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| lgavlogo | Gavilan College Academic Senate  Tuesday, March 20th, 2018 from 2:30 – 4:00 p.m.  LOCATION: N/S Lounge |

**Minutes**

**March 20, 2018**

**ATTENDANCE**

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

**NOT PRESENT**

A. Arid, B. Everett, J. Lango

**GUESTS**

F. Lozano, R. Hannon, Dr. Rose, Dr. Cervantes, K. Moberg, D. Klein (guest speaker), Nolan Golden (ASGC), Adam Lopez (ASGC)

1. **Opening Items:** 
   1. Call to order @ 2:31 by Nikki Dequin
   2. Welcome and Roll Call
   3. Approval of Minutes: March 6, 2018

**MSC (Andrew Delunas/Blanca Arteaga). Motion passed. Minutes were approved as corrected.**

* 1. Approval of Agenda

**MSC (Andrew Delunas/Doug Achterman). Motion passed. All in favor.**

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.*

**III** **Reports:**

* 1. Standing Reports:
     1. ASGC

Adam Lopez reported that the ASGC has acquired a new sound system for students. Upcoming events include Club Day next week where students can learn about all the different clubs that they have available to them. Caesar Chavez Day also falls on Club Day this year. Elections are coming up and student applications are due on April 13. Leader of The Year was awarded to Nolan Golden for his advocacy up to the state level.

* + 1. College President

Dr. Rose thanked Adam Lopez from ASGC for his time and input during a meeting with a representative from Senator Monning’s office. She also thanked the students and committee who are participating in the high school educational forums. These forums have had a high attendance this year.

Dr. Rose reminded everyone that ongoing discussions should continue regarding possibilities for the General Obligation Bond. She is now part of a consortium of college presidents, including President Ochoa of CSUMB, who meet quarterly to talk about the needs of the local colleges.

The funding formula continues to be an ongoing debate. The latest impact is from the auditor’s report. There is a number of missing census reports which has an impact on base funding. Gavilan is trying to reduce hundreds of thousands of dollars. Faculty-please confirm your census reports as quickly as possible.

Dr. Rose stated that the administration is examining support services and academic affairs. The goal is to realign support to greater serve students for guided pathways. There are going to be some Academic Affairs modifications and more information will follow in the upcoming weeks.

* + 1. Vice President of Academic Affairs

No report. Vacant position at this time.

* + 1. Vice President of Student Services

Kathleen Moberg gave special thanks to ASGC for their help and participation in making the academic forums a success. .

5) Senators

*English Department*: Jessica Hooper reported on the California Acceleration Program (CAP) conference she attended. There is concern regarding the language of AB705 which mandates that all students be placed in transfer level English or math unless they are deemed highly unlikely to succeed. The mandate “highly unlikely” was not clearly defined at the conference. The accelerated movement is now pushing transfer level courses that have co-requisites along with them. Informed self-placement was also discussed in break-out sessions.

Andrew Delunas provided a faculty development liaison report. He will be hosting a brown bag event on how full-time faculty can meet co-curricular requirements on Thursday, March 29 in Learning Commons room 165.

Jane Maringer reported on the ILOTask Force. They have put together draft #5 which will be reviewed for approval at the April Department Chair Committee Meeting. After that, it will be brought back to Academic Senate for final approval. It has already been approved by ASGC.

6) Senate President

Nikki Dequin reported that the board policy sub-committee met for the first time last week. They are reviewing policies and she will continue to update the Academic Senate on the progress. The support services and academic affairs reorganization that was discussed at the Department Chair meeting will be a future agenda item for Academic Senate.

Nikki Dequin recognized Jane Maringer who was voted employee of the month after 30 years of service.

The Area Senate Executive Committee would like Gavilan to host their meeting in September. They would like to come in on Thursday, March 22 to meet with Gavilan to discuss further. The athletics sub-committee met last week and they are reviewing Gavilan’s athletics philosophy. They are also developing printed material for recruiting.

7) Senate Vice President of Academic Affairs

Arturo Rosette stated that the Curriculum Specialist, Bonnie Donovan, is retiring. He suggested that Academic Senate get an update from Curriculum Committee as to how they will handle the transition and increased work load. He also reminded the committee of an invitation to attend the Curriculum Institute July 11-July 14. If interested, please contact Nikki Dequin to see if there is funding.

The Faculty Professional Learning Committee (FPLC) has begun working with Andrew Delunas. Denise Besson will continue to serve as chair for next term. He will have more to report on the Enrollment Management Team and shared governance at the next committee meeting.

8) Senate Vice President of Student Services

Blanca Arteaga reported on several upcoming events. The first is Leadership for Curricular and Institutional Information (BSILI) on June 10-15. The second is for the Women In Leadership speaker panel at Gavilan on March 22*.* Invitations were passed around for these events.

The faculty handbook website is done. This will be a continuously changing website. Next steps are to send it out internally, get feedback and go live with it after that.

9) GCFA President

Ken Wagman informed the committee that article 22.2 of the Gavilan College Faculty Association contract states faculty needs to do their census. Faculty who have not turned in their census has cost the college nearly $800,000. Please encourage faculty members to turn theirs in from Gavilan’s email.

GCFA negotiations are going on right now and elections are coming up in April. The Representative Council meeting is coming up on Thursday in social sciences room 206.

* 1. Academic Senate Standing Committees

No report.

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**IV Information:**

A): FACCC Update – Debbie Klein (guest speaker) and Gavilan Student Representatives

Debbie Klein reported on the Faculty Association of California Community Colleges (FACCC) and provided handout. The professional organization represents 61,000 community college faculty. The organization is an advocacy voice in the capitol. She is running unopposed for President of FACCC for 2019. They are looking to recruit new members and she passed around a contact sheet for faculty who would like to receive more information. She believes members are important now more than ever because she is concerned for the future of the shared governance practices.

Adam Lopez, a student representative, debriefed the committee on his experience at the Advocacy and Policy Conference. Three students from Gavilan were able to attend. It was a very positive experience that provided him with insight into how advocacy works at the state level. They discussed many topics including budgetary issues and the online college.

**V.** **Discussion:**

A**)** Shared Governance Plan Update and Proposed Changes – Arturo Rosette & Eddie Cervantes

Eddie Cervantes informed the committee that a small task force was put together to update/revise the Shared Governance Handbook. Board and administrative policies were updated. Most importantly, they outlined expectations and standards of shared governance committees. Accreditation and communication were also reviewed. They are putting together a governance review sub-committee.

Arturo Rosette stated that the revamped Shared Governance Handbook will need to be put into practice over next two years. Current groups or committees that might not meet the standards may be re-evaluated. There will be some fine tuning by creating sub-committees within a parent committee. There was discussion regarding whether faculty communication and their voice is adequately represented on the committees**. Please review the handbook and submit your feedback and questions. Also present the handbook/plans to your constituents. The Academic Senate needs to make sure all committees and task forces are included in the handbook. Goal is to discuss and approve by the next Academic Senate meeting on April 17.**

B)Principles of Community – Eddie Cervantes

Eddie Cervantes reported to the committee on the Principles of Community. The team worked with equity and updated the Principles of Community. The team gathered input from students during a retreat and came up with these changes. Equity was a main theme of campus community. Please provide any feedback to Arturo Rosette or Eddie Cervantes. The committee discussed turning each of these into a visual representation using artwork that can be displayed on campus. **Add as an action item to the next Academic Senate meeting agenda on April 17.**

C) ASGC Resolution – Supporting Student Learning and Professional Development

Blanca Arteaga reported on the ASGC Resolution. The resolution was written to encourage faculty to work with students involved in clubs, athletics or community events who might need special arrangements for class assignments or work. **Blanca Arteaga will work on developing a similar resolution for the Academic Senate. Bring the ASGC resolution back as an agenda item to adopt at the April 17 Academic Senate meeting.**

**VI Action:**

1. Guided Pathways Work Plan

No action or discussion.

**VII Closing Items:**

* 1. Open Forum:

No discussion.

* 1. Items for next agenda

**Nikki Dequin will add the Facilities Master Plan to the agenda for the next Academic Senate meeting on April 17.**

**VIII Adjournment:**

**A motion to adjourn was made by Arturo Rosette @ 4:02. Next meeting: April 17, 2018.**

**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.*