



ACADEMIC SENATE MINUTES

Tuesday, October 11, 2022
1:00PM – 3:00PM

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

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

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

Agenda documents [PDF]. 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	John Kasabian - Auto Tech, Digital Arts, Drafting
Pete Bouzar - Mathematics & Engineering	Heather Kelley - Vice President; Communication Studies
Margot Bowlby - Social Sciences	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 [Sub – Alana Krause]
	Tammie Tran - World Languages & Sign Language
Kate Green - IPD Chair	Brooke Truong - ASGWC (non-voting)
Jon Holland - Cosmetology	Criss Vo - Part-time Faculty At-large
Damien Jordan – President; Counseling & EOPS	(Patty Fonseca - Recorder/Administrative Assistant)

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. Christy Banales, Graduation Clerk (1:10 p.m.)
 2. Matthew Carlson, CPL Workgroup (1:20 p.m.)
- C. Approval of the Agenda and Minutes

1. Agenda – October 6, 2022. President Jordan requested to amend the agenda to include Unfinished Business Item V-C1. **MOTION by Senator Crescimanno to approve the agenda as amended.** Seconded by VP Kelley. Hearing no objections, the agenda was approved.
 2. [Minutes](#) – September 27, 2022. **MOTION by VP Kelley to approve the minutes.** Seconded by Senator Vo. Hearing no objections, the minutes were approved.
- D. Announcements, Congratulations, and Appreciation
1. Congratulations to Noah Levin, Philosophy, recipient of the Excellence in Leadership and Service Award and Criss Vo, English (part-time) recipient of the Peer Excellence in Teaching Award.
 2. Senator Ramm Engle announced the Fall 2022 Theater Department Costume Sale on October 19th, 20th, & 22nd in the KOCE studio. Hundreds of theatrical costumes and vintage pieces for sale.
 3. Senator Ramm Engle invited attendance of Dr. Dawn Brooks' Faculty Voice Recital on Friday, October 14th at 7:30 p.m. in Forum 2. Free admission.
- 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 Ramm Engle to approve the consent agenda.** Seconded by VP Kelley. Hearing no objections, the consent agenda was approved.
- A. **Tasha Chambliss**, Cosmetology, to represent Full-time Faculty At-large on the Professional Development Advisory Committee for a two-year term of Fall 2022 through Spring 2024.
 - B. **Phuong Nguyen**, Nursing (1-yr FT temp), to serve on the Distance Education Advisory Committee for a one-year term of Fall 2022 through Spring 2023.
 - C. **Ruth Calcanas**, Social Sciences, to replace Jennifer Bailly on the Social Sciences Equivalency Committee.
 - D. **Pete Bouzar**, Mathematics, to serve on the Search Committee, Dean of Institutional Research, Planning, Effectiveness and Grants.
 - E. **Mike Russell**, Auto Tech, to serve on the Search Committee, Director of Public Relations & Marketing.
 - F. **Huong Bush, Michelle Sambrano, and Yvonne Portillo** (Counseling) to serve on the Search Committee, Counselor – EOPS.
 - G. **Mike Miles**, Counselor, to serve on the ASGWC Finance Commission for a one-year term of Fall 2022 through Spring 2023.

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.
 - Council for Curriculum & Instruction (CCI)
 - Part-time Faculty At-large
 - Performing Arts
 - Distance Education Advisory Committee (DEAC)
 - Auto Tech, Digital Arts, Drafting
 - Criminal Justice
 - Noncredit & ESL
 - Part-time Faculty At-large
 - College Technology Committee (CTC)
 - DEAC

- CFE (contact Rob Schneiderman, CFE President to self-nominate)
 - Institutional Effectiveness Committee (IEC)
 - CFE (contact Rob Schneiderman, CFE President to self-nominate)
 - PVR Committee for Health Information Technology
 - Faculty member from a non-related discipline
- Senator Terrazas reported there are faculty in her department that are interested in serving on PVR Committees. The Senate office will contact the VPI office to confirm the Academic Senate and CFE appointed vacancies and follow up with Senator Terrazas.

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
- ASGWC is planning a Drive-In event later this month. Additional information is forthcoming.
 - National Coming Out Day was held today in the Student Union outdoor patio from 12-2 p.m.
- B. [CPL Request Form \(weblink form\)](#)– Christy Banales, Graduation Clerk (1:10 p.m.)
- a. [CPL Workflow](#)
- Christy presented the CPL Request Form and received several comments and recommendations from the Senators. Highlights included:
- To be eligible for CPL, the student must be currently enrolled at a college in the District and must be in good standing and must meet specified eligibility requirements as defined by each college in the District. The student must have at least an abbreviated student educational plan on file and the course must be listed in the college catalog. The decision that the student must be currently enrolled was made by District. VPI Randall informed the enrollment requirement may be lifted in the future.
 - CPL units approved by a college in the District will be recognized by the sister colleges.
 - CPL is a faculty driven process with approval by a faculty member. If a discipline expert is not available, the department chair will review.
 - How is CPL going to be notated in DegreeWorks so the counselors can see what’s been given credit for? Christy confirmed she has been working with the Dean of Counseling and CPL credit will be notated in a similar manner in Banner to transcripts from other colleges.
 - Since faculty do not work during the summer, students will be advised that advanced planning will be necessary, and CPL applications should be submitted in the spring semester for fall enrollment.
 - A senator shared concerns affecting Anatomy & Physiology courses.
 - Because CPL is new to the campus, Christy informed the timeline is a work in progress. Typically course substitutions take three to five days.
 - A senator expressed concern with the potential inconsistency with the evaluation process not only within the District but with other colleges. Christy acknowledged CPL is new for all colleges and approval of units is a learning process for all. There was concern that students may “shop around” for a college that would award higher units.
 - The CPL demand may be from students in the military. There are students that have been waiting over a year for their JTS to be reviewed.
 - Christy reported District’s expectations are the CPL form is live at GWC and students are submitting the CPL request by the District’s next CPL meeting on November 4th. Christy will be reporting on the progress at GWC since the college is further along in the CPL process than OCC and CCC. Pending is for faculty to identify the discipline experts for this form and for the military articulation platform process and to provide a training session for said experts.
 - President Jordan requested she provide a list of the discipline experts to the Academic Senate at the start of the spring semester and return to present an update on CPL.
- C. Military Articulation Platform – Matthew Carlson, CPL Workgroup (1:20 p.m.)
- Matthew presented on the workflow for the military articulation platform after a student submits a Joint Services Transcript (JST) for their CPL:

- The JST includes their military training and course completions for the U.S. Army, Marine Corps, Navy, Air Force, and Coast Guard.
- The American Council on Education (ACE) faculty evaluators are faculty members from a variety of colleges that have signed up to specifically evaluate military classes and occupations to determine the eligible number of credits. They review to make sure that it all aligns and confirm what constitutes a good substitution.
- Matthew explained that if a college within the district articulates a class first, then it would have to be accepted by the sister colleges.
- **MOTION by Senator Bouzar to approve the CPL evaluation process and workflow at this time and revisit next semester pending Christy Banales’ update to the AS.** Seconded by Senator Crescimanno.
- A senator shared concerns affecting Anatomy & Physiology courses. VPI Randall stated her belief that CPL will increase enrollment. She affirmed it is a faculty purview and up to the faculty to determine if it meets the requirements.
- President Jordan recommended training through the CIL to get GWC ACE evaluators and discipline experts for affected areas such as Biology, A&P, Chemistry, Math, Business and Accounting and anywhere that there will be a cross-over in disciplines to get a better understanding of the metrics. Senator Bouzar supported the need for training.
- Matthew clarified that faculty evaluators will have access in the software to view the military SLO for that particular course including the unit hours.
- CCI Chair Clancy affirmed CPL is a faculty purview and that it will help to increase enrollment. She noted the importance to roll it out and fine tune along the way. Faculty will always be in the loop.
- Dorsie Brooks shared that a CPL Faculty Toolkit is in development.
- **Following discussion and hearing no objections, the motion passed.** A follow up presentation on CPL and the military articulation platform will be scheduled in spring.

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

- A. [Competency-Based Education \(CBE\) MOU](#), 2nd reading – Meridith Randall, Vice President of Instruction
VPI Randall presented a revised MOU which included the senator recommendations from the previous AS meeting. She presented the position as “information gathering and reporting to other campus groups”.
MOTION by Senator Bouzar to approve the CBE MOU as presented. Seconded Senator Duvall. Hearing no objections, the motion passed.
- B. [Academic Senate Goals 2022-2024](#), 2nd reading – Damien Jordan, AS President
President Jordan shared the revised Academic Senate Goals 2022-2024. **MOTION by Senator Bouzar to approve the 2nd reading of the AS Goals as presented.** Seconded by VP Kelley. Hearing no objections, the motion passed.
- C. Mid-Cycle – Damien Jordan, AS President
1. [Mid-Cycle Considerations](#)
President Jordan requested history of the AS determining whether a Faculty Request met the extenuating circumstances criteria.
 - Former AS Presidents provided clarity on the purpose of Technical Review and informed that all submissions were moved forward to the AS Ratings process and ranked accordingly by the senators.
 - A senator proposed not to rank requests that do not meet the guidelines. A senator recommended that since Program Review is now a two-year process, Faculty Requests that do not meet the Mid-Cycle extenuating circumstances criteria should wait to submit the following year.
 - VP Levin expressed concern that a small group such as Tech Review would determine whether the Faculty Request met extenuating circumstance and that the decision should be made by the Senate body. It was noted that during Q&A the faculty rep may provide an oral

defense to support why they feel it meets extenuating circumstance. He acknowledged there should be less submissions due to the new two-year cycle.

- VP Levin made a recommendation which was supported by President Jordan to continue rating all submissions but to add a check box on the Ratings Form: “Does it meet extenuating circumstance? Yes/No”. If it meets 50% then the Faculty Request will be ranked accordingly.
- **Hearing no objections, VP Levin MOVED to approve the amended Academic Senate Prioritization Process: continue with the Eboard Technical Review per usual. All Faculty Requests would be invited to attend Q&A. Senators would rate all requests and check whether they feel it met extenuating circumstance for mid-cycle. Faculty Requests meeting 50% will be ranked accordingly. Faculty Requests not meeting the 50% requirement will not be included in the final ranking.** Seconded by Senator Bouzar.
- There was continued concern with permitting a Faculty Request that was determined during Tech Review not to have met the extenuating circumstance for mid-cycle to attend Q&A. VP Levin affirmed that the main Senate body should make that determination. He added that permitting faculty the opportunity to provide an oral defense at Q&A outweighs the senators “wasting” a few minutes to complete the rating form. The extenuating circumstance check box would determine those that would be excluded from the final list of ranking order.
- VP Jordan emphasized that the mid-cycle process is the appropriate place for those seeking anything other than faculty hires and they do not need to meet an extenuating circumstance.
- Following the discussion, the votes were counted as: Yes (21) Best, Bouzar, Bowlby, Clancy, Crescimanno, Dalton, Duvall, Flesher, Ghadami, Green, Holland, Jordan, Kelley, Lavarini, Levin, Nguyen, Quiros, Ramm Engle, Shimazu, Terrazas, and Vo. No = (0). **The motion was approved.**

2. Faculty Requests - Rankings

President Jordan inquired whether to incorporate the mid-cycle ratings with last year’s rankings or to submit two separate lists, one for Program Review and a Mid-Cycle Extenuating Circumstance list.

- There was support in submitting two lists as well as concern with a single list that incorporates both ratings where politics and possible manipulation of the mid-cycle process may achieve a higher rating to move up in the rankings.
- VP Levin acknowledged the concerns of both sides but affirmed that the AS Ranking List is a Senate recommendation to the college president with President McGrath making the final decision on faculty hiring.
- Senators will discuss the Ranking process with their departments and a vote will take place at the next Senate meeting regarding whether to create one or two Rankings lists.
- President Jordan informed that the Ratings and Ranking process and timeline will be presented at the next AS meeting.

3. Search Committees

President Jordan reminded on the issues with DEI and the search committee composition during last year’s Program Review

- VPI Randall to provide a copy of the faculty hiring board policy and noted the division dean initiates the announcement seeking faculty membership. She acknowledged the system is challenging the college to have a more diverse faculty and that research demonstrates that one way to accomplish that is to offer more diverse search committees.
- A senator requested clarity on what constitutes diversity and expressed concern with meeting quotas.
- President Jordan acknowledged the diversity factor did not necessarily exist in the past but encouraged working collaboratively with the deans when creating the search committees to minimize interference from administration.
- Senators expressed a need to increase the number of faculty membership on faculty hiring committees. Bob Fey informed on routine violations districtwide of the hiring search

committee board policies. As the AS appointee on the DCC BP/AP Subcommittee, Senator Bouzar offered to raise this concern with the subcommittee.

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. Academic Advisory Committee – Heather Kelley, AS Vice President
 - a. [AAC Proposed Workgroups 2022-23](#)
VP Kelley presented the list of proposed AS workgroups. A recommendation was made to provide a clearer scope of the work of each workgroup. Meeting schedules will be determined by each workgroup but it was suggested they meet on the Tuesdays off week of Senate.
 - Seeking membership from Academic Senators, full and part-time faculty at-large.
 - VP Kelley took note of Senator volunteers.
 - **MOTION by Margot Bowlby to approve the AAC workgroups as presented.**
Seconded by Senator Bouzar. Hearing no objections, motion passed.
 2. **Academic Senate Bylaws Appendix G/VP assignments – Damien Jordan, AS President**
Senator Bouzar informed the purpose of AAC is to be an umbrella committee for the various workgroups formed by the Academic Senate dealing with 10+1 issues. The AAC is led by one of the AS Vice Presidents and the Bylaws were to allow for flexibility as to which VP would lead that role. The main purpose was for the VP to mentor other VPs or Senators in a leadership role to oversee the work of the workgroups. For 2022-23 the terms of the VP were staggered, and one was made into a one-year term, however, the VP terms will return to two-year terms during the next election cycle.
- B. **Other Agenda Requests**
1. **CFE Update – [DEIA Competencies and Criteria Recommendations](#)** – Theresa Lavarini, Academic Senator Lavarini shared the DEIA Competencies and Criteria Recommendations and informed on the proposed changes to Title V which have not yet gone into effect, the impact to the faculty evaluation process, the burden to the negotiation team. She shared the union perspective in a letter that though they supported all the values, that there was concern with the way it was being so heavy handed and there is strain into areas that should be negotiated. She will provide a copy of the letter for the next AS meeting.

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**
- Counselor EOPS position – interviews begin next week
 - President Jordan reported on the CFE update at the board meeting and the hopeful nature to resolve work from home requirements. An answer on the spring work from home requirements should be available next week.
- B. **Academic Senate Vice President Reports** – Heather Kelley (none) and Noah Levin (none)
- C. **Council for Curriculum & Instruction (CCI) – Kristine Clancy, Chair (none)**
- D. **Institute for Professional Development (IPD) – Kate Green, Chair**
Chair Green informed on the IPD's recent increase in conference funding from \$2,000 to a \$2,500 annual allowance. She requested Senators encourage their colleagues to attend conferences.
- E. **Distance Education Advisory Committee (DEAC) – Jodie Butler, DE Coordinator**
- Senator Duvall reported that the loss of David Vasquez in Online Instruction leaves one staff member to provide Canvas support for both faculty and students and asked faculty to prepare for delays in receiving support.
 - A senator shared her department's concern over a lack of available Canvas trainings, however, Senator Duvall reported several openings for both Level 1 and 2. New faculty hires have their first semester to

complete the Canvas trainings, but further clarification is needed. Jodie Butler will be presenting an update soon at CCD.

- Senator Duvall indicated that unless President McGrath decided to make the cyber training a part of the faculty semester workload, that the email was worded as strongly recommended and therefore the training is not required. She reported on issues with ransomware.

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

- Bagels and Coffee today.
- Due to David Vasquez’s recent resignation from Online Instruction, Senator Lavarini expressed concern with the limited faculty support in online instruction and IT and proposed a future AS discussion. She inquired on the Classified Senate’s plan to hire additional classified staff and reported that there is worry about the state of the campus due to several vacancies.

G. Special Reports (as requested by Academic Senate)

VIII. ADJOURNMENT

A. Move to Adjourn. Have a great week everyone! Thank You! – Senate President

President Jordan adjourned the meeting at 3:07 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*)

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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