



Gavilan College Academic Senate
Tuesday, February 7th, 2017 from 2:30 – 4:00 p.m.
LOCATION: ART 103 (across from the Theater Entrance)

MINUTES

ATTENDANCE

A. Rosette, J. Maringer, D. Achterman, P. Henrickson, C. Mantia, B. Arteaga, O. Zamora, J. Lango, S. Dharia, L. Stubblefield, D. DiDenti

ABSENT

E. Venable, J. Hooper, M. Turetsky, G. Cribb, M. Johanson, A. Delunas

GUESTS

K. Rose, M. Bresso, R. Brown, P. Wruck, S. Carr, and E. Talavera (minute recorder)

I Opening Items: (5)

- A) Call to order at 2:33 pm
- B) Welcome and Roll Call
 - 1) A. Rosette asked to note which senators were present and absent.
- C) Approval of Minutes: December 13, 2016 Special Election Meeting
MSC (D. Achterman/P. Henrickson). Vote: 1 abstention (J. Lango). Approved as presented.
- D) Approval of Agenda
MSC (B. Arteaga/D. Achterman). Approved as presented.

II Public Commentary: (5)

This portion of the meeting is for members of the public to address the senate. No actions will be taken. Each individual is limited to one minute.
None.

III Reports: (10)

- A) Standing Reports:
 - 1) **ASGC**
D. DiDenti reported that ASGC had their first meeting of the semester on February 2, 2017. ASGC also discussed upcoming events which will be presented at next meeting.
 - 2) **College President**
K. Rose reported that the classification study has been concluded with more information to follow. The Educational Master Plan is posted on the intranet and the work will end at the end of the spring semester. President's Forums will continue, starting in March. President Rose also reported on educational forums being held at local high schools. Finally, she welcomed the VP of Instruction, M. Bresso to Gavilan College.
 - 3) **Vice President of Instruction**
M. Bresso thanked all who have made her feel welcomed. Much of her time has been spent on listening to what the needs are at Gavilan College. Currently, one area of focus is following up on FTES generation and how to move out of instability. The projections show there is a need for more FTES to reach target area. The deans have been asked what late start courses can be added to help in this effort.
 - 4) **Vice President of Student Services**
Not present
 - 5) **Senators (please include any input regarding ongoing AS discussions)**

None.

6) Senate President

A. Rosette welcomed C. Mantia as the Fine Arts senator. He also welcomed O. Zamora serving as the Counseling Department senator. He gave an update of the fall semester elections and officers. He also reported that the bulk of the meeting will focus on the cracks that the Academic Senate President will not be able to address due to other obligations. The senate will need to address these areas throughout the semester and beyond. A. Rosette has been approached addressing committee needs and other areas of concern that cannot be addressed by the Senate president at the moment. These are areas that the senate needs to and is obligated to address which will guide the context of the meeting. He believes that these conversations and work will move the senate in a positive way.

B) Academic Senate Standing Committees

Learning Council: D. Achterman announced that the Learning Council is spearheading spring education forums at the local high schools. He invited the senators to attend.

IV Information:

A) California College Promise Innovation Grant: Grant Application Form B (Patricia Henrickson) (10)

S. Carr gave a brief intro about the grant. The plan is to serve about 800 students annually. P. Henrickson gave a brief review of the grant and the priorities presented in the grant. It is to work with what exists with an added focus to Child Development and Educational Studies. She pointed out some issues that this grant will help alleviate. The four-year guidelines have been outlined with the four-year universities. It also allows for payment of fingerprinting of students. The timeline was short for submission of the grant application. D. Achterman added that the timeline was short but the planning for this has been done over a year through the Title V Initiative. A. Rosette added that this is something that is needed and didn't require a signature from the Academic Senate President. He asked the senate to look at the application to make sure it is meeting various institutional aspects and needs. The process for submitting grant applications was outlined. The grant should first be presented to the Budget Committee. The senate then would look at the grant with the comments from the Budget Committee before moving it forward to President's Council. A. Rosette added that there were concerns about positions being added through this grant and how it would affect the 50% law. The Budget Committee would be the best to deal with this question. B. Arteaga asked what happens when the Budget Committee doesn't meet until March or April and how that would affect the grant. A. Rosette replied that this needs to be addressed and maybe the Budget Committee needs to hold an emergency meeting or a change to the form needs to be made. The process is to make sure the grant will help the campus institutionally. D. Achterman added that the role of the senate is to consider the efforts of the proposal and how it can be supported and build connections that already are in place on campus. A. Rosette informed the senate that this will go to President's Council February 8, 2017 as an informational item. The application has been submitted but he would like to hear more about the grant after it has gone to the Budget Committee. B. Arteaga pointed out that this didn't go through proper channels and is an issue since the intent of the forms was not followed. A. Rosette replied that this is a step in the direction of changing things and the intent was followed but needs to be fine-tuned taking into consideration different elements. The intent of the form is not to approve but to review the application and information.

V Discussion:

A) State of the Senate: Goals for the Spring Semester (r2row) (15)

A. Rosette gave an overview, via PowerPoint presentation, of some of the senate's needs. He pointed out that the needs are: support for the senate president for day-to-day local senate needs, a reorganization of the senate that provides for an effective direction and support, and adequate support to the senate from the institution so the senate can perform the 10+1 work of the senate. He pointed out that to address these needs there has to be (1) an update of the constitution and

bylaws, (2) institutional support from the institution and (3) to foster and nurture faculty leadership and participation. The first two require a complex approach. A. Rosette laid out a timeline for the changes that need to take place. He mentioned that there needs to be conversation with GCFA, who have been invited to attend the senate meetings. He also gave an update of the ASCCC Faculty Leadership Institute, 2016 that a few senators attended concerning the updating of the constitution and bylaws.

B) Model Senate Constitutions and Research (Doug A./Sejal D.) (15)

D. Achterman gave an overview of the guideline for Academic Senate Constitutions, which included suggestions for what should be included in a constitution. A big issue is that there is a need of 2/3rds majority of Full-Time faculty to change the constitution, which is difficult. He pointed out that there is room for revision in the different areas presented, such as the addition of officer's basic duties and frequency of elections. S. Dharia added that the terms should be specific and a 2 year term for the president is a good idea since there is a high learning curve. D. Achterman will create key questions that can be sent to the senators for input. A. Rosette pointed out that this needs to be done right since the constitution is not changed frequently.

C) Model Senate Bylaws and Research (Jane M./r2row) (15)

A. Rosette gave an overview of what was found at different campuses in similar size to Gavilan in terms of bylaws. He gave some highlights that included a review of the Senate's 10+1, the duties of faculty senate officers, election procedures for the officers, as well as the work of committees and how they are formed. A. Rosette also presented different items that other campuses have included in their bylaws, such as a Steering Committee or Executive Committee. One item that the Gavilan College Academic Senate doesn't include is Resolution Writing and Authority, which may need to be expanded and included in the current bylaws. D. Achterman added that the Board Policies need to be looked out to review what is currently present.

D) Next Steps: (senate) (10)

A. Rosette gave a timeline, which included the development of a new constitution draft for the February 21, 2017 meeting, to be led by a workgroup with S. Dharia and D. Achterman as the leads. There will also be a workgroup working on the draft of the bylaws led by J. Maringer and A. Rosette. A third workgroup would be the initiation of joint conversations with administration and GCFA. S. Dharia asked for feedback and will come up with a precise document to be presented to the departments. J. Maringer added that the existing documents are on the Academic Senate website. D. Achterman pointed out that help is needed in getting the information out to the departments. A. Rosette urged the senators to join a workgroup to help beyond the general input stage. The senators need to work the next two months to make the necessary updates and changes. A. Rosette added that there is a need for someone with data skills to help evaluate different scorecards from similar colleges. S. Dharia asked how the vote would occur to make the changes. A. Rosette will ask M. Turetsky on the process and direction.

VI Action:

A) Interim VP resignation/duties/election (senate) (5)

A. Rosette announced to the senate that A. Delunas has resigned as VP due to teaching obligations and opened the floor for an interim VP to match the Senate President's Term.

A motion was made to open up the floor for nominations and election of an Interim VP whose term would end June 30, 2017.

B. Arteaga was nominated and she accepted the nomination.

MSC (D. Achterman/J. Lango). Vote: unanimous. B. Arteaga will serve as Interim VP of the Academic Senate.

VII Closing Items:

A) Open Forum: (time permitting)

J. Maringer asked the senators to check their Term End dates on the website for corrections.

B) Items for next agenda

1) Equivalency Committee Update

VIII Adjournment by consensus at 3:59 pm

Motioned by J. Lango.

Next meeting: February 21st, 2017

Approved 2-21-17

Senate Responsibilities: "10 + 1" (+1 in *italics*, in Senate bylaws)

1. Curriculum, including establishing prerequisites and placing courses within disciplines
2. Degree and certificate requirements
3. Grading policies
4. Educational program development
5. Standards or policies regarding student preparation and success
6. District and college governance, as related to faculty roles
7. Faculty roles and involvement in accreditation processes, including self-study and annual reports.
8. Policies for faculty professional development activities
9. Processes for program review
10. Processes for institutional planning and budget development
11. *Other academic and professional matters as mutually agreed upon between the governing board and the faculty senate... such as:*
 - *Appointments, hiring, status, and assignments of teaching and non-teaching faculty.*
 - *Criteria for and the establishment, organization, and continuance of departments.*
 - *Student affairs and activities.*
 - *Academic freedom.*
 - *Shared governance as outlined by AB 1725 and other statutes.*