



ACADEMIC SENATE MINUTES

Tuesday, December 9, 2025
1:00 p.m. – 2:00 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	
Bold = Executive Board ■ Strikethrough = absent ■ Italics = Zoom ■ Zoom guest = not counted towards quorum	
Jennifer Bailly – CCI Chair	Phuong Nguyen – Nursing/Health Professions
Amanda Best – Arts	Teresa Nguyen – ELL/ESL/GED
Pete Bouzar – Mathematics & Engineering	Joel Powell – Social Sciences (ECON, PSCI, SOC, ES)
Dawn Brooks – Performing Arts	Tiffany Ruggeri Delillo (Comm Studies) – Part-time Faculty At-large
Annamaria Crescimanno – Vice President Biological Sciences	Matthew Shimazu – Physical Sciences
Laura Duvall – Psychology	Justin Smith – President History & Education
Sharon Fabian – ASGWC (<i>non-voting</i>)	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 (<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 – Kinesiology, Health Ed, Athletics
Noah Levin – Liberal Arts & Culture (ANTH, GEOG, GLST, PHIL)	

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. Phu Nguyen, Board of Trustees (1:10 pm)
- C. Approval of the Agenda and Minutes
 1. Agenda – December 9, 2025. Request to amend Consent Agenda Item A-4. **MOTION** by Senator Lavarini to amend the agenda as presented. Seconded by Senator Ruggeri Delillo. Hearing no objections, the motion passed.
 2. Minutes – [November 25](#) and [December 2, 2025](#). **MOTION** by Senator Ruggeri Delillo to approve the minutes as presented. Seconded by Senator Lavarini. Hearing no objections, the motion passed.
- 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.

Nexy Gavidia from the Foundation Office announced that scholarships will open January 5th through March 1st. Students received an email with deadlines, workshop dates, the flyer, and personal statement questions with a rubric to help them prepare early. Faculty were encouraged to promote the scholarships through classroom announcements and Canvas. Scholarship workshops will now include hands-on writing and brainstorming support in partnership with the Learning Center. Digital and paper flyers are available upon request. Ms. Gavidia is available for classroom visits if faculty prefer an in-class overview of the application process.

II. CONSENT AGENDA

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

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

	FACULTY	DISCIPLINE	COMMITTEE	POSITION	TERM
1	Rachel Wegter	Communication Studies	Faculty Hiring Committee – Communication Studies	(3) Full-time Discipline Faculty	F2025
2	Heather Kelley				
3	John Lervold				
4	Shawn Taylor Maryam Khakbazan	Mathematics	Faculty Hiring Committee – Engineering/Physics/Mathematics	Replaced OCC rep (resigned)	F2025
5	James Almy	Physical Science		Full-time Discipline Faculty (4 th Member)	
6	Faculty Volunteers - Official Pilot of the Canvas Front Page.xlsx				

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 descriptions, 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
 - Kinesiology, Health Ed, Athletics | 2024-27
 - 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 reported on the associated students' attendance at the Student Senate for California Community Colleges Advocacy Academy conference.
- B. Introduction and Q&A – Phu Nguyen, Board of Trustees (1:10 pm)
Trustee Nguyen introduced himself and reported that he has been visiting the Academic Senates to gain a better understanding of the issues that faculty are facing. He shared that, while board members can sometimes seem distant due to limited direct contact, his goal in attending the Senate meetings is to be more engaged, informed, and prepared to make well-grounded decisions that impact faculty.
- Senators expressed appreciation for the trustee's engagement and initiative, noting that he is one of the few, if not the only, Board members to make this level of effort to connect with the AS and faculty.
 - Senators expressed concerns:
 - That the Board may be hearing only one administrative perspective, particularly on the faculty obligation number, and stressed the need to recognize the value of full-time faculty and consider broader viewpoints in decision-making.
 - It was noted that lab faculty are paid less than lecture faculty. It was also shared that invitations have been sent to Board members to visit lab classes in order to better understand the workload; however, no responses have been received to date. Trustee Nguyen agreed to visit during the spring semester. President Randall added that, historically, lab faculty have been compensated at a lower rate than lecture faculty, often approximately 0.75–0.8, based on the rationale that lecture faculty perform more work outside of the classroom, while acknowledging that this reasoning may be debatable.

V. UNFINISHED DISCUSSION & ACTION ITEMS *(max 5-10 minutes per item; 10-15 minutes total)***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
- 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 there is a meeting tomorrow between the AS Eboard and Classified Senate to foster dialogue and explore potential collaborative efforts.
 - President Smith expressed appreciation to the Senators for a successful Fall semester. Progress has been made on several goals from earlier in the semester, with about half or more completed:
 - Canvas Header: Led by VP Jordan, the pilot is going strong with 64 participants; beta expected by spring. Efforts are underway to institutionalize parts of it for accreditation, the syllabi, branding, and access for students.
 - DEAC: The AS EBoard has increased collaboration with DEAC to advance initiatives, including discussions on POCR and RSI, while reorganizing goals and communication compared to previous years.
 - The single district transcript is progressing with work by Parchment expected by February. Further updates will be provided in the spring.
 - Lab-Lecture Parity & Honors Program: Both initiatives are progressing in a positive direction.

- Program Review & Faculty Prioritization: Processes are being refined, with continued improvements expected in spring.
 - Faculty Hiring Committees: President Randall shared that Alyssa Brown, HR Director, expressed appreciation to the AS and faculty for their prompt and efficient work in appointing the hiring committees, which has greatly supported the next phase of the hiring process.
- B. AS Vice Presidents' Reports – Damien Jordan (N/A) and Annamaria Crescimanno
VP Crescimanno reported that the faculty prioritization work group hasn't met recently due to back-to-back Senate meetings, but plans to resume in the spring. A scheduled District budget meeting for Friday was canceled.
- C. Council for Curriculum & Instruction (CCI) – Jennifer Bailly, Chair
- D. Institute for Professional Development (IPD) – Kate Green, Chair
Chair Green reported that applications for salary advancement credits (SAC) can still be submitted over the break for courses on the recommended list in the IPD SAC Handbook, which can be approved by the IPD Office. Applications for courses not on the recommended list will need to wait until the February meeting to review for approval. She encouraged faculty to email her over the break with any questions about SAC or alternative methods projects.
- E. Distance Education Advisory Committee (DEAC) – Michelle Veyette, DE Coordinator
Coordinator Veyette reported that DEAC is quantifying levels for areas B, C, and D to clarify expectations and develop best practice recommendations, aiming to surpass the initial level. President Smith expressed appreciation for Coordinator Veyette and DEAC members as they have been hard at work this semester, making this semester's effort more operational and impactful than in previous years.
- F. Union Update – Theresa Lavarini, GWC CFE Executive Director
Senator Lavarini reported that discussions with administration concluded that rigid MOU limits for winter and summer class caps aren't practical. Using 22 LHE as a guide, recommended class caps are 8 weeks = 11 LHE, 6 weeks = 8.25 LHE, and 4 weeks = 5.5 LHE. Flexibility should be considered for lab-intensive courses, and administrators are encouraged to consider faculty needs and short-term workload when applying these guidelines.
- G. Special Reports (as requested by Academic Senate)
Senator Levin reported the DCC BP/AP Subcommittee is working to streamline District bureaucracy, which may simplify paperwork. Starting in spring, all student materials must be available on the first day of class. Faculty should ensure access, especially for non-standard materials, while formal guidelines are being developed. District is still determining how to implement the requirement that all course materials be available at the start of the semester, including for students without financial aid or for online/lab simulations. Temporary solutions include library copies and free trial materials from publishers. Colleges are creating clear statements for students, and the library's role in supporting access is still being defined.
- H. Information Item
1. [Fall 2025 Fall Plenary - Adopted Resolutions](#)

X. ADJOURNMENT

- A. Move to Adjourn. Thank You! – Senate President
President Smith adjourned the meeting at 1:38 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*)