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| lgavlogo | Gavilan College Academic Senate  Tuesday, October 30, 2018 from 2:30 – 4:00 p.m.  LOCATION: N/S Lounge |

**Meeting Minutes**

**ATTENDANCE**

D. Achterman, B. Arteaga, C. Velarde-Barros, A. Delunas, N. Dequin (Chair), S. Dharia, P. Henrickson, J. Hooper, J. Maringer, N. Park, M. Sanidad, L. Scott (minutes recorder), A. Stoykov, L. Stubblefield, O. Zamora

**NOT PRESENT**

N. Andrade, B. Franco, R. Overson

**GUESTS**

D. Pescarmona, P. Wruck

1. **Opening Items:** 
   1. Call to order
   2. Welcome and Roll Call

N. Dequin called the meeting to order at 2:32 pm.

* 1. Approval of Minutes: October 15, 2018

**MSC (A. Delunas/M. Sanidad). All in favor. Minutes approved as presented.**

* 1. Approval of Agenda

**MSC (A. Delunas/O. Zamora). All in favor. Agenda approved as presented.**

1. **Public Commentary:** *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.*
2. **Reports:** 
   1. Standing Reports:
      1. ASGC

ASGC will be having a Halloween costume contest and event on October 31 in the Student Center. The CSEA will also be selling candy apples and cupcakes in the Student Center on Halloween. Transfer day is Thursday, November 1 from 10-2 pm in the Student Center.

* + 1. College President

No report. Dr. Rose was unable to attend.

* + 1. Vice President of Academic Affairs

No report.

* + 1. Vice President of Student Services

No report. Kathleen Moberg was unable to attend.

5) Senators

A. Delunas relayed the following upcoming events:

* + Guided Pathways mapping workshop on November 6 and November 14 in the Library (LI 170) between 2-5pm
  + Student learning activity related to Guided Pathways, November 7
  + Student centered planning event, November 15
  + Processing qualitative/quantitative data event, December 4

J. Hooper reported on the activities of the English department. The department is still working on informed self-placement. J. Hooper expressed the department’s confusion with incoming contradictory information regarding AB705. N. Dequin relayed that relevant and official source documents are provided by the Academic Senate for California Community Colleges (ASCCC) and the Chancellor’s Office. N. Dequin confirmed the location of the documents on the ASCCC website at *https://asccc.org/ab-705-resources*. She recommended that faculty only pay attention to the documents provided from the aforementioned resources and stated that other documents are just interpretations.

J. Maringer informed the committee that AEC has been receiving a lot of information from the Chancellor’s Office via the Disabled Student Programs and Services (DSPS) Coordinator regarding AB705 and the impact on students with disabilities. The AEC would like to be part of the conversation surrounding this topic moving forward. A discussion ensued regarding the concerns for student success and AB705, particularly with the Math and English departments. Some Senators conveyed that AB705 is part of Guided Pathways, and should be treated as such, and recommended that an AB705 ad hoc subcommittee or work group be created to address these issues. N. Dequin recommended that senators discuss this subject further with their constituents and provide feedback. The senators decided that a small group, including J. Maringer, D. Achterman, and J. Hooper, will work on this to help determine next steps and provide feedback at the November 20 Academic Senate meeting.

C. Velarde-Barros conveyed that the Equity Committee is currently evaluating how it is functioning and reviewing the by-laws to determine if there are any necessary changes given the new funding formulas. She also informed the senate that the Mental Health Committee meets once a month, on the second Friday of the month, and faculty can be more involved with mental health through this committee. C. Velarde-Barros reminded the committee that the Kognito Program provides information on how to talk with students who are in distress and the information can be accessed through the intranet under student health.

6) Senate President

N. Dequin remarked on a few subjects. She will be attending the Fall 2018 ASCCC Plenary Session and is looking for direction on how to vote on resolutions. E. Crook has asked N. Dequin for the Academic Senate’s feedback regarding the new process for program review. She will be forwarding what they currently have to the senate. N. Dequin recommended senators discuss this item with their Department Chairs and suggested feedback be given to her or directly to E. Crook. The Strategic Enrollment Management Support Team is coming to Gavilan to work on strategic enrollment management on November 9. N. Dequin also discussed possibly providing a short presentation on the role and functions of the Academic Senate on Faculty Professional Learning Day(s). The calendar for that event is still being finalized. A. Delunas offered to assist N. Dequin with the presentation.

7) Senate VP of Academic Affairs

M. Sanidad also attended the Integrated Planning Committee meeting last week. The support of Guided Pathways was the major topic of discussion. This committee is looking to add more members, specifically from Career Education and Financial Aid.

8) Senate VP of Student Services

B. Arteaga updated the committee on the postcards in support of undocumented students. 300 cards were collected and were delivered to Congressman Jimmy Panetta’s office. B. Arteaga has been working with the meta-majors workgroup for Guided Pathways. The next meta-majors meeting is Tuesday, November 6. This group will be presenting on Faculty Professional Day(s) on January 24 and January 25. Faculty will be able to provide further input surrounding meta-majors then.

9) GCFA President

No report. R. Overson was unable to attend.

* 1. Academic Senate Standing Committees

No reports.

1. **Information:** 
   1. CCSSE – Peter Wruck

P. Wruck provided a brief overview of the results from the Community College Survey of Student Engagement (CCSSE). The University of Texas at Austin surveys colleges across the country that choose to be a part of the CCSSE. This was the first year Gavilan participated in the CCSSE which is usually offered every three years and a small representative group of students were asked about their college experience. 22 faculty (about 10%), 11 part-time and 11 full-time, also took the survey. A special focus this year was on academic mindset and a number of items used for accreditation.

These reports were shared with the deans who were asked to share it with their departments. The key finding report is public and P. Wruck can make all of the documentation public if necessary. There are 40 different PDF’s available. N. Dequin recommended that the Academic Senate and college have more conversations around this information.

One of the reports called The Community College Faculty Survey of Student Engagement was not emailed to the group. Information included in this report is useful for GP discussions. P. Wruck will email it to N. Dequin today and she will forward it to the Academic Senate. P. Wruck will provide D. Achterman with a PDF that has the complete Gavilan findings. A member suggested reviewing this item at a brown bag session during Professional Learning Day and bringing it back for further discussion at Convocation Day in the fall.

* 1. 52nd Academic Senate for California Community College Fall Resolutions

The summary of the resolution feedback include:

* *1.02: Adopt the Guided Pathways Glossary of Terms*

Discussion: The feedback was that there was no mention of the roles that local college senates have played in formulating these terms and the recommendation is to support the resolution but the proposal should be amended to reflect the feedback.

* *4.01: ASSIST Oversight and Implementation*

Discussion: This resolution is to make sure that ASSIST, an articulation website, functions correctly and is user friendly. The recommendation is to support this resolution.

* *5:01: F18 Metrics and Coding Cleanup*

Discussion: The resolution looks good and the recommendation is to support it.

* *5.02: F18 Identify and Report Costs of AB705*

Discussion: Overall feedback was that the resolution looked good however the plan for how to assess costs was vague as well as what to do with the assessment. The final recommendation was to support the resolution with the suggestion to include more detail.

* 5:03: *Develop Resources with Guidance Relevant to the Student Centered Funding Formula*

Discussion: The resolution looks good and the recommendation is to support it.

* *7.01: Redefine the Faculty Obligation Number to Include Noncredit Faculty*

Discussion: Some concerns were raised including a possible decrease in the number of full-time faculty and that recommended changes have not been made to increase the number of full-time faculty. Gavilan is in the bottom ten colleges for the ratio of full-time (43%) to part-time faculty. The recommendation is to disagree with the resolution and include the above concerns.

* *8.01: Using Multiple Measures in addition to High School Grade Point Average for Student Assessment and Placement Practices*

Discussion: The resolution proposes that the local senate work with faculty and counseling to determine what the multiple measures are and to use those multiple measures for student placement in addition to high school GPA. The recommendation is to support the resolution.

* *9.01: Degree and Certificate Awards in Response to the New Funding Formula*

Discussion: The resolution looks good and the recommendation is to support it.

* *9.02: Equalize Noncredit Curriculum Processes to Align with Local Approval of Credit Curriculum Processes*

Discussion: Gavilan has local approval for some of the credit curriculum and currently non-credit has a nine month backlog for approvals from the Chancellor’s Office. The recommendation is to support this resolution in order to approve non-credit course curriculum more quickly.

* *9.03: Local Adoption of the California Virtual Campus-Online Education Initiative Course Design Rubric*

Discussion: The overall resolution looks good but concern was expressed for the word “encouraged” versus “required” with regard to the use of the course design rubric.

* *9.04: Flexibility in Local Curriculum Submission Deadlines as Related to the Implementation of AB 705*

Discussion: The resolution looks good and the recommendation is to support it.

* *15.01: F18 Support for University of California Associate Degrees for Transfer in Physics and Chemistry*

Discussion: This resolution is important but the concern is that it is unrealistic to include the offering by fall. The recommendation was to support the resolution and communicate that the timeline may not be achievable.

* *17.01: Guided Pathways, Strategic Enrollment Management, and Program Planning*

Discussion: This resolution looks good and the recommendation is to support it.

* *17.02: Establish Local Open Educational Resources (OER) Liaisons*

Discussion: The biggest challenge is designing curriculum around the free to low cost resources that are available. D. Achterman emphasized the importance of creating some course with OER and volunteered to assist with helping implement this. P. Howell is the current liaison. The recommendation was to support this resolution.

* *18.01: Guided Self-Placement*

Discussion: The resolution looks good and the recommendation is to support it.

* *19.01: Encourage Dialog about Equivalency Practices*

Discussion: There is a task force that reviews equivalencies for degrees and this resolution is basically asking that community colleges work with the Chancellor’s Office by having dialogue about their equivalencies. The resolution looks good and the recommendation is to support it.

1. **Discussion:**
   1. AB 1969: Sexual Orientation and Gender Equity Resolution – ASGC

AB 1969 was discussed and the major revision for the resolution was the removal of deadlines in the language. This item will be brought back for action at the next Academic Senate meeting. A question was raised about the vague language regarding bathroom signage. It was unclear as to whether this resolution was referring to signage change for every bathroom on campus. B. Arteaga will seek more clarity from ASGC.

A motion was made to extend the meeting by five minutes.

**MSC (A. Delunas/M. Sanidad). All in favor. Motion passed.**

**VI Action:**

1. AP 5075

**MSC (A. Delunas/C. Velarde-Barros).**

B. Arteaga wanted to add language regarding a natural disaster from memorandums she received from D. Pescarmona.

A friendly amendment was made to add a line that says “in case of a natural disaster, Gavilan College will adhere to Title 5, Section 58509. “

**MSC (B. Arteaga / M. Sanidad). Andrew Delunas accepted the friendly amendment.**

**VII Closing Items:**

* 1. Open Forum: (time permitting)

No discussions.

* 1. Items for next agenda

**VIII Adjournment**

**A motion was made to adjourn the meeting at 4:05 pm. Next meeting: November 6, 2018 N/S Lounge**

**Senate Responsibilities: “10 + 1”**

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 Academic Senate.*