



ACADEMIC SENATE MINUTES

Tuesday, September 23, 2025

1:00 p.m. – 3:00 p.m.

MEETING LOCATION: LRC 250 COMMUNITY ROOM

Guests may attend on Zoom: <https://ccd-edu.zoom.us/j/87499517885> Meeting ID: 874 9951 7885

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 in [Academic Senate's SharePoint](#).

ACADEMIC SENATE ROLL CALL

Bold = Executive Board ■ ~~Strikethrough~~ = absent ■ *Italics* = Zoom ■ *Zoom guest* = not counted towards quorum

Jennifer Bailly – CCI Chair	Noah Levin – Liberal Arts & Culture (ANTH, GEOG, GLST, PHIL)
Amanda Best – Arts	Phuong Nguyen – Nursing/Health Professions
Pete Bouzar – Mathematics & Engineering	Teresa Nguyen – ELL/ESL/GED
Dawn Brooks – Performing Arts	Joel Powell – Social Sciences (ECON, PSCI, SOC, ES)
Annamaria Crescimanno – Vice President Biological Sciences	Tiffany Ruggeri Delillo (Comm Studies) – Part-time Faculty At-large
Laura Duvall – Psychology	Matthew Shimazu – Physical Sciences
Sharon Fabian – ASGWC (<i>non-voting</i>) <i>pending consent</i>	Justin Smith – President History & Education
Matthew Flesher – Kinesiology, Health Ed, Athletics	Julie Terrazas – Library
Kate Green (Chemistry) – IPD Chair	Tammie Tran – World Languages (SIGN, INTR, SPAN, VIET)
Connie Heavener – Cosmetology (PT)	Aleksandra Uchlik – Business, Account, Marketing, Management
Damien Jordan – Vice President Counseling & EOPS	Michelle Veyette (English PT) – Distance Education Coordinator (<i>non-voting</i>)
John Kasabian – Auto Tech, Digital Arts, Drafting	VACANT – Classified Senate (<i>non-voting</i>)
John Lervold – Communication Studies	VACANT – Criminal Justice
Theresa Lavarini – English	VACANT – Computer Science

I. PRELIMINARY MATTERS

A. Call to order – Justin Smith, AS President

President Smith called the meeting to order at 1:01 pm.

B. Welcome Guests

1. Meridith Randall, GWC President (1:10 pm)
2. Rupa Suran, Chief Information Technology Officer and Subba Mungi, Director of Academic & User Support (1:20 pm)
3. Jennifer Mower, Director of College Foundation & Community Relations (1:30 pm)
4. Michelle Veyette, Distance Education Coordinator (1:40 pm)

C. Approval of the Agenda and Minutes

1. Agenda – September 23, 2025. **MOTION** by Senator Best to approve the agenda as presented. Seconded by VP Jordan. Hearing no objections, the motion passed.
2. Minutes – [September 9, 2025](#). **MOTION** by Senator Best to approve the minutes as presented. Seconded by Senator Heavener. Hearing no objections, the motion passed.

- D. Announcements, Congratulations, and Appreciation
1. Academic Senate group picture at 2:45 pm.
- 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 Bouzar to approve the consent agenda. Seconded by VP Jordan. Hearing no objections, the motion passed.

	FACULTY	DISCIPLINE	COMMITTEE	POSITION	TERM
1	Heather Antunez	Counselor	Counseling EQ Committee	Counselor Temp replacing Y. Portillo	2025-26
2	Sharon Fabian (<i>student</i>)	ASGWC	Academic Senate	ASGWC Replace V. Ramos	2025-26

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. Election in progress: DEAC, Nursing/Health Professions. Voting by the full-time discipline faculty members. The final candidate will be included on the next consent agenda.
- B. Call for 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. Refer to the [Committee vacancies and nomination spreadsheet](#) to access the nomination forms.
- Academic Senate | Term: three years (2025-28) unless otherwise specified
 - Classified Senate | 2025-27
 - Computer Science | 2025-28
 - Criminal Justice | Fall 2025
 - Council for Curriculum & Instruction (CCI) | Term: three years
 - Art | 2023-26
 - Kinesiology, Health Ed, Athletics | 2025-28
 - Part-time Faculty Member At-Large |
 - Distance Education Advisory Committee (DEAC) | Term: three years unless otherwise specified
 - Computer Science | 2023-26
 - Criminal Justice | 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 | 2025-28
 - Library | 2024-27
 - World Languages | 2025-28
 - College Technology Committee | Term: two years
 - DEAC rep | 2025-27
 - Faculty Coordinator | Term: one year (2025-26) | [Nomination form](#)
 - Assistant Director of Nursing | [MOU](#)
 - Department Chairs | Term: two years (2025-27) | [Nomination form](#)
 - Nursing | [MOU](#)
 - Criminal Justice | [MOU](#)

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

- A. **ASGWC Report – Sharon Fabian, ASGWC President**
Ms. Fabian reported on ASGWC events, activities, and updates: [ASGWC Report](#)
- B. **[Faculty Hiring Update](#) – Meridith Randall, GWC President (1:10 pm)**
VP Lee presented the Faculty Hiring update on behalf of President Randall, who was on an accreditation visit in Hawaii. She shared that Samuelli Foundation funds were used for the temporary hiring of three one-year Nursing full-time faculty contracts, and CalOptima grant funds will fund a one-year temporary Nursing counselor.
- C. **Self-Service Banner 9 – Rupa Suran, Chief Information Technology Officer and Subba Mungi, Director of Academic & User Support (1:20 pm)**
Rupa Suran informed that Ellucian is ending support of Banner 8, and the transition to Banner 9 will occur by the end of December 2025. The upgrade will mainly affect screen appearance and usability, not back-end processes like CRNs or scheduling.
- Senators expressed concerns with the timing and requested avoiding disruptions to critical dates (e.g. grade submissions in early January, census dates for winter intersession).
 - IT is assessing existing customizations to determine if they are included in Banner 9. Senators requested a mechanism for faculty to provide feedback. Email concerns directly to Rupa Suran.
 - A follow-up email with additional details on the transition will be provided District-wide in October.
- D. **[Foundation update](#) – Jennifer Mower, Director of College Foundation & Community Relations (1:30 pm)**
Director Mower reported on the Foundation:
- The Foundation's biggest priority is building its board. There are nine volunteer board members, including three new community-based members, and an additional one is pending. The board includes the Academic Senate, Classified Senate, and ASGWC presidents. The Foundation is focusing on community ambassadors (not just fundraising), with efforts to diversify by gender, ethnicity, and industry sector.
 - Fundraising and donor engagement – The Foundation is building an investment committee and working toward a new strategic plan with external support; a shift toward unrestricted funds for greater flexibility; the launch of an emeritus and alumni group; donor cultivation events planned on campus (smaller, not gala-style).
 - Scholarships – 478 scholarships were awarded last academic year, totaling over \$370,000. New Foundation team member, Nexy Gavidia, focused on scholarships and the creation of a scholarship advisory work group with campus representation.
 - Community engagement – First President's Council on Vietnamese Relations launched, with influential community leaders; intended to strengthen ties and support enrollment growth; plans to replicate model with other groups (e.g., Latinx, veterans, older adults); new centralized donor wall to replace plaques from buildings being demolished and donors will receive framed photos/miniature plaques; offering a new giving opportunity of memorial or living tribute benches for a \$20K donation.
- E. **[Peer Online Course Review \(POCR\) and RSI](#) – Michelle Veyette, Distance Education Coordinator (1:40 pm)**
[CVC Course Design Rubric](#).
1. Requesting feedback: [RSI Support on Canvas](#) | [RSI Faculty Guide \(draft\)](#)
- Coordinator Veyette reported on POCR:
- Its purpose is to align online courses with the CVC Course Design Rubric; it raises course quality beyond minimum RSI standards and supports “gold standard” online instruction.
 - Benefits – Improves quality of online/distance education (over 50% of GWC courses); increases visibility on the CVC Exchange with a quality badge, which can boost enrollment; offers professional development and stipends for participating faculty; helps part-time faculty retain courses by attracting more students.
 - Coordinator Veyette is the POCR lead; there's a team of four reviewers that were trained over the summer; first round of course reviews underway (with CVC mentor support). The goal is to achieve local POCR certification by the end of Fall or before Spring; after initial certification, GWC can badge its own courses internally.

- Faculty impact – The potential to attract students across the state while ensuring GWC students remain prioritized in registration; training for reviewers is rigorous (6-week course), but faculty submitting courses do not need special training.
- Next steps – Badge first three courses this Fall with CVC guidance; expand faculty participation and reviewer team; continue updates on rubric revisions (new version expected Fall 2025, including AI statement requirements).
- Coordinator Veyette informed that there are two RSI resources on the agenda with links. She requested the faculty's feedback. The goal is to resolve any issues with the RSI resources before moving on to other topics.

V. 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. [Academic Areas of Discipline FTES](#) – Annamaria Crescimanno, AS Vice President
VP Crescimanno reviewed the Academic Senate representation spreadsheet created using FTEF data (Spring 2025 & Fall 2025) compiled by CJ Bishop in Research.
 - She informed that some data errors were noted; corrections and clean-up will be made moving forward. Senators were encouraged to report discrepancies.
 - The priority is the current vacant Senate seats: Criminal Justice (CJ) and Computer Science (CS). CS currently falls below the 3 FTEF threshold for representation; discussion is needed on whether to move CS under Business & Accounting, which would return it to its previous placement. VP Jordan added that CS is a holdover situation from last semester; therefore, this is not new news but an update regarding this discipline.
 - Since the AS standing committees' representation mirrors that of the Senate, moving CS to Accounting and Business would affect CCI, as Chair Bailly noted that faculty currently represent both CS and Accounting & Business on CCI. Further discussions are needed.
 - History also fell under 3 FTEFs attributable to the reduction of President Smith's teaching load due to his service as AS President.
 - Ethnic Studies was added to the list, though no FTEF has been assigned yet.
 - Engineering and Statistics are currently grouped under Mathematics; they may be reconsidered in the future as programs grow.
- B. Other Agenda Requests
1. [Academic Senate Scholarship, Revision – 2nd Reading](#) – Justin Smith, AS President
President Smith reviewed the updates to the AS Scholarship, highlighting the definition of "GWC leadership involvement". **MOTION** by Senator Lavarini to approve the 2nd reading of the AS Scholarship, including a minor typo correction. Seconded by VP Jordan. Hearing no objections, the motion passed.

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

- A. Program Review
- B. AI (Artificial Intelligence)
 1. AI Task Force planning – Justin Smith, AS President
- C. 10 + 1

VII. 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 – Justin Smith
- President Smith reported that the Statewide In-Language Education Summit will take place on October 2 and will focus on expanding courses offered in Spanish and Vietnamese. Faculty interested in attending may contact President Smith. He will provide a report at the next AS meeting.

- The DCC meeting will be held on October 13th. He requested a DCC agenda item to discuss the single district transcript. Representatives from all three colleges will participate, including students. He acknowledged there is favorable support; however, OCC's Senate is currently not endorsing it.
- B. AS Vice Presidents' Reports – Damien Jordan and Annamaria Crescimanno
 - VP Jordan reported the President's Cabinet had its first meeting, during which it approved the Enrollment Management Plan from last semester as unfinished business.
 - The Planning Council also met and is breaking down the Enrollment Management Plan into sub-workgroups to focus on specific impact goals. Updates and ideas from the workgroup will be shared at the next AS meeting. Input and suggestions for additional participants in the workgroups are welcome.
 - [Faculty Prioritization – Rubric](#) – VP Crescimanno reported that the Faculty Prioritization workgroup recently met and discussed the program rubric. Nine categories were finalized with some special-interest areas. Next steps include reviewing the campus-wide rubric, discussing faculty presentations for Faculty Requests at Q&A, finalizing timelines, and updating the Faculty Request Form to include standardized data and addressing special programs (e.g. Library, Nursing, and CJ) and small programs without full-time representation.
 - VP Crescimanno serves on the DCC Budget Subcommittee and will provide a report at the next AS meeting.
- C. Council for Curriculum & Instruction (CCI) – Jennifer Bailly, Chair
Chair Bailly reported that CIM, the new curriculum management system, is ready to use. Faculty were encouraged to attend training sessions and begin making revisions.
 - A user guide is available to help navigate the system. Some workflow and formatting issues remain from the content migration. Faculty should report any errors to their curriculum reps. A tracking spreadsheet is maintained and submitted to District for corrections and updates.
- D. Institute for Professional Development (IPD) – Kate Green, Chair
Chair Green reported that Rachel Zacharia (Business) and Tiffany Lao (ELL-PT) were the recipients of the September Faculty Excellence Award for Teaching Excellence.
- E. Distance Education Advisory Committee (DEAC) – Michelle Veyette, DE Coordinator
- F. Union Update – Rob Schneiderman, CFE Union President, or Theresa Lavarini, GWC representative
Senator Lavarini's CFE Report:
 - 1) "New Lecture-Lab work Group: CFE needs faculty who are interested in inviting trustees into their labs in order to demonstrate that they require at least the same amount of work as lecture classes:
Volunteers identified in the Senate meeting:
Aleksandra Uchlik – Business, Account, Marketing, Management
Annamaria Crescimanno, Biological Sciences
Matthew Flesher – Kinesiology, Health Ed, Athletics
Kate Green—Chemistry
Phuong Nguyen – Nursing/Health Professions
World Languages?
Auto faculty?
 - 2) I reported back the senators' concerns on creating an MOU on modifying bumping rights to Rob.
 - 3) We still have an opening for a GWC part-time faculty vice president spot on the CFE Exec Board. Duties include representing the pt-faculty concerns and viewpoints while attending the Exec Board meeting on the first Thursday of the month from 9-noon and one Friday Zoom meeting with college administrators. Please have interested faculty send a letter of interest to the GWC CFE Director Theresa Lavarini".
- G. Special Reports (as requested by Academic Senate)
- H. Information Item

VIII. ADJOURNMENT

- A. Move to Adjourn. Thank You! – Senate President
The meeting ended earlier than anticipated, and since the Senate Office was unable to connect with the photographer, President Smith informed that arrangements would be made to take the group photo during the next meeting. He concluded the meeting at 2:12 pm.

IX. INFORMATION ITEMS

- A. Senate Scholarship Fund Balance: Endowed balance: \$7,417. Recommended 2025-26 scholarship: \$370 (*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*)