



ACADEMIC SENATE MINUTES

Tuesday, October 22, 2024

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/82961502402> Meeting ID: 829 6150 2402

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 discretion of the Academic Senate for purposes of maintaining 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 ■ <i>Italics</i> = Zoom ■ Zoom guest = not counted towards quorum	
Jennifer Bailly, CCI Chair	Mike McCarthy - Criminal Justice
Amanda Best - Arts	Nikki Nguyen – Classified Senate (<i>non-voting</i>)
Pete Bouzar - Vice President; Mathematics & Engineering	Phuong Nguyen – Nursing/Health Professions
Dawn Brooks - Performing Arts	Teresa Nguyen – ELL & ESL
Annamaria Crescimanno - Biological Sciences	Joel Powell - Social Sciences
Laura Duvall - Psychology	Tiffany Ruggeri (Comm Studies) - Part-time Faculty At-large
Matthew Flesher - Kinesiology, Health Ed, Athletics	Samantha Sarmiento – ASGWC (non-voting)
<i>Sara Ghadami</i> – Computer Science	Matthew Shimazu - Physical Sciences
Kate Green - IPD Chair	Justin Smith – Vice President; History & Education
Damien Jordan – President; Counseling & EOPS	Julie Terrazas – Library
John Kasabian - Auto Tech, Digital Arts, Drafting	Tammie Tran - World Languages & Sign Language
Heather Kelley - Communication Studies	<i>Aleksandra Uchlik</i> - Business, Account, Marketing, Management (Zoom guest)
Theresa Lavarini - English	VACANT - Cosmetology
Noah Levin – Liberal Arts & Culture	VACANT – Distance Education Coordinator

I. PRELIMINARY MATTERS

- A. Call to order – AS President Damien Jordan
President Jordan called the meeting to order at 1:00 p.m.
- B. Welcome Guests
 - 1. Erin Craig, CIL Coordinator (1:10 p.m.)
 - 2. Rendell Drew, OCC AS President (1:20 p.m.)
- C. Approval of the Agenda and Minutes
 - 1. Agenda – October 22, 2024. President Jordan requested that agenda item IV Guest Reports - Item C be amended since Dr. Drew was not able to attend today’s meeting. **MOTION** by Senator Lavarini to amend the agenda. Seconded by Senator Best. Hearing no objections, the agenda was approved as amended.

- 2. Minutes – [October 8, 20024](#). Senator Lavarini requested a minor amendment to the CFE Report. **MOTION** by Senator Lavarini. Seconded by Senator Crescimanno. Hearing no objections, the minutes were approved as amended.
- D. Announcements, Congratulations, and Appreciation
President Jordan reminded that preapproval is required for Senators to attend AS meetings remotely, otherwise, they are considered a guest, not counted towards quorum, and would not have voting rights for that meeting.
- 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

This item was not discussed and will be included on a future agenda.

- A. Appointment of the following faculty members to campus committees:
This item was not discussed and will be included on a future agenda.

	FACULTY	DISCIPLINE	COMMITTEE	POSITION	TERM
1	Jon Holland	Cosmetology	Evaluation Panel for Teresa Roston (1-yr temporary faculty)	Department Chair	2024-25
2	Evangelina Rosales			FT Tenured Faculty Member – Administrative appointment	2024-25
3	Equivalency Committees - Click the link to view the District’s EQ spreadsheet. GWC faculty are highlighted in olive green. Consent agenda = items dated 10/22/2024.				

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 current Fall 2024 vacancies. Committee representatives - vacancies are open until filled. Nominations received the Fridays prior to the Senate meetings will be included on the agenda. Click the link above to access the nomination forms.
 - Academic Senate
 - Cosmetology | 2023-26
 - Senator designee to DCC Technology Subcommittee | Fridays: 11 am - 12:30 pm via Zoom
 - Council for Curriculum & Instruction (CCI)
 - Art | 2024-26
 - Cosmetology | 2023-26
 - Distance Education Advisory Committee (DEAC)
 - Distance Education Coordinator | 2024-25
 - Criminal Justice | 2024-27
 - Noncredit & ESL | 2024-27
 - Institute for Professional Development (IPD)
 - Auto Automotive Technology, Digital Arts, Drafting | 2024-27
 - Computer Science | 2023-26
 - Cosmetology | 2022-25
 - Criminal Justice | 2022-25
 - Kinesiology, Health, PE, Athletics | 2023-26
 - Library | 2024-27
 - Noncredit & ESL | 2023-2026
 - College Technology Committee
 - DEAC rep | 2023-25

IV. GUEST REPORTS & UPDATES *(max 5-10 minutes per item; 10-15 minutes total)*

- A. ASGWC Report – Samantha Sarmiento, ASGWC Vice President of Student Advocacy
Ms. Sarmiento reported on behalf of the ASGWC subcommittees: College Life Committee – Student success bag distribution will begin on October 21; Finance Commission – Looking forward to planning a discount promotion event; VP of Financial Affairs – Collaborating with Coastline’s ASG to create a task force to plan a collaboration event. Student Advocacy Committee – Has collected 46 Faculty Excellence Award nominations from students; call closes October 31st. Sustainability Committee – Planning Earth Day and hopes to collaborate with non-profit organizations or The Stand. Campus Life – Invited attendance of *Coco* movie night on October 30th at 5:30 p.m. She noted that a financial literacy event is in the planning stages.
- B. [DEAC CIL IMPACT Series](#) – Erin Craig, CIL Coordinator (1:10 p.m.)
Dr. Craig provided an update on CIL and presented on the professional learning series in collaboration with the Distance Education Advisory Committee: Integrating Meaningful Practices to Amplify Course Teaching (IMPACT).
- C. ~~AI [PowerPoint](#) – Rendell Drew, OCC AS President (1:20 p.m.)~~
1. [CCCC AI Micro-Credential Flyer](#) – Damien Jordan, AS President
President Jordan informed that an AI micro-credential webinar offered by the Chancellor’s office is available through August 31, 2025.

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

- A. [Resolution on Lab-Lecture Pay Parity, 2nd reading](#) – Annamaria Crescimanno, Academic Senator
Senator Crescimanno presented a revised resolution. **MOTION** by Senator Duvall to approve the resolution as presented. Seconded by Senator Brooks. Senator Flesher expressed the concerns of the Athletics department. Senator Lavarini advised on behalf of the union. The votes were counted as Aye (18) Best, Bouzar, Brooks, Crescimanno, Duvall, Flesher, Jordan, Kelley, Krause, Lavarini, Levin, McCarthy, P. Nguyen, T. Nguyen, Powell, Ruggeri, Shimazu, and Tran. No (0). Abstain (1) Ghadami. The motion passed.

VI. NEW DISCUSSION & ACTION ITEMS *(max 5-10 minutes per item; 10-15 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 Process – Faculty Requests – Damien Jordan, AS President [[Timeline](#)]
President Jordan reported that four disciplines submitted Faculty Requests but pointed out that Nursing requested three positions. He reviewed the voting process for extenuating circumstances. Senators may post their questions for Q&A by October 29th. Q&A will be held on November 12th in CJ MPR. The first half of the meeting will be Q&A and the second half will include an ISER break-out session.
 2. [Anti-Racism Statement](#) (approved by the President’s Cabinet on 10/9/2024) – Pete Bouzar, AS Vice President
VP Bouzar presented the Anti-Racism Statement written by the DEIA Committee and informed that it was approved by the President’s Cabinet. He noted it was important to share it with the Senate. **MOTION** by Senator Bouzar for AS support of the Anti-Racism Statement. Seconded by Senator Best. Hearing no objections, the motion passed. President Randall expressed her appreciation of the AS support. Faculty may contact the President’s Office to request a printed poster.
 3. [ASGWC Funding Request Process](#) – Damien Jordan, AS President
President Jordan informed the ASGWC recently announced that their 2025-26 ASGWC Funding Request Form was now available. It was suggested to utilize this opportunity to request funding for The Extra Mile. This campaign will no longer be faculty-led and was returned to the Foundation.
- B. Other Agenda Requests

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 – Damien Jordan
- President Jordan had no report, but instructed Senators on the AS review of the ISER during the November 12th meeting.
 - He informed he will be attending a wedding in Japan and will return on November 2nd. Contact VP Bouzar and Smith for assistance.
- B. AS Vice Presidents’ Reports – Pete Bouzar (no report) and Justin Smith (absent)
- C. Council for Curriculum & Instruction (CCI) – Jennifer Bailly, Chair
Chair Bailly reported that due to the extra Tuesday this month, CCI will provide a special Tech Review session on Monday, October 28 at noon.
- D. Institute for Professional Development (IPD) – Kate Green, Chair
Chair Green announced that Amy Jennings, Psychology is the recipient of October’s Faculty Excellence Award.
- E. Distance Education Advisory Committee (DEAC)
- F. Union Update – Rob Schneiderman, CFE Union President, or Theresa Lavarini, GWC representative
Senator Lavarini informed that she’s a member of the District Evaluation Workgroup that is discussing updating the evaluation process and forms, and that they discussed the following possible changes to the process for evaluating the pt-faculty. Senator Lavarini noted she shared the possible changes with CCD on Oct. 21, 2024, to get the feedback of the chairs and deans:
1. “Formalize the communication: pt-faculty should be informed at the beginning of the semester that they will be observed during the semester: have division office send out notices by week 6? Currently, all three colleges have a different process, and often chairs are seen as “out to get” pt-faculty when notices are not sent early or are only sent from the department chairs.
 2. Make the process the same for both unions representing pt-faculty: deans should not be doing evaluations, nor should faculty who are not content experts.
 3. Reaffirm that dates for observation need to be mutually agreed upon but clarify that cancelling by either the evaluatee or evaluator will not cancel the evaluation. Perhaps establish back-up dates if a specific date is chosen? The contract references choosing a range of dates or a specific date.
 4. Evaluations are the work primarily of the Department Chairs.
 5. Make clear that the pt-faculty cannot demand that someone else evaluate them, but that a substitute may arranged with consultation with the dean if the chair is unavailable and unable to conduct the evaluation.
 6. Cut down on the confusion of different forms: create one form that has sections to fill out specifically for face-to-face class, hybrid, and online class observations.
 7. Provide the evaluation form to the evaluatee before the observation so that the pt-faculty member is aware of the criteria for the evaluation.

GWC chairs approved of the suggested changes at the Oct. 21, 2024, meeting and gave a few suggestions, as did the deans:

1. Deans noted that they have no way to evaluate the administrative duties of the pt-faculty as they do for full-time faculty, and chairs may be unaware that instructors are not turning grades, not dropping no-shows, or may be routinely coming late and/or leaving class early. The deans would like an administrative form to fill out, similar to the one used for full-time faculty.
 2. Before the notices are sent out, the division office should contact the department chairs to have the chairs confirm the HR list of the evaluatees, as chairs often receive lists with faculty who were just recently evaluated or have left the college.
 3. Faculty would like to improve the online survey process: if the chair hands out surveys in class, the chair should be able to send an email to all the students with a link to take the survey. This might improve the response rate for online student surveys in asynchronous classes.
 4. Chairs would like a one-page timeline to help them know what is due when”.
- G. Special Reports (as requested by Academic Senate)

Senator Levin reported on the BP/AP DCC Subcommittee.

VIII. ADJOURNMENT

- A. Move to Adjourn. Thank You! – Senate President
President Jordan adjourned the meeting at 1:49 p.m.

IX. 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)*