



# ACADEMIC SENATE MINUTES

Tuesday, November 25, 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 [the Academic Senate’s SharePoint](#).

ACADEMIC SENATE ROLL CALL	
<b>Bold</b> = Executive Board    ■ <del>Strikethrough</del> = absent    ■ <i>Italics</i> = Zoom    ■    Zoom guest = not counted towards quorum	
<b>Jennifer Bailly – CCI Chair</b>	Noah Levin – Liberal Arts & Culture (ANTH, GEOG, GLST, PHIL)
<del>Amanda Best – Arts</del>	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)
<b>Annamaria Crescimanno – Vice President   Biological Sciences</b>	Tiffany Ruggeri Delillo (Comm Studies) – Part-time Faculty At-large
Laura Duvall – Psychology	<del>Matthew Shimazu – Physical Sciences</del>
<del>Sharon Fabian – ASGWC (non-voting)</del>	<b>Justin Smith – President   History &amp; Education</b>
<b>Matthew Flesher – Kinesiology, Health Ed, Athletics</b>	<del>Julie Terrazas – Library</del>
<b>Kate Green (Chemistry) – IPD Chair</b>	Tammie Tran – World Languages (SIGN, INTR, SPAN, VIET)
Connie Heavener – Cosmetology (PT)	Aleksandra Uchlik – Business, Account, Computer Science (MNGT, MKTG)
<b>Damien Jordan – Vice President   Counseling &amp; EOPS</b>	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	

## I. PRELIMINARY MATTERS

- A. Call to order – Justin Smith, AS President  
President Smith called the meeting to order at 1:03 pm.
- B. Welcome Guest
  - 1. Rick Hicks, Vice President of Administrative Services (1:10 pm)
- C. Approval of the Agenda and Minutes
  - 1. Agenda – November 25, 2025. **MOTION** by VP Jordan to approve the agenda. Seconded by Senator Bouzar. Hearing no objections, the motion passed.
  - 2. Minutes – November 4, 2025. **MOTION** by VP Jordan to approve the minutes as presented. Seconded by Senator Bouzar. Hearing no objections, the motion passed.
- D. Announcements, Congratulations, and Appreciation
  - 1. Congratulations to the Athletics department, all student athletes, coaches, and staff, for their outstanding season. Best wishes in the playoffs ahead!
  - 2. VP Jordan congratulated President Smith on his band’s performance at the Palladium.

- 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 the following committees:  
**MOTION** by Senator Ruggeri-Delillo to approve the consent agenda. Seconded by Senator Nguyen. Hearing no objections, the motion passed.

	FACULTY	DISCIPLINE	COMMITTEE	POSITION	TERM
1	Natalie Dalton	Nursing	Search Committee – Associate Dean/Director of Nursing Program	(2) Full-time Faculty	F2025
2	Karen Putnam	Counseling			

Fall 2025 Faculty Requests: Search Committees - *Approval is contingent upon the college president's final hiring decision.*  
 ( Please note that additional search committees for Fall 2025 Faculty Requests will appear on the next agenda)

	FACULTY	DISCIPLINE	COMMITTEE	POSITION	TERM
3	Ruth Calcanas	Sociology/Ethic Studies	Search Committee – Ethnic Studies – Chicano Studies	(3) Full-time Discipline Faculty	F2025
4	Samantha Harris	Ethnic Studies			
5	Joel Powell	Political Science/Ethnic Studies			
6	Julie Terrazas	Librarian	Search Committee – Librarian ZTC/OER Curriculum Support	(3) Full-time Discipline Faculty	F2025
7	Alana Krause				
8	Cathy Le				

**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  
In Ms. Fabian’s absence, President Smith shared the [ASGWC Report](#).
- B. Solar Project – Rick Hicks, Vice President of Administrative Services (1:10 pm)  
[Campus Announcement](#) | [Campus Solar Phases Map](#) | [Map 1-Gothard parking](#) | [Map 2-Gothard parking](#)  
VP Hicks presented an update on the solar project.
- Construction has begun; parking and drive lanes have temporarily shifted.
  - Reviewed project phases; additional EV charges will likely not be operational until the full project is complete; some trees have been removed for bus clearance and safety.
  - Some cameras were temporarily removed but will be reinstalled; lighting added to prevent dark areas; foul-ball risk in northeast parking near softball.
  - Department moves: Administration, old Criminal Justice, and Business demo starts late spring/early summer; multiple departments are relocating January to February to prepare for the demolition. C-Suite renovation for the Executive Team. in Student Services starts in spring, with completion expected summer 2027.
  - Campus fencing replacement is planned, now approximately \$2M after rebidding.

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

- A. [2023-26 Program Review Faculty Prioritization Incorporated Rankings](#)– Justin Smith, AS President  
President Smith presented the Fall 2025 Faculty Prioritization Incorporated Rankings.
- He acknowledged the scores differed from the past two cycles due to fewer voters, making point totals lower and less comparable.
  - Rankings by points and average differed and were shared with the Senators.
  - President Smith acknowledged discussions with President Randall, noting that the Transfer Counselor position was unlikely to be approved by the Chancellor.
  - Discussion highlighted the need to honor the faculty-driven process while also considering which positions are realistically likely to be approved. Senator Duvall emphasized trust in President Randall’s insight, noting that her judgment has previously enabled GWC to secure hires that might not have been approved by relying solely on the prioritized list.
  - **MOTION** by VP Jordan to approve the ranking by points as presented. Seconded by Senator Lavarini. Hearing no objections, the motion passed.
  - President Smith affirmed the need to revise the Faculty Prioritization process and continue that work in the spring.
  - Reminder – Special Meeting: Tuesday, December 2 in LRC 250
- B. Canvas Header Template – Damien Jordan, AS Vice President  
VP Jordan reported that a new, updated Canvas front-page template is ready for an official Spring Pilot. A call for participants will be announced by the Senate office.
- Faculty from a wide range of disciplines were invited to participate.
  - A survey for faculty and students will launch in January to gather feedback.
  - A short tutorial will be provided next Friday for interested participants.
  - President Smith vocalized strong support for the template’s usefulness and improvements.
- C. [Faculty Prioritization Rubric](#), 2<sup>nd</sup> Reading – Annamaria Crescimanno, AS Vice President  
VP Crescimanno reported the rubric remains unchanged since its last presentation. She received the Senators’ approval to pilot the rubric next semester, running it side-by-side with the current process. A norming session would be implemented before use and would continue if the rubric is formally adopted in the future.

#### 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. Faculty Prioritization Work Group Update: Faculty Request Form – Annamaria Crescimanno, AS Vice President

VP Crescimanno reported that the Faculty Prioritization Work Group is reviewing and updating the faculty request form, which will soon move into Nuventive with more auto-filled fields.

- She noted that several questions seemed outdated or unclear, and the work group was seeking the Senate’s input on their original purpose.
- She noted some questions:
  - Why the form lists student services and administrative for “type of review” on a faculty-only request form? – Likely a legacy item from when deans submitted requests, but no longer relevant.
  - Whether to remove the job description requirement since HR should manage updated positions? – Consensus that HR should handle updated job descriptions, and the section should be removed from the form.
  - Whether to streamline program classification, removing categories like ELL/ESL and remedial classes that no longer apply? – Remove them; they are most likely outdated; instructors are all faculty. Keep CTE licensing considerations separate.
  - Whether to keep an “other” category for unusual roles? – Yes, keep it in case unique or hybrid roles appear.

#### 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
  - President Smith reported on the ASCCC Fall Plenary, noting that there were so many resolutions, but not all were voted on due to time constraints. Numerous breakout sessions offered valuable insights. Notes from the Fall Plenary, contributed by the AS Executive Board and attending faculty, will appear in the next agenda.
  - He acknowledged that RSI continues to be a recurring discussion topic. Administration and accreditation staff are actively addressing it. Efforts focus on identifying best practices for peer-to-peer review of RSI. Collaboration is occurring with colleagues at OCC and Coastline, who have faced similar accreditation issues.
  - President Smith expressed support for collecting nominations for the ASCCC Hayward Award.
- B. AS Vice Presidents’ Reports – Damien Jordan and Annamaria Crescimanno (no report)
  - VP Jordan reported that the Planning Council is reviewing all campus committee goals. Committees were asked to report twice a year. Reviews will assess whether goals align with the Strategic Plan, Enrollment Management Plan, or remain relevant to the committee.
- C. Council for Curriculum & Instruction (CCI) – Jennifer Bailly, Chair
  - Chair Bailly reported that all curriculum changes will take effect in Fall 2027. Proposals submitted in CIM should follow the 2027 effective date.
- D. Institute for Professional Development (IPD) – Kate Green, Chair
  - Chair Green reported that the sabbatical budget allowed all seven sabbatical proposals to be approved by President Randall and submitted to the board.
  - The IPD will fund educational materials above and beyond normal duties, not course curriculum, for faculty developing honors classes. Faculty on columns I-IV can earn IPD salary advancement credits. Faculty on column V can earn up to 18 hours of alternative methods overload funding. The Academic Senate created an Honors Program Task Force to identify target areas and interested faculty volunteers.
- E. Distance Education Advisory Committee (DEAC) – Michelle Veyette, DE Coordinator
  - Coordinator Veyette reported that DEAC is preparing a formal recommendation for the use of the Canvas Header template. DEAC is testing an internal RSI peer review process in line with ACCJC 2023 guidance.

- DEAC is developing GWC-specific definitions for rubric areas B, C, and D to clarify expectations for feedback and support faculty.
  - Regulatory updates from CCC are guiding permissive language and local definitions to enhance RSI implementation.
- F. Union Update – Rob Schneiderman, CFE Union President, or Theresa Lavarini, GWC Executive Director CFE Executive Director Lavarini reported:  
 “CFE supports the college’s RSI efforts regarding accreditation. The RSI check is separate from the faculty evaluation process and disciplinary actions. However, if a faculty member refuses to provide evidence of RSI and an independent RSI-checker their Canvas shell, management may exert their right-of-assignment and not give that faculty member any fully online classes. Department chairs also may not recommend online classes for faculty members who refuse to participate in providing RSI evidence for accreditation.

CFE is working on an MOU for using maternity leave towards a year of tenure track (provided the evaluations are all successfully completed).

CFE is also working on an MOU for using a formula to allow the equivalent of 22 LHE of teaching in Summer & Intersession based on the number of weeks of teaching. The 22 LHE is the current overload cap in the collective bargaining agreement (CBA).

Response:

Does this mean that faculty will be paid less for their time teaching?

*No, faculty will still earn the same rate for summer teaching.*

*However, some faculty may be limited to teaching less units in the compressed schedule.*

*The formula/overload guidelines will factor in student contact hours and the LHE workload calculations derived from a sixteen-week class into a four, six, or eight-week period, using the 22 LHE cap from the CBA for fall and spring”.*

- G. Special Reports (as requested by Academic Senate)
- H. Information Item
  - [Community College Survey Engagement \(CCSSE\) Update](#)

## X. ADJOURNMENT

- A. Move to Adjourn. Thank You! – Senate President  
 President Smith adjourned the meeting at 2:13 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*)