



## ACADEMIC SENATE MINUTES

Tuesday, March 11, 2025  
1:00 p.m. – 3:00 p.m.  
**MEETING LOCATION: LRC 250 COMMUNITY ROOM**

Guests may attend on Zoom: <https://cccd-edu.zoom.us/j/84934648543> | Meeting ID: 849 3464 8543  
Meeting documents are also available in the [AS SharePoint](#) (CCCD login 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 Academic Senate's discretion to maintain 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   ■   ~~Strikethrough~~ = absent   ■   *Italics* = Zoom   ■   Zoom guest = not counted towards quorum

|   |   |
|---|---|
| <b>Jennifer Bailly, CCI Chair</b>                                   | <del>Phuong Nguyen</del> – Nursing/Health Professions   |
| Amanda Best - Arts  | Teresa Nguyen – ELL/ESL/GED   |
| <b>Pete Bouzar - Vice President   Mathematics &amp; Engineering</b> | <del>Cat Ponsford</del> – Cosmetology (PT)  |
| Dawn Brooks - Performing Arts                                       | Joel Powell - Social Sciences   |
| Annamaria Crescimanno - Biological Sciences                         | Tiffany Ruggeri (Comm Studies) - Part-time Faculty At-large                                     |
| Laura Duvall - Psychology   | Samantha Sarmiento – ASGWC ( <i>non-voting</i> )  |
| Matthew Flesher - Kinesiology, Health Ed, Athletics                 | Matthew Shimazu - Physical Sciences   |
| <b>Kate Green - IPD Chair</b>                                       | <b>Justin Smith – Vice President   History &amp; Education</b>                                  |
| <b>Damien Jordan – President   Counseling &amp; EOPS</b>            | Julie Terrazas – Library  |
| John Kasabian - Auto Tech, Digital Arts, Drafting                   | Tammie Tran - World Languages & Sign Language   |
| Heather Kelley - Communication Studies                              | Aleksandra Uchlik - Business, Account, Marketing, Management                                    |
| Theresa Lavarini - English  | <del>Michelle Veyette</del> (English PT) – Distance Education Coordinator ( <i>non-voting</i> ) |
| Noah Levin – Liberal Arts & Culture                                 | Derrick Watkins - Criminal Justice  |
| <del>Nikki Nguyen</del> – Classified Senate ( <i>non-voting</i> )   | VACANT – Computer Science   |

### I. PRELIMINARY MATTERS

- A. Call to order – AS President Damien Jordan  
President Jordan called the meeting to order at 1:03 pm.
- B. Welcome Guests
- C. Approval of the Agenda and Minutes
  1. Agenda – March 11, 2025. **MOTION** by Senator Best to approve the agenda as presented. Seconded by VP Bouzar. Hearing no objections, the motion passed.
  2. Minutes – [February 25, 2025](#). **MOTION** by Senator Best to approve the minutes as presented. Seconded by Senator Kelley. Hearing no objections, the motion passed.
- D. Announcements, Congratulations, and Appreciation
  1. President Jordan announced that in collaboration with the GWC AS EBoard, OCC, and CCC, the public-facing Searchable Class Schedule would no longer refer to as "Intersession" but simply "Winter" = Winter, Spring, Summer, Fall.

2. Senator Lavarini shared that she attended the GWC Theater Department’s production of *The Nether*, describing it as both interesting and thought-provoking.

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

- A. Appointment of the following faculty members to campus committees:

**MOTION** by Senator Best to approve the consent agenda. Seconded by Senator Kelley. Hearing no objections, the motion passed.

|   | FACULTY               | DISCIPLINE | COMMITTEE       | POSITION       | TERM    |
|---|-----------------------|------------|-----------------|----------------|---------|
| 1 | Justin Smith          | History    | Academic Senate | President      | 2025-27 |
| 2 | Annamaria Crescimanno | Biology    | Academic Senate | Vice President | 2025-27 |

## 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)

President Jordan announced his nomination for AS Vice President and Kate Green as the nominee for IPD Chair. Election ballots will be distributed following the Senate meeting.

- A. Election of **Academic Senate Vice President 2 nominee**. Election period: March 11-17, 2025.
- B. Election of **IPD Chair nominee** by the voting members of the IPD. Election period: March 11-17, 2025.
- C. Call for current Spring vacancies and terms starting Fall 2025.

Vacancies will remain open until filled. Nominations submitted by noon on the Friday before a Senate meeting will be included on the agenda for committee appointment. [Committee vacancies and nomination spreadsheet](#)

- Academic Senate | Term: three years (2025-28) unless otherwise specified
  - Classified Senate | 2025-27
  - Computer Science | Spring 2025 & 2025-28
  - Social Sciences
- Council for Curriculum & Instruction (CCI) | Term: three years unless otherwise specified
  - Art | 2023-26
- Distance Education Advisory Committee (DEAC) | Term: three years unless otherwise specified
  - Criminal Justice | 2024-27
  - ELL/ESL/GED | 2024-27
  - Social Sciences
- Institute for Professional Development (IPD) | Term: three years unless otherwise specified
  - Automotive Technology, Digital Arts, Drafting | 2024-27
  - Computer Science | 2023-26
  - Criminal Justice | Spring 2025
  - Criminal Justice | 2025-28
  - ELL/ESL/GED | 2023-2026
  - Kinesiology, Health, PE, Athletics | 2023-26
  - Library | 2024-27
- College Technology Committee | Term: two years unless otherwise specified
  - DEAC rep | Spring 2025
  - DEAC rep | 2025-27
- Sustainability & Facilities Committee | Term: two years unless otherwise specified

- Quadrant 3: Native Garden, LRC, GE, Lang Arts, Bookstore, Student Svs Ctr, Forum II, Music, Communications, Theater, Q3 Grounds & Parking
- Quadrant 4: Math & Science, Forum I, Swap Meet Office, Public Safety, Nursing, Bldg. 26 (old CJ), Bldg. 33 (Annex), Administration, Business, RCJTC, Q4 Grounds & Parking
- Safety Committee | Term: two years unless otherwise specified
  - Full-time Faculty At-Large

#### IV. GUEST REPORTS & UPDATES *(max 5 minutes per item; 5-10 minutes total)*

- A. ASGWC Report – Samantha Sarmiento, ASGWC Vice President of Student Advocacy (no report)

#### V. UNFINISHED DISCUSSION & ACTION ITEMS *(max 5 minutes per item; 5-10 minutes total)*

- A. [Faculty Prioritization Task Force recommendations](#) – Damien Jordan, AS President  
President Jordan presented the Faculty Prioritization Task Force's recommendation to approve the guidelines in phases, rather than all at once, and outlined today's recommendations as follows:

- Score/rank faculty requests every year
- For positions already on the Master list, that paperwork does not need to be re-filed (unless desired with new data)
  - ALL positions scored new
  - A “norming exercise” will occur with examples of positions, score and discussed in Senate session
- Failed search – “pinned” and to remain at the top of the list until hired
  - MOU: Administration/Senate (to be brought back to Senate)
- Timeline: “Build in” a Q&A discussion to Include presentations by discipline that covers info NOT in the Program Review or Annual Report
  - Program/request updates and metrics/highlights
- Timeline: “Build in” a Report from Administration on Hiring Climate PRIOR to Faculty Scoring/Ranking to determine program/campus needs/prioritization
- Timeline: “Build in” a “norming exercise”, scoring older requests followed by discussion as to why scores were assigned by Senators to a sense of collective thought

President Jordan noted that during the norming exercise, Senators would score a sample Faculty Request and discuss their reasoning. This may help align perspectives and ensure consistency in decision-making.

- Concerns were raised about fairness in scoring, including preventing individuals from unfairly inflating or deflating scores.
- Further discussion is needed on the scoring scale and the potential inclusion of factors like program needs and a possible “wild card” category. A Senator explained that, in the past, a wild card was used to address compelling college needs, such as AI or ZTC, that qualified as unique extenuating circumstances. However, since departments will now have the opportunity to reapply annually, it was noted that a wild card would no longer be necessary.
- President Jordan stated that scoring and ranking would occur annually. Positions already on the master list do not require refileing unless the department chooses to update them with new data.

The discussion continued on to New Discussion Item A-1.

#### VI. NEW DISCUSSION & ACTION ITEMS *(max 5 minutes per item; 5-10 minutes total)*

- A. Role of AS in addressing systemic inequity and institutional barriers as it pertains to academic and professional matters - Acknowledgement \* Accountability \* Action
1. Potential MOU between GWC and Academic Senate regarding Faculty Hiring due to Failed Search – Damien Jordan, AS President

President Jordan informed that a previously approved faculty hire was not honored after a failed search, without consultation with the Academic Senate. He expressed surprise that the issue had never occurred elsewhere in the District as was confirmed by CCC and OCC. By making the agreement part of the Senate's history, he aims to establish a precedent for future administrations and the Academic Senate, ensuring procedural consistency and respect for the faculty hiring process.

- Senator Best provided the history concerning the Art department's failed search.
- Concerns were raised about the lack of transparency and the need for a formal process requiring the administration to discuss compelling reasons for not filling such positions.
- It was suggested that failed searches be prioritized at the top of the AS Faculty Prioritization master list until successfully filled.
- A Senator emphasized the importance of not pressuring departments to hire unsuitable candidates just to fill a position. Allowing them to try again the following year helps avoid potential issues.
- Discussions also covered faculty hiring through grant funding, clarifying that grant-funded faculty are typically hired as temporary employees and must reapply if funding expires.
- Questions arose about tenure-track implications and the need for clear guidelines.
- The new faculty prioritization changes would remove the Extenuating Circumstances component. It was proposed that Faculty Requests align with Program Review cycles to prevent indefinite carryovers and ensure updated data.
- **MOTION** by VP Bouzar to approve the Task Force's recommendations as the beginning guidelines for the faculty prioritization process to include that departments would submit new Faculty Requests during the new Program Review year. Seconded by Senator Best. Hearing no objections, the motion passed. Further discussions will include the scoring rubric and ranking process with the goal of finalizing the faculty prioritization procedures by the end of the semester.

2. [Accessibility Review Protocol](#) and [Accessibility Review Protocol – to be completed by selected faculty](#) – Damien Jordan, AS President

President Jordan informed that Dr. Serban requested feedback on the review protocol to ensure faculty understands expectations. The protocol and corresponding form are being evaluated by all three senates.

- Pope Tech will be discontinued in Fall 2025, requiring faculty to either conduct accessibility reviews themselves or submit materials for review.
- Concerns were raised about the new system's ability to scan all unpublished content and the need for training to address errors effectively.
- Feedback is due by May 9, though it remains unclear which tool will replace Pope Tech. A Senator expressed concern with UDOIT.
- Faculty were encouraged to review the protocol and provide input. Clarifications on accessibility requirements and reporting language are still needed.
- CFE President Schneiderman emphasized the importance of faculty ensuring their course shells meet ADA requirements. He stated that during a meeting attended by President Randall and the three AS Presidents, he had proposed extending the deadline for accessibility checks to the beginning of the fall semester, allowing faculty to integrate checks while preparing their courses instead of rushing at the end of the spring semester. However, Dr. Serban opposed this to avoid summer work, though he suggested it could be done in spring. Since the AS Presidents did not comment, he noted this implied agreement with the current timeline.
- President Jordan acknowledged CFE's perspective but understands the concern that requiring faculty to complete accessibility checks over the summer would have caused significant pushback. President Schneiderman clarified that it was never suggested to complete checks in summer, but instead proposed an early deadline of spring with flexibility to complete them before the fall semester; if those faculty members chose to procrastinate. The Senators supported this option, especially for those unsure of their teaching assignments. President Schneiderman implied that it was too late for him to intercede since that meeting was over, unless the Technology Committee raised the issue. He recommended that the Senate Presidents could propose their preferred deadline.

- President Jordan agreed to follow up with Dr. Serban with the GWC AS's request to a preferred deadline of the end of the spring semester with a hard deadline before the fall semester.
- President Jordan will seek clarification whether this pertains to 10% of the courses on campus or 10% of each modality on campus.

#### B. Other Agenda Requests

### VII. STANDING DISCUSSIONS & ACTION ITEMS *(max 5 minutes)*

#### A. Program Review

#### B. AI (Artificial Intelligence)

1. Demo of Nectir AI – Pete Bouzar, AS Vice President/Math Professor
2. [Nectir AI – The classroom of the future \[YouTube\]](#)

VP Bouzar presented a demonstration of Nector AI, a pilot program sponsored by the State Chancellor's Office. It was developed to enhance teaching by enabling faculty to create customizable, FERPA-compliant AI assistants that integrate with Canvas. The AI assistants provide students with 24/7 personalized support, assisting with coursework, assignments, and academic guidance.

- Nectir AI can be customized by faculty to guide students toward independent research rather than providing direct answers. Faculty can configure the AI assistant to offer hints, suggest resources, and direct students to specific materials within the course content, such as readings, assignments, or lectures, without giving away the answers. This approach encourages students to engage with the material actively and develop their research skills while maintaining the AI's role as a supportive tool rather than a direct answer provider.
- By automating routine tasks such as answering frequently asked questions and providing consistent feedback, faculty can allocate more time to interactive teaching and personalized student interactions.
- VP Bouzar explained that he integrated Nectir AI into his spring courses. He noted that it does offer analytics dashboards that provide insights into student interactions and performance, enabling faculty to identify areas where students may need additional support and adjust teaching strategies accordingly.
- How Nectir AI meets the RSI requirements for online and hybrid courses largely depends on how it is implemented in the classroom.
  - Regular Interaction – it helps ensure regular interaction by providing real-time responses to student inquiries and offering personalized academic support. This can supplement instructor-student interaction by enabling students to receive assistance at any time.
  - Substantive Interaction - delivering content feedback, directing students to resources based on their needs, and engaging them in academic conversations. However, for full compliance, faculty would need to provide direct feedback, initiate discussions, and maintain regular involvement with students to meet RSI requirements.
- VP Bouzar stated that in the pilot group, faculty were divided by discipline, with him representing math sciences. Many English faculty are also involved and are exploring creative ways to teach students how to write proper essays. He emphasized the growing value of authenticity in education, especially as AI becomes more widespread. He noted that students will likely become more adept with AI, and that he personally wanted to stay ahead of the curve.
- The Senators and President Randall expressed their support of Nectir AI.

### VIII. REPORTS & UPDATES *(max 3 minutes per report; total time 15 minutes (@ 2:45 pm))*

*Electronic copies of written reports are due to the Senate Office by Thursday at 5:00 pm the week preceding the meeting for which the report is attached to the agenda.*

#### A. AS President's Report – Damien Jordan

- President Jordan reported that at the board meeting, it was highlighted that from Winter/Spring 2024 to Winter/Spring 2025, the unduplicated headcount for GWC increased by 10%. Resident enrollment is up by 5.5%, and non-resident enrollment has risen by 11.33%, which is significantly higher than other schools in the district.

- The increase is largely attributed to GWC dual enrollment efforts, and based on this growth, the district may receive a partial COLA increase of 1.68%. Despite dual enrollment being initially challenging, it has proven to be a valuable funding source from the state.
- The non-resident enrollment is in the negative at OCC and CCC. The possibility of a COLA is in large part due to the work of GWC. He mentioned that he may need to return to discuss how to address that the other colleges are not contributing in the same manner. He acknowledged that it could be a sensitive issue, but emphasized its importance as a key consideration when reviewing financials year after year.
- A Senator questioned why GWC holds itself to such high fiscal responsibility when other colleges in the district do not, potentially putting GWC at a disadvantage. He suggested that it might be more effective to address the issue with District and highlight that a larger school in this district is not meeting its responsibilities, arguing for a focus on where changes are needed.
- VP Bouzar, who serves on the Budget Council, expressed concern over the outdated allocation model, which currently gives only 31% of the budget to GWC, while other colleges in the district have more influence. They suggested revisiting the model to address this imbalance, but noted that there seems to be resistance to change.
- President Randall agreed and also shared concerns about District's significant surpluses, particularly Coastline's \$7 million and OCC's \$11K, (GWC \$4 million) and questioned whether it is wise to carry such large surpluses when there are still needs to be addressed. She also highlighted the importance of spending money to benefit students, even though District holds a 16% reserve. She clarified that GWC is currently funded as a small school (since 2018), but if enrollment grows to 10,000, they could receive an extra \$1 million in funding.
- President Jordan expressed concern regarding how to sustain growth once the college reaches a medium size, particularly in relation to the strategic equity plan, strategic enrollment plan, and enrollment management plan. He emphasized that while it's easy to achieve growth, maintaining that level of growth requires a clear plan, as previous attempts have shown challenges in sustaining it.

B. AS Vice Presidents' Reports – Pete Bouzar (no report) and Justin Smith

- VP Smith provided an update on the Syllabus Checklist work group, which met last week. The group is working on making the checklist clearer and more helpful for newcomers. They plan to meet again towards the end of the semester to review any advice or recommendations from the group. The work is still ongoing.
  - A Senator inquired on safety guidelines or statements that the campus or District can suggest including on syllabi for lab classes, especially in light of recent safety concerns. The importance of preventing physical interaction between students during lab activities was emphasized. President Randall offered to follow up. Senators for CJ and Auto Technology provided feedback regarding their programs.
  - It was noted that as a Senate, they may vote on what items are required for the faculty to include on their syllabi and which ones are recommendations.

C. Council for Curriculum & Instruction (CCI) – Jennifer Bailly, Chair

- Chair Bailly reported that Phase 2, Part A CCN templates were released, with 8 out of 18 courses ready to go, including Art History, Economics, English and History (2 courses of each). She has informed CCI reps and department chairs. Pre-convening surveys for 47 Phase 3 courses are available for faculty feedback and is due by April 15.
- She informed on the UCs disagreement with the CCN and their decision that all CCN templates must go through UC transfer approval first and then on to Cal-GETC.
- The catalog deadline was the end of March for Fall 2025.
- She addressed that if the CCN template is missing any content from the CID template or the current course outline, it should be added to the optional section to avoid issues with course-to-course articulation. She emphasized that no material should be lost, and any missing topic headings or important details must be included to prevent potential problems with the course's recognition or transfer.



- She reported that if the prefix changes when the Argos report rolls over for the department chairs for their schedule, all the sections disappear.
  - Chair Bailly reminded that curriculum work will be paused over the summer during the move to Course Leaf. She advised not to rush to complete tasks, since if CCI cannot process the work during that time, that it won't be effective.
- D. Institute for Professional Development (IPD) – Kate Green, Chair (no report)
- E. Distance Education Advisory Committee (DEAC) – Michelle Veyette, DE Coordinator (N/A)
- F. Union Update – Rob Schneiderman, CFE Union President, or Theresa Lavarini, GWC representative
- Senator Lavarini reported that scholarships for union members will be available beginning in April: members and immediate family members of union members may apply for up to \$1000 reimbursement for classes. To apply, watch for the email with specifics from the union office and submit soon after, as the scholarships are distributed on a first-come, first-serve basis.
  - CFE President Rob Schneiderman has opted to continue using the three individual union directors in the next year. She will continue another year in this role.
  - Dual Enrollment increased 70% last year, largely driven by GWC, bringing \$5 million in additional funding into the district. As only a 7% increase was projected, this extra funding brought District above our funding floor, which means a 1.25-1.66% increase in pay on July 1, 2025, for all faculty.
  - Coastline continues on its path in piloting CBE, Competency-Based Education. The union is involved in negotiating an MOU, and the current proposal splits the duties of faculty between program course design faculty, competency design faculty, instructional faculty, and assessment faculty. The proposed pay scale is about half of current pay; the rationale is that the faculty are doing only certain aspects of the work. CFE is currently discussing those assumptions.
- G. Special Reports (as requested by Academic Senate)
- Senator Tran raised concern regarding the timing out of classroom computers. President Jordan will contact IT. Update from IT: [[Classroom Computers – Disabling the inactivity locking feature](#)]

## IX. ADJOURNMENT

- A. Move to Adjourn. Thank You! – Senate President  
President Jordan adjourned the meeting at 2:53 pm.

## X. INFORMATION ITEMS

- A. Senate Scholarship Fund Balance: Endowed balance: \$7,417. Recommended 2024-25 scholarship: \$350  
(*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*)
- Other academic and professional matters as mutually agreed upon between the governing board and the academic senate (*mutually agree*)