ACADEMIC SENATE MINUTES

Tuesday, March 25, 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/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 Academic Senate's discretion to maintain 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 ▪ *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 - Vice President | Mathematics & Engineering	Cat Ponsford – Cosmetology (PT)
Dawn Brooks - Performing Arts	Joel Powell - Social Sciences
Annamaria Crescimanno - Biological Sciences	Tiffany Ruggeri (Comm Studies) - Part-time Faculty At-large
Laura Duvall - Psychology	~~Samantha Sarmiento~~ – ASGWC *(non-voting)*
Matthew Flesher - Kinesiology, Health Ed, Athletics	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	*Aleksandra Uchlik* - Business, Account, Marketing, Management (Zoom guest)
Theresa Lavarini - English	~~Michelle Veyette~~ (English PT) – Distance Education Coordinator *(non-voting)*
~~Noah Levin~~ – Liberal Arts & Culture	Derrick Watkins - Criminal Justice
~~Nikki Nguyen~~ – Classified Senate *(non-voting)*	VACANT – Computer Science

I. PRELIMINARY MATTERS

A. Call to order – AS Vice Presidents
President Jordan called the meeting to order at 1:00 pm.

B. Welcome Guests
1. Jennifer Kalfsbeek-Goetz, Vice President of Instruction (1:10 pm)
2. Jeanette Adame, History (1:20 pm)
3. Michael Tran, Transfer Center Coordinator (1:30 pm)
4. Yvonne Portillo, Counselor
5. Erin Craig, Flex Coordinator

C. Approval of the Agenda and Minutes
1. Agenda – March 25, 2025. Request to amend the agenda to move Guest Reports Item D to New Discussion and to add Erin Craig, Flex Coordinator to Guest Reports. **MOTION** by Senator Lavarini to approve the agenda as amended. Seconded by VP Bouzar. Hearing no objections, the motion passed.

2. Minutes – March 11, 2025. **MOTION** by Senator Lavarini to approve the minutes with slight modifications to the CFE Report. Seconded by VP Bouzar to approve the minutes as amended. Hearing no objections, the motion passed.

D. Announcements, Congratulations, and Appreciation
   1. President Randall invited employees to attend an AI-sharing session on Monday, March 31st from 11:30am – 1pm in the MPR to showcase AI ideas and share with others. Lunch will be provided. An email invite is forthcoming.
   2. President Randall highlighted the significance of her t-shirt, worn in solidarity with an Iowa teacher who was reprimanded for displaying the design in their classroom. The teacher initially removed it but later decided to repost it.
   3. President Jordan shared the [GWC Press Release: GWC Formalizes Partnership with CSUF to Increase Transfer Rates, Student Success.](#)
   4. Dean Brooks congratulated Senator Uchlik, Accounting instructor, for being selected as the ASCCC Open Educational Resource lead in her discipline for the entire state given her leadership in this field.
   5. Senator Duvall announced that each year, Professor Jennings from the Psychology department takes students to the Western Psychological Association Conference. This year, the conference will be held in Las Vegas and contributions are needed to help cover the students' costs. Donations are appreciated and can be made through the GWC Foundation Office.

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.*

   Dean Brooks encouraged faculty to attend the AI Ready Edu-OCRC 2025 Conference on April 25-26 in Irvine. The event is free, and CTE will compensate faculty for their time (8 AM - 5 PM) at the non-instructional rate. Faculty can submit their CARs to Dean Brooks.

II.   CONSENT AGENDA

A. Appointment of the following faculty members to campus committees:
   VP Bouzar presented the consent agenda. **MOTION** by Senator Lavarini to approve the consent agenda. Seconded by Senator Terrazas. Hearing no objections, the motion passed.

	FACULTY	DISCIPLINE	COMMITTEE	POSITION	TERM
1	**Damien Jordan**	Counselor	**Academic Senate**	Vice President (Replacing Justin Smith's term)	2025-26
2	**Katherine Green**	Chemistry	**Academic Senate**	IPD Chair	2025-27
3	**Maryam Khakbazan**	Math	**TERC for Shatarupa Ray, Biology**	Out-of-discipline rep (Replacing Lindsay Lewis)	F2023-26

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. Call for current Spring vacancies and 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. [Committee vacancies and nomination spreadsheet](#)

   - Academic Senate | Term: three years (2025-28) unless otherwise specified
     - Classified Senate | 2025-27
     - Computer Science | Spring 2025 & 2025-28
   - Council for Curriculum & Instruction (CCI) | Term: three years unless otherwise specified

- Art | 2023-26
  - Distance Education Advisory Committee (DEAC) | Term: three years unless otherwise specified
    - Criminal Justice | 2024-27
    - ELL/ESL/GED | 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 | Spring 2025
    - Criminal Justice | 2025-28
    - ELL/ESL/GED | 2023-2026
    - Kinesiology, Health, PE, Athletics | 2023-26
    - Library | 2024-27
    - World Languages | Spring 2025 and 2025-28
  - College Technology Committee | Term: two years unless otherwise specified
    - DEAC rep | Spring 2025
    - DEAC rep | 2025-27
  - Sustainability & Facilities Committee | Term: two years unless otherwise specified
    - Quadrant 3: Native Garden, LRC, GE, Lang Arts, Bookstore, Student Svs Ctr, Forum II, Music, Communications, Theater, Q3 Grounds & Parking
    - Quadrant 4: Math & Science, Forum I, Swap Meet Office, Public Safety, Nursing, Bldg. 26 (old CJ), Bldg. 33 (Annex), Administration, Business, RCJTC, Q4 Grounds & Parking
  - Safety Committee | Term: two years unless otherwise specified
    - Full-time Faculty At-Large

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

A. ASGWC Report – Samantha Sarmiento, ASGWC Vice President of Student Advocacy (no report)

B. ~~Wing of Instruction Meeting: CCN/ASCCC - Jen Kalfsbeek-Goetz (VPI) (1:10 pm)~~ (Tabled to the next meeting)

C. Golden Pride Program: [Campus Resources](#) and [Learning Community-Pilot](#) – Jeanette Adame, History Instructor & Golden Pride Faculty Coordinator (1:20 pm) [Golden Pride Program website](#)
Instructor Adame presented on the Golden Pride Program, an LGBTQ+ serving program aimed at fostering community and support for students. The program has organized successful events such as drag bingo and queer prom and is expanding with a proposed Golden Pride Learning Community Pilot in the upcoming academic year.
  - The Learning Community Pilot is open to all students and will start with 10-15 students. It will focus on creating a supportive environment to improve completion rates in math and English. Students will take designated courses with faculty allies, participate in study sessions, and engage in community-building activities.
  - Outreach efforts are underway to connect with high schools and potential students.
  - The long-term goal is to expand the program into multiple learning communities based on identity, major, or career goals.
  - Instructor Adame informed on a growing movement among California community colleges to pass resolutions in support of transgender students. She requested support emphasizing the importance of institutional support for trans students in uncertain times.

D. [The Knowledge Exchange](#) – Erin Craig, Flex Coordinator
Dr. Craig encouraged attendance of The Knowledge Exchange, scheduled for May 9 from 11 am to 1 pm in the Student Union. She noted the event aims to showcase how faculty and staff are implementing practices learned from professional development opportunities. The event is open to all employee groups, not just faculty, and will feature projects from data coaches, STEM faculty, counselors, and classified staff. Participation is encouraged, whether as a presenter or an attendee, and there is no obligation to stay for the entire event. The goal is to foster collaboration, share knowledge, and create a low-pressure space for engagement. Interest

forms have been distributed, and informational sessions will be available before the event. This pilot event aims to become a recurring opportunity for knowledge sharing in the future.

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

A. [Understanding Between the Academic Senate of Golden West College and College Administration](#) – Damien Jordan, AS President
President Jordan presented a draft Agreement between the AS of GWC and the College Administration to establish a procedure for prioritizing tenure-track faculty hires in the event of a failed search. The expectation is that the administration would honor the approval to hire the position and make reasonable efforts to complete the hiring process for the identified faculty position. President Randall expressed her endorsement and signed the agreement to codify expectations for future decision-making processes.

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. [Resolution for Single District Transcript](#), 1st reading. [[PowerPoint](#)]– Michael Tran, Transfer Center Coordinator (1:30 pm)
   Counselor Tran presented a Resolution for a Single District Transcript and affirmed that it would be in the best interest of students.
      - Currently, students who attend multiple colleges within the district must order separate transcripts from each college when applying for transfer or jobs. This process is confusing, time-consuming, and costly for students.
      - He shared data showing that 18% of students attend more than one college within our district and affirmed that a single district transcript would simplify the process and remove barriers for students.
      - Senators were asked to share the resolution with their colleagues for discussion and voting at the next meeting.
   2. [Course Program of Study, District-wide Changes](#) – Yvonne Portillo, Counselor & Michael Tran, Transfer Center Coordinator
   Counselors Portillo and Tran discussed a new process that limits students to only one program of study across the district, which could impact students' ability to take necessary courses for their intended major and negatively impact their Financial Aid benefits.
      - Adrienne Burton, Director of Financial Aid and Andrea Garcia, Manager, Financial Aid informed the new process is a federal regulation.
      - Counselors Portillo and Tran discussed it is being implemented by District without consultation with faculty or counselors.
      - The main issue is District's response to federal regulations has created barriers for students, making it difficult for them to receive financial aid for necessary courses that may not align with their designated program of study. This could lead to students not being able to take certain prerequisite courses or electives, which could impact their ability to transfer to a university or complete their degree.
      - The discussion included the potential workload issues for counselors and faculty in managing this new process and a need for better solutions and timelines to ensure compliance without harming students' educational progress.
      - Senators agreed that continued discussions are needed to clarify the complexities and push for practical solutions and to voice their concerns to district administration and possibly the board.
   3. Canvas Template for GWC classes – Damien Jordan, AS President
   President Jordan proposed a GWC course template that would serve as a standard framework for all classes, offering easy access to essential student resources and services.
      - Faculty can edit most aspects except for designated locked items such as the mission statement and header.
      - He explained that live links connect students to campus resources which update automatically as changes occur within the GWC website. It would house important policies resulting in faculty

no longer having to include these links on their syllabi. Students can access the various live chat support for campus services.
- Each discipline could link to its respective department page and promote relevant programs and student opportunities.
- A standardized template helps the part-time faculty coming from different institutions to adapt to GWC-specific services and policies.
- Senator discussions included balancing personalization with a unified template and ensuring critical student support remains accessible without overwhelming course homepages.
- President Jordan expressed that, overall, the template aims to enhance efficiency, accessibility, and the student experience at GWC.
- Senators were asked to share the Cavas template with their colleagues for further discussion at the next meeting.

4. 10+1 Standing Discussion proposal – Damien Jordan, AS President
In response to Senator Tran raising concerns during a previous meeting regarding the timing out of classroom computers, President Jordan proposed establishing a 10+1 item on the standing discussion agenda. He recognized that Senators would have the opportunity to raise concerns for informal AS discussions allowing for improved communication and proactive action. It would permit the EBoard to relay key information at AIC meetings and to schedule important items on a future agenda for a more formal discussion. The proposal received the endorsement of the Senators.

B. Other Agenda Requests

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

A. Program Review
B. AI (Artificial Intelligence)

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 – Damien Jordan (no report)
B. AS Vice Presidents' Reports – Pete Bouzar (no report) and Justin Smith (no report)
C. Council for Curriculum & Instruction (CCI) – Jennifer Bailly, Chair (N/A)
D. Institute for Professional Development (IPD) – Kate Green, Chair (no report)
E. Distance Education Advisory Committee (DEAC) – Michelle Veyette, DE Coordinator (N/A)
F. Union Update – Rob Schneiderman, CFE Union President, or Theresa Lavarini, GWC representative
- Senator Lavarini reminded the Senators of the scholarship deadline in April.
- She informed that Crystal Crane, Executive Director of District HR, emailed to clarify that, according to Ed Code 22724, regular pay must be used before excessive sick pay. This contradicts previous guidance from HR, which stated that employees could choose to use overload pay first. That is now reversed at the district level. CFE will be investigating further.
G. Special Reports (as requested by Academic Senate)

IX.   ADJOURNMENT

A. Move to Adjourn. Thank You! – Senate President
President Jordan adjourned the meeting at 3:00 pm.

X.   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*)
11. Other academic and professional matters as mutually agreed upon between the governing board and the academic senate (*mutually agree*)