



# ACADEMIC SENATE MINUTES

Special Meeting

Tuesday, December 5, 2023, from 1:00 p.m. – 1:30 p.m.

## 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	<b>Gary Kirby - CCI Co-Chair</b>
<b>Pete Bouzar - Vice President; Mathematics &amp; Engineering</b>	Theresa Lavarini - English
Margot Bowlby - Social Sciences	<b>Noah Levin – Vice President; Liberal Arts &amp; Culture</b>
<del>Dawn Brooks</del> - Performing Arts	<del>Teresa Nguyen</del> – 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> )
<del>Sara Ghadami</del> – Computer Science	<del>Matthew Shimazu</del> - Physical Sciences
<b>Kate Green - IPD Chair</b>	Justin Smith – History & Education
Jon Holland - Cosmetology	Julie Terrazas - Library
<b>Damien Jordan – President; Counseling &amp; EOPS</b>	Tammie Tran - World Languages & Sign Language
<b>Monica Jovanovich - CCI Co-Chair</b>	Aleksandra Uchlik - Business, Account, Marketing, Management
<del>John Kasabian</del> - 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  
President Jordan called the meeting to order at 1:02 p.m.
- B. Welcome Guests
  1. Meridith Randall, Interim GWC President (1:10 p.m.)
- C. Approval of the Agenda and Minutes
  1. Agenda – December 5, 2023. **MOTION** by VP Bouzar to approve the agenda. Seconded by Senator Duvall. Hearing no objections, the agenda was approved.
- D. Announcements, Congratulations, and Appreciation

- 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 Bouzar to approve the consent agenda. Seconded by Senator Terrazas. Hearing no objections, the consent agenda was approved.

- A. **Matthew Flesher** (Kinesiology, Health, PE, Athletics) to serve on CCI's Area E Task Force effective Spring 2024.

## 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 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  
Ms. Vu highlighted recent contributions and events by the ASGWC. [Full report.pdf](#)
- B. Faculty Hiring update – Meridith Randall, Interim GWC President (1:10 p.m.)  
President Randall presented her faculty hiring recommendation as noted here: [President’s Recommendations Memo](#) and [Nursing letter](#)
- President Randall stated some overriding priorities of the District are that we are above the faculty obligation number (district wide, not college specific). There is pressure from District not to add faculty at all but reduce such as with retirements.
  - The 50% law - She stated that Counseling and Librarian colleagues are on the wrong side which continues to concern District. President Randall informed that unrestricted lottery funds are part of the general fund. She offered to meet with Senator Terrazas privately to discuss staffing standards for Librarians and to bring back this conversation in the spring to share with the Academic Senate.
  - Although tied for second place on the Academic Senate Faculty Prioritization Rankings, Counseling Transfer may have a diminished chance of success at the District level due to the 50% issue, however, she will look further into the use of categorical funds for this position.
  - Cosmetology is still a possibility. Unlike Auto Tech though, she stated it’s unsure whether they have the potential to expand their program. In response to Senator Holland’s concerns regarding the Cosmetology department, President Randall stated that under certain circumstances such as Cosmetology absolutely not finding part-time hires, that she would research whether it would be possible to hire a temporary one-year full-time faculty member.
  - It is unknown whether the other colleges are submitting Faculty Requests.
  - President Randall stated she will request to add her faculty hiring recommendations to the next President’s Cabinet meeting which meets every Monday.
  - President Jordan recommended that the departments begin selecting their search committee members in anticipation of the Chancellor’s decision and be ready to forward those names to HR.

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

- A. [Resolution for Campus to purchase Copyleaks](#) (AI content detector), 2<sup>nd</sup> Reading – Noah Levin, AS Vice President  
**MOTION** by Senator Holland to approve the Resolution as presented. Seconded by Senator Lavarini. Hearing no objections, the motion was approved.

**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
- 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
- Chair Kirby informed that today is CCI’s last fall meeting. Any curriculum items for spring – submit for the first spring Tech Review on January 30<sup>th</sup>.
  - Will be meeting with the other college CCI Chairs to see if they can align with the GE changes with a goal to have them effective in the next catalog.
  - Senators were invited to the CCI meeting at 3pm to congratulate Jerry Castillo, Articulation Officer, on his retirement. Nicole Diamond is the new AO.

- D. Institute for Professional Development (IPD) – Kate Green, Chair (no report)
- E. Distance Education Advisory Committee (DEAC) – Jason Sheley, DE Coordinator (no report)
- F. Union Update – Rob Schneiderman, CFE Union President or Theresa Lavarini, GWC representative  
Senator Lavarini informed CFE’s last executive board meeting is tomorrow at GWC in the Language Arts building. They continue to make progress in negotiations.
- G. Special Reports (as requested by Academic Senate)

## VIII. ADJOURNMENT

- A. Move to Adjourn. Thank You! – Senate President  
President Jordan adjourned the meeting at 1:36 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

December 4, 2023

To: Academic Senate

From: Meredith Randall, Interim President

Re: Faculty Prioritization 2023-25

First, thank you all for a thoughtful and thorough process to prioritize faculty requests made through program review. The deadlines were fair and the presentations were informative. My primary thought after watching the presentations was that we do have many faculty needs. Unfortunately, the District is not in a financial position to fund positions without compelling reasons (such as legislation or accreditation) to fill them. In addition, the District continues to be about 40 faculty over the FON number, which is only partially offset by a need to remain above the line of the 50% law. There has been no discussion of a guaranteed number of positions.

My final recommendations below, which I will bring forward to the Chancellor and which will ultimately be vetted at Chancellor's Cabinet, attempt to accomplish the following as much as possible:

- Honor the Senate prioritization
- Reflect the 2023-2024 Strategic Focus elements
- Address recent vacancies that have created a burden on disciplines/areas
- Identify positions that are likely to meet the District's criteria for faculty positions

My recommendations are:

1. Criminal Justice (#1 in Senate rankings): Due to a retirement this fall as well as legislation that requires development of a Modern Policing degree by 2025, I agree that this position is critical. Part-time faculty have not been easy to find for this area. However, I recommend it based on a requirement that the person hired be able to teach POST classes as well.
2. Communication Studies (tied for #2 in Senate rankings): This area lost a full-time faculty member last year, but that is not the most compelling reason to fill it. The new transfer pattern will create increased demand, and already, the discipline offers more than 50 sections per semester with only 33% covered by full-time faculty.
3. Automotive Technology (#4 in Senate rankings): This area also lost a full-time position within the last two years and regularly turns away waitlisted students. Part-time faculty are very difficult to find, especially for day classes. With another faculty member, the area can increase enrollment and finish work on additional programs.
4. Nursing/Obstetrics (#7 in Senate rankings): While it is true that accreditation does not require a specific number of FT faculty, the Board of Registered Nursing continues to monitor whether we have adequate staffing (see attached communication). Alice Martanegara and I promised to make a good faith effort to increase faculty within the parameters of our faculty ranking process. I regret not following the Senate rankings faithfully – and I am hopeful we may be able to revisit the faculty requests that I skipped if we have more retirements this year – but I also want to present the requests that I believe have the best chance of approval

from the District AND that meet compelling needs. With the successful expansion of the nursing program, which increases enrollment as well as meeting community needs, adding another FT position in a needed area is critical.

I am prepared to discuss these recommendations and other positions in the rankings on Tuesday and add to this memo if requested. Thanks.

Meridith

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**From:** Rosenblatt, MaryJane@DCA <[MaryJane.Rosenblatt@dca.ca.gov](mailto:MaryJane.Rosenblatt@dca.ca.gov)>

**Sent:** Monday, November 13, 2023 5:20:15 PM

**To:** Martanegara, Alice <[amartanegara@gwc.cccd.edu](mailto:amartanegara@gwc.cccd.edu)>

**Subject:** Faculty

**Caution: External Email Sender.** Do not click on links or open attachments unless you are sure you recognize the sender and you know the contents are safe  
The original sender of this email is [MaryJane.Rosenblatt@dca.ca.gov](mailto:MaryJane.Rosenblatt@dca.ca.gov)

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Thank you for your inquiry regarding a regulation with a stated ratio of faculty to students in a prelicensure nursing program.

While there is not a specific ratio of this description, there is regulation to address resources:

- 1424 (d)(h) The program shall have sufficient resources, including faculty, library, staff and support services, physical space, and equipment, including technology, to achieve the programs objectives.

Allow me to note that during the March 2022 BRN continuing approval visit, Golden West College was found in non-compliance related to inadequate faculty. This was addressed and the program found in compliance later that year.

In addition, related to a request for an enrollment increase, Golden West was approved at the February 2023 Board meeting. To achieve this approval, Golden West submitted an executive summary that reported the commitment of the Coast Community College District to hire faculty to support the enrollment increase.

The total program evaluation, including the remarkable NCLEX scores of GWC graduates, reflects the faculty hired to respond to the areas of non-compliance found at the March 2022 approval visit. Please confirm that the school will be filling faculty positions to support the enrollment increase approved earlier this year.

Best,

**Mary Jane Rosenblatt, RN, MSN, NEA-BC, PHN**

Supervising Nursing Education Consultant

California Board of Registered Nursing

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