ACADEMIC SENATE MINUTES

Tuesday, October 14, 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/83068916663 | Meeting ID: 830 6891 6663
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 (MGMT, 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	~~VACANT – Computer Science~~

I. PRELIMINARY MATTERS

A. Call to order – Justin Smith, AS President
President Smith called the meeting to order at 1:04 pm. He noted that the agenda was light because two presentations had been postponed to the October 28 meeting.

B. Welcome Guests
1. Damien Jordan, Counselor & AS VP (1:10 pm)
2. Michelle Veyette, DE Coordinator (1:20 pm)

C. Approval of the Agenda and Minutes
1. Agenda – October 14, 2025. **MOTION** by VP Jordan to approve the agenda. Seconded by Senator Bouzar. Hearing no objections, the motion passed.
2. Minutes – September 23, 2025. **MOTION** by VP Crescimanno to approve the minutes as presented. Seconded by VP Jordan. Hearing no objections, the motion passed.

D. Announcements, Congratulations, and Appreciation

1. Academic Senate group photo taken at the conclusion of the meeting. The photo was postponed at the Senators' request due to the rain.

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 campus committees:

MOTION by Senator Lavarini to approve the consent agenda. Seconded by Senator P. Nguyen. Hearing no objections, the motion passed.

	FACULTY	DISCIPLINE	COMMITTEE	POSITION	TERM
1	**Stephanie Tanio**	Biology	IEC	Faculty At-Large	2026-27
2	**Robert Nguyen**	Nursing	DEAC	Nursing/Health Professions	2024-27
3	**Liz Wells**	Art History-PT	CCI	Art	2023-26

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 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
  - Computer Science | 2023-26
  - Criminal Justice | 2025-28
  - Library | 2024-27
  - World Languages | 2025-28

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

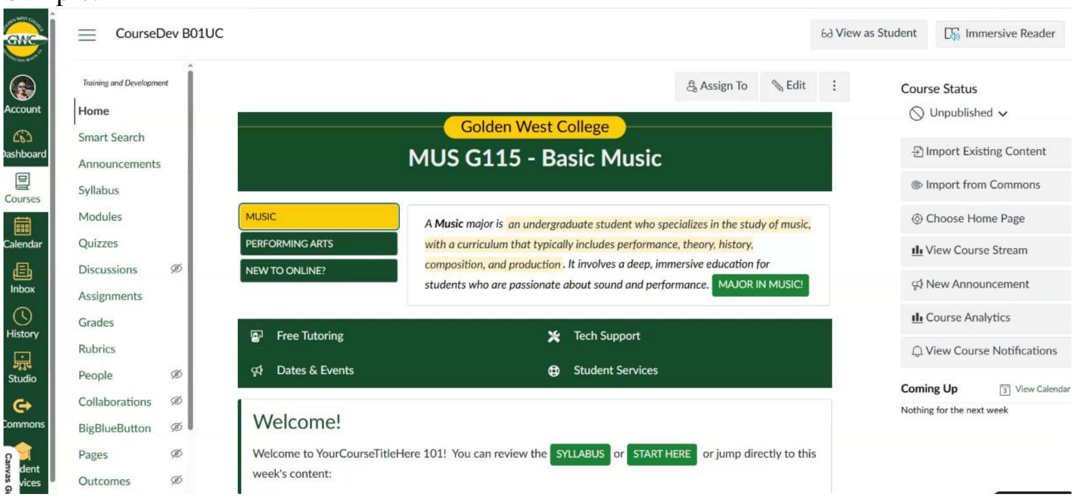
A. ASGWC Report – Sharon Fabian, ASGWC President
Ms. Fabian reported on ASGWC events, activities, and updates: ASGWC Report

- In response to an inquiry regarding student attendance at ASGWC committees and events, Ms. Fabian reported that the Legislative Affairs Committee is nearly at full capacity, while there are recruitment efforts underway to fill other committee vacancies. Personal outreach is proving more effective than digital methods.

- The "Tea Time" event had a strong student turnout. She will report at the next meeting on the attendance of their first movie night event.

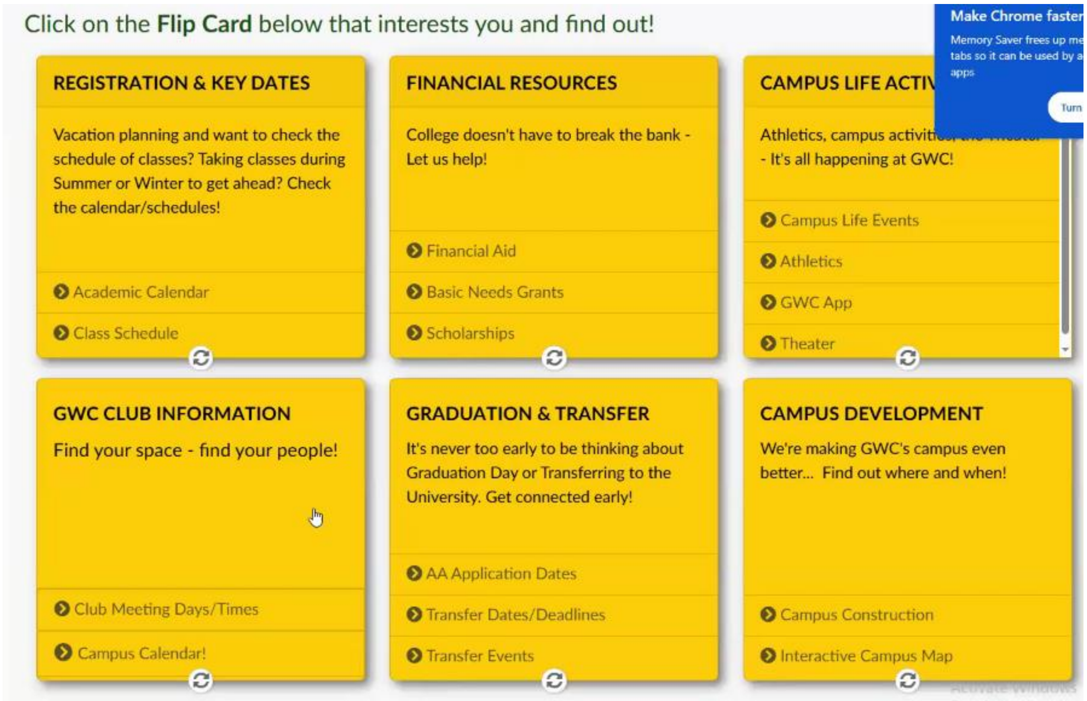
B. Canvas Resource Header update – Damien Jordan, Counselor & AS VP (1:10 pm)
VP Jordan reviewed the recent features and updates to the Canvas Resource Header.

- Sample:



- He prefaced by reporting that AB 928 requires that once students complete 15 units, they must have a SEP on file, and institutions are expected to hold registration and financial aid until compliance. However, it was noted that no California community colleges will be enforcing this requirement at this time due to enrollment concerns.
  - Part of the impact goals of the Enrollment Management Plan is for their work groups to close the gap of the students who are not successfully enrolled in English and Math in their first year, and close that gap by 50%.
  - Priority is ensuring students are enrolled, regardless of how they receive the information. Once enrollment is secured, focus can shift to improving success rates; emphasis on exploring all possible avenues to increase student enrollment.
- VP Jordan informed that he and President Smith met with the Distance Education Advisory Committee (DEAC) yesterday and discussed strategies to increase student engagement and participation in online programs; focused on bridging the gap in educating students about expectations in online courses; acknowledged that the college is now about 60% online post-COVID, compared to much lower levels before; and concern raised that many students may not fully understand how to navigate online learning, impacting success rates.
- He reviewed the program mapping functionality, which assists the Counseling department with AB 928.
- VP Jordan demonstrated how different disciplines are utilizing the customizable button. It serves as an opportunity for departments to showcase relevant program information. Example: Music, Theater Arts, and Dance created a shared program page highlighting the Visual and Performing Arts department. The page promotes collaboration across programs and informs students about involvement opportunities.
  - Faculty have the flexibility to personalize this button; uniformity across discipline pages is not required.
- Clicks - Recent research shows that gamification in education helps disproportionately impacted students remain engaged. Interactive elements, even simple ones like clicks or game-like features, can increase student involvement.
- Senators suggested allowing the Canvas Header to include a customizable image in their headers. VP Jordan will research if that is possible. Ms. Fabian noted that allowing students to customize their pages like they currently can in Canvas, including aesthetics, may help increase engagement.

- Campus information would be accessible on this page and can be updated as needed to include new incentives, new programs, etc:



- Discussion included how faculty can earn the POCR badge after incorporating the course shell. Three main components required for the badge: 1. An introduction or welcoming message (built into the shell). 2. Orientation explaining how the course works. 3. Inclusion of the course's SLOs.
- The goal is to have the new version nearly complete by the end of the Fall semester. Shells will start being distributed to faculty shortly thereafter. Plan to seek AS recommendations for a pilot group of faculty adopters. Pilot will collect metrics and survey feedback on the usefulness for both faculty and students.

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

A. POCR and RSI update – Michelle Veyette, DE Coordinator (1:20 pm)
- RSI Support on Canvas
- RSI Guide for Faculty

Coordinator Veyette shared RSI resources prepared in collaboration with DEAC as a reference for accreditation feedback and new faculty onboarding.
- She compiled previous RSI trainings (CIL trainings, fall and spring sessions) into a centralized, easily updated resource on Canvas.
- Resource includes: Definitions of distance education regular and substantive interaction; Federal and state requirement statements; RSI best practices per Coast Community College District procedures; Area-specific RSI breakdowns with summaries and examples; Includes Distance Education Coordinator contact info and a Q&A forum (currently needs fixing).
- Additional resources linked: ACCJC materials, webinars, and upcoming RSI Guide for Faculty.
- Seeking AS input on where to best host the resource campus-wide; plans for a Distance Education webpage are in development. A Senator recommended posting it to the AS Faculty Resources webpage and adding a link to the navigation menu in Canvas.
- **MOTION** by Senator Bouzar to adopt the "RSI Support on Canvas" model and place hyperlinks where they would be easily accessible to the faculty. Seconded by VP Jordan. Hearing no objections, the motion passed. [10.16.25 Announcement to Faculty – RSI Resources]

- **MOTION** by Senator Bouzar to approve the "RSI Guide for Faculty". Seconded by VP Crescimanno. Hearing no objections, the motion passed.
- VP Jordan recommended that Coordinator Veyette present to CCD. Senator Terrazas, Chair of CCD, offered to assist with scheduling her presentation.
- President Smith expressed appreciation to Coordinator Veyette for her extensive work on RSI and DEAC initiatives, noting her leadership, dedication, and ongoing contributions in multiple roles.

B. Academic Areas/Disciplines. Computer Science – Annamaria Crescimanno, AS Vice President
  - VP Crescimanno reported that in accordance with the AS Bylaws Membership Model and data compiled by ORPIE, Computer Science will no longer have its own AS representative and will be grouped with Business, Accounting, Marketing, and Management, which is currently represented by Senator Uchlik.
  - The AS standing committees mirror the Senate's representative model. Since CCI currently includes representatives from both Computer Science and Business & Accounting, an exception was made to allow them to continue serving through the end of the Fall semester. CCI's Business, Accounting, Computer Science, Management & Marketing position will reopen during the spring election cycle.
  - Dean Brooks expressed concern with the Computer Science data appearing lower than expected despite multiple active programs. It was suggested that the AS review what the reported numbers represent and how they align with program review data. The AS will invite CJ Bishop from ORPIE to present at a future AS meeting and explain how data and calculations are determined.

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. AS 2025-26 Goals – Justin Smith, AS President

   President Smith reviewed the AS 2025-26 Goals and provided an update on the Single District Transcript which was discussed at yesterday's DCC meeting:
   - Project originated from Counselor Tran's proposal last semester and has been progressing toward district-wide consensus. CCC supported the prior GWC AS resolution; initial pushback came from OCC's Senate. Broad support has been achieved from the Chancellor, trustees, college presidents, Senate presidents, and the student representatives. Plan to move forward district-wide, with implementation logistics coordinated through Parchment in early next year. OCC AS emphasized maintaining a clear distinction among the colleges on the unified transcript, with details to be finalized later.
   - VP Jordan informed that the Planning Council noted that CCD is not referenced in the campus Decision-Making Guide for planning and budget development. Explanation given that CCD is not formally part of participatory governance. Recommendation made for the AS to actively involve CCD in the program review process. Suggested role: CCD to serve as a major recommending body for developing program review templates and questions. Engagement would help align budget requests and program priorities with department needs. Emphasized the importance of collaboration between CCD, department chairs, and AS to ensure informed decision-making.
     - Senator Bouzar recommended training for the AS and CCD regarding how faculty requests and funding requests impact SCFF funding. Senator Terrazas confirmed that CCD is planning a future agenda item to include training on funding.
     - VP Crescimanno recommended that the Program Review Faculty Prioritization Work Group work closely with CCD in developing the Faculty Prioritization rubrics.

   MOTION by Senator Bouzar to approve the AS 2025-26 Goals as presented. Seconded by VP Crescimanno. She informed that the second page included what the AS has completed as a committee and what is still in progress. Hearing no objections, the motion passed.

2. Faculty Prioritization Faculty Requests update – Justin Smith, AS President. | Timeline

   President Smith reported that there were seven Faculty Requests received for this Faculty Prioritization cycle:
   1. Ethnic Studies – Chicano Studies
   2. Political Science

3. Librarian – ZTC/OER Curriculum Support
4. Librarian – Part-time Campus History Project
5. American Sign Language
6. Engineering
7. Mathematics – Non-Credit

The Faculty Requests are in Technical Review and will have the opportunity to revise their submissions due by October 24. Next, the Faculty Requests will be distributed to the Senators to prepare for the AS special meeting for Q&A on November 4.

3. Nexus Edge feedback update – Justin Smith, AS President
   As a result of Rupa Saran's presentation to the AS on September 23 on Nexus Edge, the AS distributed an announcement to the faculty requesting their feedback. President Smith reported that no faculty feedback was received.
4. 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
   - A Statewide In-Language Education Summit was held on October 2 at LACCD. It highlighted the success of LACCD's multilingual course offerings since Winter 2023, which included 145 credit and noncredit courses across 15 subject areas in Spanish, Korean, Mandarin, Russian, and Armenian. These courses, now permitted under a 2023 law allowing instruction in languages other than English, have served a diverse student population, primarily Hispanic and female, aged 34–54. President Smith suggested exploring similar opportunities at GWC to better serve multilingual communities and expand access.
   - PVR – President Smith reported confusion regarding the timing and process of PVR reports, which were expected today but delayed due to the president and VPI attending a conference. To improve clarity, it was suggested that the AS consider forming a PVR Task Force to streamline the process and ensure everyone understands the schedule, with Senators invited to participate.
     - There's a need to clarify communication and processes, especially regarding the previous situation with Athletics, to prevent confusion about who informs faculty and when. Emphasis was placed on documenting procedures clearly and ensuring key faculty are included in PVR meetings at times they can attend, rather than being inadvertently excluded.
     - Senators Bouzar and Lavarini, and VPs Jordan and Crescimanno volunteered to serve on the PVR Task Force.

B. AS Vice Presidents' Reports – Damien Jordan and Annamaria Crescimanno
   - VP Crescimanno reported the Faculty Prioritization Work Group continues to work on the Rubric.
   - DCC 9/26/25 Budget Subcommittee Report – VP Crescimanno reported on the DCC Budget Subcommittee:
     - Reviewed FY 25-26 adopted budget, highlighting challenges with planning revenues, operating costs, and economic uncertainty; Restricted funds remain mostly untouched; Focus is on unrestricted funds.
     - Key challenges include higher healthcare costs, a $12.6 billion state budget deficit, and reduced lottery funds; District holds approximately $76 million in reserves: $14.7 million at colleges, $3.6 million at GWC, and ~$5 million undesignated; Enrollment slightly below projections, but dual enrollment supports stability funding; Discussion on SCFF (3-year average) and potential adjustments to summer enrollment impacting funding; data submitted to Chancellor on October 1; and possible benefits if summer enrollment moves to 24-25 school year include increased COLA and back pay for employees; FY 25-26 adopted budget

currently shows a $2.1 million deficit, expected to be balanced by year-end through cost-saving measures, including a new Banner SaaS system projected to save $1.8 million by 2029; Additional budget details available in the attached DCC 9/26/25 Budget Subcommittee document.

- VP Jordan informed that he is a member of the Planning Council and serves on two of their primary work groups for the Enrollment Management Plan impact goals. He will provide a detailed report at the next AS meeting.

C. Council for Curriculum & Instruction (CCI) – Jennifer Bailly, Chair
Chair Bailley reported on CCI Strategic Plan Goals and Action reports:
- CCI Strategic Plan Goals & Action Report 2025-26
- CCI Strategic Plan Goals & Action Report 2024-25

D. Institute for Professional Development (IPD) – Kate Green, Chair (no report)
E. Distance Education Advisory Committee (DEAC) – Michelle Veyette, DE Coordinator (no report)
F. Union Update – Rob Schneiderman, CFE Union President, or Theresa Lavarini, GWC representative
Senator Lavarini reported "OCC Faculty Lauren Becker is the CFE contact for the lab-lecture-pay-parity task force. I shared your names with CFE of those interested:
- Annamaria Crescimanno, Biological Sciences
- Matthew Flesher – Kinesiology, Health Ed, Athletics
- Kate Green—Chemistry
- Phuong Nguyen – Nursing/Health Professions
- Auto faculty-- John Kasabian

Back-Up Faculty:
- World Languages—Veronic Pizano, only if need more faculty
- Alice Rivera or Aleksandra Uchlik – Business, Account, Marketing, Management, only if we need more faculty."

G. Special Reports (as requested by Academic Senate)
- ASCCC Area D Fall Meeting on 10/10/25 – Julie Terrazas, Academic Senator
  - Senator Terrazas attended the recent ASCCC Area D meeting and reported that the meeting focused on upcoming resolutions for Fall Plenary (linked below), including a new online comment feature for faculty, revisions to minimum qualifications in mathematics, adding mental health and aircraft systems disciplines, workplace violence and social media protections, AI literacy education, and updates to existing ASCCC papers. Links to the resolutions were shared for review.
  - She is working with the AS Office and IPD to host the Area D meeting in March 2026 at GWC. Additional information is forthcoming.

H. Information Items
- ASCCC Fall Plenary Session Resolutions – Senators and faculty were asked to review the Resolutions and share their feedback with President Smith prior to voting during Fall Plenary on November 6.
- CCCD 2025 Annual Security and Fire Safety Report
- Budget Council: Annual Budget Development & Review Process | Special Funding Request Form
- ASGWC: 2026-27 ASGWC Funding Request Form | ASGWC Announcement

X. ADJOURNMENT

A. Move to Adjourn. Thank You! – Senate President
President Smith adjourned the meeting at 2:36 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*)