



ACADEMIC SENATE MINUTES

Tuesday, December 13, 2022
1:00PM – 3:00PM

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

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

Meeting ID: 975 0506 0146 < Refer to the last page for further details.

Employee log-in required to access hyperlinks within the agenda.

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	Damien Jordan – President; Counseling & EOPS
Pete Bouzar - Mathematics & Engineering	John Kasabian - Auto Tech, Digital Arts, Drafting
Margot Bowlby - Social Sciences	Heather Kelley - Vice President; Comm Studies
Jodie Butler - DEAC Coordinator (non-voting)	Theresa Lavarini - English
Kristine Clancy - CCI Chair; Communication Studies	Noah Levin – Vice President; Liberal Arts & Culture
Annamaria Crescimanno - Biological Sciences	Teresa Nguyen – Noncredit & ESL
Natalie Dalton – Nursing/Health Professions	Victor Quiros - Criminal Justice
Laura Duvall - Psychology	Martie Ramm Engle - Performing Arts
Matthew Flesher - Kinesiology, Health Ed, Athletics	Matthew Shimazu - Physical Sciences
Sara Ghadami – Business, Accounting, Computer Science, Management, Marketing	Julie Terrazas - Library
Kate Green - IPD Chair	Brooke Truong - ASGWC (non-voting)
Jon Holland - Cosmetology	Criss Vo - Part-time Faculty At-large

I. PRELIMINARY MATTERS

- A. Call to order – AS President Damien Jordan
President Jordan called the meeting to order at 1:03 p.m.
- B. Welcome Guests
 1. Tim McGrath, President (1:10 p.m.)
 2. Meridith Randall, Vice President of Instruction (1:20 p.m.)
 3. Rupa Saran, Chief Information Technology Officer (2:30 p.m.)
- C. Approval of the Agenda and Minutes
 1. Agenda – December 13, 2022. **MOTION by Senator Flesher to approve the agenda as presented.** Seconded by VP Kelley. Hearing no objections, the agenda was approved.

2. Minutes – [November 22, 2022](#), and [December 6, 2022](#). **MOTION by VP Kelley to approve the minutes as presented.** Seconded by Senator Duvall. Hearing no objections, the minutes were approved.
- D. Announcements, Congratulations, and Appreciation
1. VP Kelley congratulated Kristine Clancy and wished her much success in her new job. Senators expressed their appreciation of Kristine’s dedication and contributions to GWC.
 2. VP Kelley invited Senators to join the Faculty Excellence Award Prize Patrol in the LRC lobby immediately following the Senate meeting for the surprise announcement of the Teacher of the Year.
 3. President Jordan expressed appreciation to the Senators for their vote of confidence with his unanticipated role as AS President. He stated he’s learned a lot and appreciates the opportunity.
 4. VPI Randall VPI Randall announced that in collaboration with the Academic Senate President, Alexandra Uchlick was selected as the CBE Coordinator.
- 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 Crescimanno to approve the consent agenda. Seconded by VP Kelley. Hearing no objections, the consent item was approved.

- A. **Pete Bouzar** (Mathematics) and **Amy Jennings** (Psychology) to serve on the Search Committee for the Dean of Institutional Research, Planning, Effectiveness and Grants. President Jordan informed that **Travis Vail** (Biology) 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)

- A. Open until filled. Accepting nominations for terms starting Fall 2022. Click the link above to review committee responsibilities, meeting schedules, terms, and to submit your nomination.
- College Technology Committee (CTC)
 - DEAC
 - Council for Curriculum & Instruction (CCI)
 - Part-time Faculty At-large
 - Enrollment Management Committee
 - CFE (contact Rob Schneiderman, CFE President and copy Theresa Lavarini to self-nominate)
 - Distance Education Advisory Committee (DEAC)
 - Auto Tech, Digital Arts, Drafting
 - Criminal Justice
 - Noncredit & ESL
 - Part-time Faculty At-large
 - Social Sciences
 - Diversity, Equity, and Inclusion (DEI) Committee
 - English/ESL/ELL
 - Institutional Effectiveness Committee (IEC)
 - CFE (contact Rob Schneiderman, CFE President to self-nominate)

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

- A. ASGWC Report – Brooke Truong, ASGWC Vice President of Student Interest (no report)
- B. Results of Equitable Placement and Completion (AB 705) English and Math Improvement Plans and Next Steps for Implementation [\[PDF\]](#) – Meridith Randall, Vice President of Instruction (1:30 p.m.)

VPI Randall informed that a few months ago the state asked the colleges to provide research on AB 705 and how students were doing and throughput rates. Based on that data, each college received an individual message regarding what they were authorized to do in the future.

- GWC was told that the data did not support the idea that starting students in pre-transfer Math was helping them succeed. Their expectation is that GWC no longer offer pre-transfer level Math classes after this summer. VPI Randall states this has been discussed by the Mathematics faculty.
 - She reported this is an outgrowth of AB 705 and AB 1705 and believes the Math department has a plan. They have developed some S-classes like English 100 has developed. Spring 2023 will be the last semester that GWC will offer pre-transfer level Math classes. English no longer offers pre-transfer; everyone starts in English 100, unless they are ESL students.
 - President Jordan reported that the Math department may be developing non-credit courses for adult learners returning to college that may benefit from a refresher, however, for the majority of the students they will be required to take a transfer Math or supplemental with support. VPI Randall indicated that non-credits courses would be allowed.
 - There are also talks about reviving the Bridge Programs for incoming students in the summer as long as they're not credit bearing courses.
- C. [Brown Act Resolution](#) and Spring 2023 AS meeting update [\[Governor's Office update\]](#) – Noah Levin, AS VP
VP Levin informed on the new changes to the Brown Act meeting requirements effective February 28th when the emergency measures are lifted. The Academic Senate will be meeting in LRC 250. Additional information is forthcoming.
- D. [Cyber Security Awareness](#) – Rupa Saran, Chief Information Technology Officer (2:30 p.m.)
Rupa Saran reported on Cyber Security Awareness. She shared ways to prevent falling victim to cybercrime and encouraged employees to complete the trainings in Cornerstone.

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

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. [2021 – 2025 Strategic Plan Goals](#), AS Purview – Damien Jordan, AS President
 2. President Damien reviewed Strategy 3 & 5. He welcomed feedback from Senators on how the Academic Senate has met the goal and to identify where students are having success in their programs, and possible ideas for potential activities to give students more access or different experiences within your academic experience.
 - a. Goal #2 – Equity and Success
 - i. Strategy 3 - Identify and create processes and roadmaps to reduce barriers and foster success for all students.
 - ii. 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.
 3. AAC Workgroups Fall Reports *(max 5 min per item)*
 - a. Program Review – Heather Kelley, AS VP
VP Kelley reported the main focus of the work group was to help streamline the program review process and create an easy and effective process across all departments and disciplines on campus.

- Improve communicating expectations for the AS Q&A Session
- Make a rubric accessible for faculty to review prior to submitting their Program Review.
- There is a new flow chart for Program Review. When the author submits their Program Review, it will be directed to IEC and the AS Eboard simultaneously for technical review, then forwarded to the original authors for reviews and resubmittal.
- In discussions are reviewing the advantages and disadvantages for having Program Review in the spring versus fall.
- Next is to have the department chairs work with their deans in the spring semester to prepare a realistic budget. ORPIE plans to review the data dashboards to allow each department to effectively review their data and also think about the type of data that should be available in the future or what should be implemented.
- The Planning and Budget Councils will have a joint meeting with the President’s Cabinet to discuss the timeline and shared responsibilities and rules.

b. OER/ZTC – Kristine Clancy, OER Co-Coordinator

- Stephanie Hoon will continue in her role as OER Coordinator.
- Kristine reported the master list for the zero textbook cost markings is in good shape and will be forwarded to Erika Romeo which will decrease the need for faculty to be asking for their courses to be marked once they are on the master list.
- She reviewed the ZTC Degree Maps spreadsheet.

c. Academic Integrity and Academic Freedom – Pete Bouzar, Senator

Senator Bouzar reported on the Academic Integrity and Academic Freedom work group.

- There has been a huge spike in the number of academic dishonesty reports since COVID. This only includes those that are willing to report it.
- The intention was to have an education campaign for both faculty and students on the different ways of academic dishonesty and the consequences and best practices to try to prevent it.
- A survey was sent to faculty to gather additional feedback as it relates to their areas.
- The work group will reconvene in the spring to review the survey results and present their recommendations to the AS.

d. Guided Pathways – Damien Jordan, AS President

The Guided Pathways work group is under the AAC and chaired by President Jordan.

- Guided Pathways partnered with Career Snapshots to obtain career information related to degrees and programs. He shared that jobs sourced from the Bureau of Labor Statistics and connected to the degrees on the Academic Programs section of the GWC website.
- The work group engaged in an activity on onboarding which is part of guided pathways. There’s a huge attrition rate at GWC. Part of the activity was to apply to the college and examine the holes and hindrances.
- The work group would like the Enrollment Management Committee to review the issues with the enrollment process.

VPI Randall reported on the AIC discussion to create a Dual Enrollment work group under the Planning Council that would meet in the spring. She acknowledged the work of Matt Valerius in establishing the great relations with the high schools and believes it is a great opportunity to convene a faculty/administrative committee to discuss how to move forward.

- Planning Council determined the faculty areas and will recruit its membership and report the names to the AS.
- Kaori Nakama will be temporarily filling in for the next three months in Matt Valerius’ absence. VP Lee is also providing support. The new Dean of Research will oversee the Dual Enrollment program.

- VPI Randall reported on the Mathematics, Engineering, Science Achievement (MESA) program.
- The state loosened the requirements and GWC applied and will receive \$270K a year for five years. Funds will be used to pay for the required MESA Program Director. The delay is that the state has not yet issued the funding. The director will report to the Dean of Counseling and work closely with the STEM grant and faculty.

Dean Nguyen reported shared reported on the AANAPISI grant:

- The AANAPISI grant is for higher ed institutions that have at least 10% of the student population in that category.
- Every year colleges must apply for the designation before they can apply for the grant application. GWC is expected to apply in approximately March or April.
- Regardless of the application, Dean Nguyen stated it is a good opportunity for the college to review that the programs and services that are offered and determine if the campus is meeting the needs of this student population and develop strategies and interventions.
- The EMC and DEIA Committees are looking for volunteers to participate in the AANAPISI grant work.

B. Other Agenda Requests -

1. Faculty Hiring update – Tim McGrath, President (1:10 p.m.)

- President McGrath informed he is waiting for the January 12, 2023 Governor’s budget which is where new faculty are funded. He noted that there is no anticipation of any additional funding in the Governor’s budget for new faculty.
- One-year temporary full-time faculty positions: President McGrath will be meeting with VPI Randall and the Deans to determine the future status of permanent Computer Science and Nursing positions. Soft money was used for the Counseling one-year position. New money would be needed to fund a permanent position.
- In response to inquiries on replacement of the tenured Communication Studies and Articulation Officer faculty positions, President McGrath stated that discussions will take place with the Chancellor’s Cabinet and the Academic Senate after the resignation letters are received from the faculty members.
- President McGrath thanked those involved with the planning process – program review, planning, budget, and funding. He acknowledged that not only did the process work, but that the campus feels a part of the process and the funding is going to greatly impact the departments that were funded.
- AB 928 CalGETC: that issues are still going forward at least through May when the UCs, Cal States and the community colleges faculty reps decide as to how it will impact the campuses.
- Faculty survey – President McGrath thanked those that submitted their input. He plans to take each with the idea that it is to further not only his performance but also the work of the college.

2. [2021-22 Program Vitality Review \(PVR\) Outcomes](#) – Tim McGrath, President and Meridith Randall, Vice President of Instruction (1:20 p.m.)

- President McGrath thanked the committees for their work and recommendations. VPI Randall expressed appreciation to Deans Hicks and Vu for the improvements to their areas.
- President McGrath accepts the recommendations to remove Cosmetology and Criminal Justice from PVR.
- HIT, Theater Technology and ASL are currently in PVR. Those PVR reports were extended to spring.
- CCI Chair Clancy acknowledged the work of the Criminal Justice program and informed of a significant number of courses that need updating. She noted there is still work to be done.

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
 - The Program Review and Mid-Cycle process was successful. Further work will continue in spring.
- B. AS Vice President Reports – Heather Kelley and Noah Levin (no report)
 - VP Kelley invited Senators to join the Prize Patrol to announce the Teacher of the Year.
- C. Council for Curriculum & Instruction (CCI) – Kristine Clancy, Chair
 - Chair Clancy expressed appreciation for her time at GWC and the many friendships.
- D. Institute for Professional Development (IPD) – Kate Green, Chair
 - The IPD recently completed its approval of faculty promotions in Academic Rank.
 - She encouraged faculty to apply for spring conferences.
- E. Distance Education Advisory Committee (DEAC) – Jodie Butler, DE Coordinator
- F. Union Update – Rob Schneiderman, CFE Union President or Theresa Lavarini, GWC representative
 - Senator Lavarini reported on the union negotiations and District's incorrect reporting of STRS.
 - She informed on the VC of Finance budget and deficit spending presentation. It appears District is interested in removing COLA automatically from faculty. She asked faculty to keep an open mind as CFE works through the negotiations.
- G. Special Reports (as requested by Academic Senate)

VIII. ADJOURNMENT

- A. Move to Adjourn. Have a great winter break everyone! Thank You! – Senate President
President Jordan adjourned the meeting at 3pm.

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*)

Meetings are conducted via Zoom until further notice – Hosted by Damien Jordan, Academic Senate President

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

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