owl meeting camera will be utilized)

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

Meeting ID: 870 4426 1696