ACADEMIC SENATE MINUTES

Tuesday, October 28, 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/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 *(non-voting)*	**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, Computer Science (MNGT, MKTG)
Damien Jordan – Vice President | Counseling & EOPS	Michelle Veyette (English PT) – Distance Education Coordinator *(non-voting)*
John Kasabian – Auto Tech, Digital Arts, Drafting	VACANT – Classified Senate *(non-voting)*
John Lervold – Communication Studies	VACANT – Criminal Justice
Theresa Lavarini – English	

I. PRELIMINARY MATTERS

A. Call to order – Justin Smith, AS President
   President Smith called the meeting to order at 1:04 pm.

B. Welcome Guests
   1. Jennifer Kalfsbeek-Goetz, Vice President of Instruction (1:10 pm)
   2. Michael Tran, Transfer Center Coordinator, Jennifer Kalfsbeek-Goetz, Vice President of Instruction, and Carla Martinez, Dean of Students & Library (1:30 pm)

C. Approval of the Agenda and Minutes
   1. Agenda – October 28, 2025. **MOTION** by VP Jordan to approve the agenda. Seconded by Senator Lavarini. Hearing no objections, the motion passed.
   2. Minutes – October 14, 2025. **MOTION** by Senator Lavarini to approve the minutes as presented. Seconded by Senator Nguyen. Hearing no objections, the motion passes.

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.*

President Randall informed that for the past year, District had been manually turning off all course waitlists during the first week of the semester, including for late-start classes. This practice caused frustration for students, as it prevented movement on waitlists and delayed class enrollment, impacting financial aid. The issue was discovered after a faculty member noticed the problem firsthand. The rationale behind this was unclear and traced back to an old request from an instructor to simplify the process. Compounding the issue, this Fall District forgot to turn the waitlists back on for several days, worsening enrollment difficulties. Starting in Spring, District will stop manually disabling waitlists. The system will instead rely on the automatic 24-hour cutoff before classes begin. President Randall noted this is being shared with the AS for transparency and to prevent confusion in future semesters.

II. CONSENT AGENDA

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

MOTION by VP Crescimanno to approve the consent agenda. Seconded by Senator Ruggeri Delillo. Hearing no objections, the motion passed.

<table>
<tr><th></th><th>FACULTY</th><th>DISCIPLINE</th><th>COMMITTEE</th><th>POSITION</th><th>TERM</th></tr>
<tr><td>1</td><td>Joel Powell</td><td>Political Science</td><td>District Equivalency Committee</td><td>Political Science</td><td>2025-26</td></tr>
<tr><td>2</td><td>Pete Bouzar</td><td>Mathematics</td><td rowspan="4">PVR Task Force</td><td rowspan="4">Academic Senators</td><td rowspan="4">Starting F2025</td></tr>
<tr><td>3</td><td>Annamaria Crescimanno</td><td>Biology</td></tr>
<tr><td>4</td><td>Damien Jordan</td><td>Counseling</td></tr>
<tr><td>5</td><td>Theresa Lavarini</td><td>English</td></tr>
<tr><td>6</td><td>Bern Baumgartner</td><td>Business</td><td rowspan="2">Planning Council – Enrollment Management Plan Work Group</td><td rowspan="2">Goal 2 - Adult Education/Non-Credit, CPL, PACE</td><td rowspan="2">Starting F2025</td></tr>
<tr><td>7</td><td>Teresa Nguyen</td><td>ELL</td></tr>
<tr><td>8</td><td>Theresa Lavarini</td><td>English</td><td rowspan="8">Planning Council – Enrollment Management Plan Work Group</td><td rowspan="8">Goal 3 - English/Math</td><td rowspan="8">Starting F2025</td></tr>
<tr><td>9</td><td>Erin Craig</td><td>Mathematics</td></tr>
<tr><td>10</td><td>Shawn Taylor</td><td>Mathematics</td></tr>
<tr><td>11</td><td>Sacha Moore</td><td>English</td></tr>
<tr><td>12</td><td>Chad Ponciano</td><td>Counseling</td></tr>
<tr><td>13</td><td>Kristy Ho</td><td>Counseling</td></tr>
<tr><td>14</td><td>Nancy Nguyen</td><td>Counseling</td></tr>
<tr><td>15</td><td>Damien Jordan</td><td>Counseling</td></tr>
<tr><td>16</td><td>Damien Jordan</td><td>Counseling</td><td rowspan="3">Planning Council – Enrollment Management Plan Work Group</td><td rowspan="3">Goal 4 - Degrees, Certificates, & Transfers</td><td rowspan="3">Starting F2025</td></tr>
<tr><td>17</td><td>Michael Tran</td><td>Counseling</td></tr>
<tr><td>18</td><td>Kristy Ho</td><td>Counseling</td></tr>
<tr><td>19</td><td>RC Wilkinson</td><td>ASL/Interpreting</td><td>IPD</td><td>World Languages</td><td>2025-2028</td></tr>
</table>

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. Call for terms starting Fall 2025 - Academic Senate and standing committees.
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
  - Criminal Justice | Fall 2025
- Council for Curriculum & Instruction (CCI) | Term: three years
  - 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
  - Criminal Justice | 2025-28
  - Library | 2024-27

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

A. ASGWC Report – Sharon Fabian, ASGWC President
Ms. Fabian announced that a Town Hall will be held on Friday, October 31, from 10 am to 12 pm in the MPR, featuring Republican Assemblyman Tri Ta and Democratic Congressional candidate Lisa Ramirez. Professor Levin will moderate, with Professors Powell and Levin bringing their classes. Faculty were encouraged to attend and bring their students.

B. PVR Update – Jennifer Kalfsbeek-Goetz, Vice President of Instruction (1:10 pm)
VPI Kalfsbeek-Goetz provided an update on programs under PVR. (Refer to the reports and the college president's recommendations linked below.)
1. Global Studies PVR Outcomes
2. Dance PVR Outcomes
3. Athletics PVR Outcomes
4. Digital Arts & Sign Language update – VPI Kalfsbeek-Goetz reported that Digital Arts and Sign Language are under a PVR two-year plan. During this second year, the committees were not convened, but she will monitor their progress and review outcomes at the end of the two-year cycle to determine next steps in the PVR process.
5. College President's PVR Recommendations

VPI Kalfsbeek-Goetz informed that the AS created a PVR Task Force to update the PVR Timeline to provide more transparency and clarity on the process. She confirmed that no new programs are being recommended for PVR.

C. Honors Program – Michael Tran, Transfer Center Coordinator, Jennifer Kalfsbeek-Goetz, Vice President of Instruction, and Carla Martinez, Dean of Students and Library (1:30 pm)
Honors Program - [Presentation.pdf]
Counselor Tran presented on reviving the Honors Program to explore faculty interest and potential next steps.
- Benefits for students include demonstrating academic rigor and readiness for upper-division coursework; engaging in faculty-mentored research and developing stronger faculty connections; and gaining transfer and scholarship advantages through coursework and partnerships.
- Establishing an honors program would align with the college's mission, Vision 2030, and Equity Plan by supporting transfer success.
- He emphasized that students and parents are looking to attend schools that will provide students with the best advantage.

VPI Kalfsbeek-Goetz added that recent honors programs have become more equity-minded and inclusive. Instead of separating honors and regular students, co-listed classes share the same classroom and syllabus. Students can decide partway through the term whether to complete the honors requirements, allowing everyone to see themselves as capable of honors-level work. She noted that enrollments increased when they were partnered with honors.
- To apply for an honors program, a college must have at least five approved honors courses. After local curriculum approval, the application is submitted for UC approval, a process that typically takes about 18 months to two years. A retired COR would take just as long as a new honors course. Honors courses

follow the same COR as regular classes, with additional assignments such as an experiment or research project added to increase rigor. Faculty should design these enhancements thoughtfully to maintain manageable workloads and ensure the honors component fits naturally within the discipline.

- ASGWC President Fabian shared her personal experience as an OCC honors student, describing how honors and general population students share the same classes and coursework, with honors students completing a few additional assignments. She emphasized that the structure feels inclusive rather than elitist and expressed strong support for offering an honors program at GWC.

Senator Lavarini asked whether there would be faculty training on best practices to ensure consistency and avoid past issues with elitism in honors classes. She inquired about possible additional compensation for faculty, noting that teaching honors courses involves extra work and responsibility.

- VPI Kalfsbeek-Goetz expressed support for offering training through the CIL. She explained that faculty at other colleges do not receive additional pay for teaching honors courses. Instead, they design the course so the honors component fits within the regular workload once the structure is established.
- Senator Brooks asked whether honors courses are more successful in person or online. The VPI responded that this would be valuable data to review and suggested checking with the RP Group or existing research to see if such studies exist.
- Senator Terrazas asked whether the Honors Program would have a faculty coordinator, noting that the role previously existed with release time and that the program's scope would likely require similar support. VPI Kalfsbeek-Goetz noted continued discussions with President Randall would include consideration of both a counselor and an instructional faculty member serving as co-coordinators for the Honors Program. While some colleges offer release time, stipends may be a more feasible option due to limited release availability. The details would need to be budgeted, and coordinators often also oversee the honors society component.

CFE President Schneiderman emphasized the importance of investing properly in the Honors Program, warning that trying to minimize costs, such as avoiding lower class caps or release time, would make it uncompetitive. He cited IVC's success with smaller class sizes as a model and urged viewing such investments as a short-term loss that leads to long-term gains through increased student transfers and funding.

Senator Bouzar recommended forming an Honors Program Task Force for continued discussions. Volunteers included Senators Ruggeri Delillo, Bouzar, Brooks, Lavarini, Levin, Jordan, Counselor Tran, and VPI Kalfsbeek-Goetz. Senator Best nominated Arts Professor Jovanovich to the task force.

Honors Societies - [Presentation.pdf]
Dean Martinez explained that while a campus honors program may take time to develop, the college can immediately reinstate honor societies like Alpha Gamma Sigma (AGS) and Phi Theta Kappa (PTK). Both require faculty advisors, currently vacant roles, and offer GPA-based membership, service or leadership opportunities, scholarships, and transfer benefits. Faculty can serve as advisors (individually or as co-advisors), and chapters can receive funding through dues or the student government.

- Serving as a chapter advisor would meet the faculty's committee service requirement.
- Senator Duvall asked if stipends could be offered for faculty advisors, noting that managing an honor society requires significant work and that a lack of financial support may prevent faculty from volunteering despite the benefits to students.

President Smith thanked Counselor Tran for his student-centered initiatives and extra efforts beyond his regular duties, highlighting his work on ideas like the honors program and the single district transcript project.

V. UNFINISHED DISCUSSION & ACTION ITEMS *(max 5-10 minutes per item; 10-15 minutes total)*

A. Faculty Prioritization – Justin Smith, AS President

1. Q&A Session – special meeting on Tuesday, November 4 at 1 pm in the STEM Center
   President Smith announced that following today's AS meeting, Senators would receive instructions on preparing for the Q&A session, which will include reviewing the Annual Reports and Faculty Requests and developing questions for the presenters due by 5 pm on October 31st.

- President Randall reminded Senators that while faculty hiring prioritization is guided by their input, District ultimately considers accreditation, licensing, and programmatic needs when making decisions.

2. Rubric – Annamaria Crescimanno, AS Vice President
VP Crescimanno reported that the Faculty Prioritization Work Group revised the program review rubric, condensing it from nine to five criteria and refining the campus-wide rubric to four criteria. These changes won't be used this faculty prioritization cycle but will be tested alongside the current rubric. Senators are asked to review and provide feedback before full implementation later, with attention to fairness across programs and special considerations. Senators were asked to share the rubric with their constituents and report their feedback.

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. RSI Accreditation Information – Justin Smith, AS President
   President Smith reported that a task force is being considered to address immediate RSI accreditation issues and to develop a long-term, structured approach for RSI on campus, including peer review, evaluation materials, and training. Coastline College's model is being reviewed as a potential guide.
      - President Randall explained that the college scored low, around 44%, on RSI compliance based on a sample of courses, but detailed feedback wasn't provided. Efforts are underway to review Fall courses and gather additional documentation beyond Canvas shells. She emphasized that improving RSI is both an accreditation requirement and a quality issue for the college.
      - VP Crescimanno indicated that a clarification statement is needed regarding RSI requirements for lecture and lab Canvas courses.
      - Senator Duvall discussed that some RSI evidence, like email communications, was not captured in Canvas for the Spring sample. President Randall noted that while additional evidence can be submitted for the current Fall sample, it's not possible to retroactively collect missing documentation from Spring courses.

B. Other Agenda Requests

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

A. Program Review
B. AI (Artificial Intelligence)
C. 10 + 1

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 – Justin Smith (no report)
B. AS Vice Presidents' Reports – Damien Jordan and Annamaria Crescimanno
   - VP Crescimanno reported on the DCC Budget Subcommittee: DCC Budget Subcommittee Report-10.24.25
   - VP Jordan reported the PVR Task Force will convene next week to update the timeline. He will report on tomorrow's Planning Council at the next AS meeting.

C. Council for Curriculum & Instruction (CCI) – Jennifer Bailly, Chair
D. Institute for Professional Development (IPD) – Kate Green, Chair
   - IPD Strategic Plan Goals & Action Report 2025-26
   - President Smith congratulated Chair Green on winning October's Excellence in Leadership and Service Award. Chair Green informed that Ed Harris, Drafting instructor, was also recognized as the part-time faculty recipient.
   - Faculty were encouraged to apply for Alternative Methods overload funding. The IPD has a list of recommended courses that earn one unit (18 hours max) of overload.

E. Distance Education Advisory Committee (DEAC) – Michelle Veyette, DE Coordinator
   - Coordinator Veyette reported on the ReadyGo pilot, launching November 3 through February, which provides a prefab checklist in Canvas for self-evaluation or peer review to ensure compliance and accessibility. She encouraged participation, noting it's useful beyond RSI, and offered to provide a walkthrough next month.

F. Union Update – Rob Schneiderman, CFE Union President, or Theresa Lavarini, GWC representative
Senator Lavarini's CFE Report:

1) "We may receive 100% of the 2025-26 COLA, thanks to dual enrollment and district re-reporting the SU 24 as part of our 2024-25 enrollment: 2.3%. We will know not for sure until February 2026; if received, the COLA would be received as backpay.
2) CFT prioritized legislation for the Community College Council to back a district limit on ending balances/reserves to be held at 50% of unrestricted revenue. Coast District currently has 35% in the reserve fund, so we are below that cap.
3) The union is planning on negotiating new class caps to replace the 2007 list. CCD has agreed to take on the project to gather information. To that end, chairs may be asking their faculty for input. The deans and VPI will be giving the union their input. What should NOT be happening administrators reaching out directly to the faculty teaching courses to ask them for their reasons and rationale for a new class cap so that the administrator personally may consider/request approval to depart from the 2007 list." The union is the body that does the advocating/negotiating: class size is mandatory subject of negotiation. Deviating from the 2007 list should not be happening until a new list is negotiated.

Judy Terazzas, CFE VP and CCD Co-Chair, asked that CJ and Nursing faculty, who do not have a department chair, send her their input for class caps.

While we have a 22 LHE cap for overload for spring and fall semester, the contact has been silent on the overload cap for winter and summer. Unofficially, the union and administration have historically agreed to continue the cap—prorated for the shorter terms-- for summer and winter intersession. However, a few areas have not followed this established practice, so CFE is looking to create an MOU to make the overload cap official for the shorter sessions, as well. For example, we found departments allowing faculty to teach 13.5 LHE in six weeks, which is nearly a full load".

G. Special Reports (as requested by Academic Senate)

H. Information Item

- CIL- GWC 2nd Annual Spring Summit, February 19 [Call for Proposals]

X. ADJOURNMENT

A. Move to Adjourn. Thank You! – Senate President
President Smith reminded that the AS will convene next week in the STEM Center. He adjourned the meeting at 2:44 pm.

XI. 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*)