**Gavilan College Academic Senate**

**Tuesday, March 5, 2019 from 2:30-4:30 p.m.**

**N/S Lounge**

**ATTENDANCE:**  Nikki Dequin,Alex Soykov, Blanca Arteaga, Mary Ann Sanidad, Ozzy Zamora, Andrew Delunas, Pat Henrickson, Nicholas Park, Sejal Dharia, Linda Stubblefield, Jane Maringer, Jessica Hooper, Sabrina Lawrence, Jennifer Grohol

**Guests:** Peter Wruck, Ana Benich, Randy Brown, Blanca Melchor, Robert Overson, Cherise Mantia, Edwardo Cervantes, Kathleen Moberg, Denee Pescarmona, Fran Lozano, Dr. Rose. Holly Strother (minutes)

**ABSENT:** Carla Velarde-Barros, John Lango, Neal Andrade, Brianna Everett,

**Opening Items:**

1. Call to Order

Dequin called the meeting to order at 2:32 p.m.

1. Welcome and Roll Call

Dequin welcomed Holly Strother as the minutes recorder and performed a roll call.

1. Approval of Agenda

**MSC: (Delunas/Henrickson) Motion to approve Agenda as amended. Motion passed.**

**MSC: (Hooper/Delunas) to move Mission Statement from Action Item to Discussion Item on the agenda. 10 for, 2 against, 1 abstention; Sabrina Lawrence**

Discussion:

Dequin said she would like to withdraw item A) Approval of Minutes: Feb. 19th, 2019 from the Consent Agenda. The draft was not available in time to distribute to the Senate. She will post online and set for approval on the next agenda.

Jessica Hooper asked that Item C) Gavilan Mission Statement be moved from Action Item to Discussion Item. There was discussion as to whether there had been sufficient review of the Mission Statement to bring it forward as an action Item. The Senate agreed to move the item forward to discussion.

**Consent Agenda**:

1. Faculty Professional Learning Meeting Minutes
2. Curriculum Meeting Minutes

**MSC: (Lawrence/Delunas) to approve the Consent Agenda. Motion Passed.**

**Workgroup breakouts with Breakout Sessions**

**Integrated Planning/Hiring Equity and Grants**

Andrew Delunas, Mary Ann Sanidad, Carla Velarde-Barrios

Integrated planning what happened at meeting and training,

The first Integrated Planning meeting for the semester was on February 21, 2019. The group started by looking at the draft of the Strategic Plan and Visions for Success goals. The committee is evaluating the plans, activities and budgets of Title 3, Title 5, Guided Pathways, BSOT Grant, SSSP, Equity, Basic Skills Initiative, AEP, Strong Workforce.

The goal is to form a rubric for implementing and rating strategies that identifies: What the groups are doing; where there might be overlaps; what is necessary. Eventually the committee will be looking at personnel, ongoing committed funds and options for untapped funding.

Under the Vision for Success the committee is evaluating the needs and data associated with all student demographics.

**Student Learning Outcomes and institutional research/data**

Jane Maringer, Nick Park, Sabrina Lawrence

Jennifer Grohol was asked to attend representing Student Learning Outcomes (SLO). Lawrence announced that there is a class on Canvas on I-Learn. The program clarifies what classes have and have not been assessed. There is also a module for every department. Lawrence said there are several departments who have not assessed any classes. The committee believes the process needs to be able to tie into all the learning outcomes programs.

The committee would like to add to the agenda a discussion on formation of a task force at the next regular meeting. The suggested goals of the task force include: Contacting faculty who haven’t completed their SLO and offer assistance; the process of compensation; reporting of SLO and training.

**State mandates and legislation Including, AB705, Guided Pathways and OEI**

Jessica Hooper, Sejal Dharia, Blanca Arteaga

The group is working on drafting a resolution that would serve as a grounding format for the Senate around Guided Pathways. The resolution will work on examining best practices and the language surrounding those best practices on campus. The group hopes to bring the resolution to the Senate as a discussion item at its next meeting. Dequin said the Statewide Academic Senate has adopted resolutions and that they might use those as a resource.

**Bond/Facilities/Health and Safety**

John Lango, Ozzy Zamora, Linda Stubblefield

Zamora said the committee discussed an e-mail sent by Wade Ellis on Building Captains. Managers would identify individuals to serve as Building Captains. Training would be provided. Captains would be the point of contact during an emergency and assigned to give orientations for new employees.

The group identified some campus safety issues. One issue was evacuations areas and the length of time since the last evaluation survey was performed.

**Distance Education/Technology and learning resources**

Pat Hendrickson, Alex Stoykov, Brian Franco

Hendrickson said she discovered that the in-house Technology Website was outdated. However, when she used Google to research it, a current Website uploaded. She sent a request to Information Technology to address the issue.

Distance Education will be reviewing the 2012 Best Practices rubric at its meeting on Thursday, March 8, 2019. Title 5 wording changes will also be evaluated. A recommendation will be brought to the Senate after the committee has finished evaluating the programs.

The committee is asking the Senators to encourage their Departments to research free Open Educational Resources (OER) for students. OER is required by SB1359. Banner needs to be searchable by students looking for courses and identify what course sections offer free OER. Identified courses should be brought to department heads.

OEI and CBC have a grant that can be used to fund free OER. The deadline for the grant is March 15, 2019. Interest in applying for the grant should be addressed with Sabrina Lawrence.

**INFORMATION**

**Discussion**

1. Graduation: Blanca Arteaga

The Graduation Ceremony has been moved to 3 p.m. at the soccer fields. There should not be conflicts between classes as the last final is at 12:30 p.m. Graduates are required to register to participate. This allows for better event planning. It was suggested that it would be beneficial for planning if faculty were also required to register.

Potential graduates have to complete a graduation petition with a counselor.

To alleviate parking issues participating students will be given two permits for guests. Several lots will be designated for graduates and faculty, others for guests.

Ryan Shook with ASGC will be organizing a rehearsal. A professional photographer will be available at the rehearsal. The ASGC will also hold its annual graduate reception at the Gymnasium.

Deadline is April 4, 2019 to order caps and gowns.

The next graduation committee meeting is March 22, 2019 at 1p.m. Arteaga will bring forth concerns regarding last minute graduates who want to participate.

1. National Science Foundation S-STEM Grant: Edwardo Cervantes

Cervantes said this Level 1 grant is for scholarships for financially-challenged students. The grant is for $650,000 over five years. Gavilan has never had a NSF grant and it will open doors for future opportunities. There are two additional grant levels for this area that will provide even greater funds over the long-term if Level 1 is approved. Funding for Level 2 is almost double over Level 1.

The funds will be broken down as: At least 60% if not more will be in scholarships for approximately 65 STEM students; 5% for research. Funds can also be used to further the Mesa and STEM mentorship programs.

As an example: In the Gateway calculus courses for STEM majors showed that low-income student success rates are 3-9% lower than other students.

1. Strategic Plan Goals (Cherise Mantia)

The Strategic Planning Committee must have the final plan submitted to The Chancellor’s Office by May 31, 2019. The group has developed four strategic goals to align with Chancelor’s Vision for Success goals. Mantia said they are approaching the larger constituent groups to get more input on the goals, in particular strategies to achieve the goals. The goals are identified as: 1.) Increase Achievement; 2.) Improve Efficiency; 3.) Improve Employment; 4.) Improve Equity. These goals have been ratified by the Board of Trustees. The committee was asked to take a few minutes and jot down ideas to attain the strategic goals at Gavilan. Mantia would then take these ideas back to the Strategic Planning Committee.

After the breakout session, Mantia asked the senators to go back to their constituency groups for their input by the next Academic Senate meeting on March 19. In the meantime, The Strategic Planning Committee will be bringing the plan before the President’s Council and the Board of Trustees.

Dr. Kathleen Rose added that this is the first time in the history of the college that the Board is selecting their goals, as well as, the strategic goals as the whole district’s goals. The college must submit its plan for how it is aligning the Vision for Success by May 31, 2019.

Denee Pescarmona said the plan is a living document and will be revisited every year. The goals have to be measurable in a numerical way. These are numeric goals Gavilan is setting for itself. The data needs to be in actual students not percentages.

D)Senate Structure and release time

Dequin said she wants to recommend to GCFA would like to increase the release time for senate officers and for the Curriculum Committee Chair. As a method of transparency, Dequin said she brought it to the senate. It is not an action item.

1. Gavilan College Mission Statement (Move to discussion)

Jennifer Hooper thanked the Senate for moving this item to discussion. She said she felt that there had not been discussion in her department about the Mission Statement. She said, she and her colleagues were not aware of the Mission Statement formation. After doing research, Hooper said she discovered a trend in mission statements where they say what they are already doing, not a goal or seeking to do something.

She added feedback on the term “empower” was that it is dated and considered deficit model in academic schools.

**Action:**

1. Program Integrated Planning and Review

**MSC: (Sanidad/Arteaga) to approve. Motion passed. 2 abstintions; Jessica Hooper, Andrew Delunas.**

B) AP7270 Student Workers HR

**MSC: Arteaga/Delunas) to approve. Motion passed.**

Discussion: Hooper said she was asked to relay the questions; Can a student attending another college for the 6 units still qualify for a Student Worker position at Gavilan? How is the tutor wage determined?

Pescarmona said the idea is that they are our students predominantly, therefore our employees. She said she will ask Human relations to specificy 6 units at Gavilan.

**Reports:**

1. Standing Reports
2. ASGC

Blanca Arteaga announced that student participation in a series of events last week was strong. ASGC elections will be held in April. One ASGC student had to resign due to medical issues, Arteaga ask the group to continue its efforts to encourage students to join student government.

1. College President

Dr. Rose: announced the Bond X is forming its citizen’s oversight committee and is in need of a student representative. She asked they send student suggestions to her.

1. Senate VP of Academic Affairs

No report

1. Senate VP of Student Services

No report

1. Senators

Arteaga sent a report through email.

Dharia announced that approximately 300 middle school students attended Science Alive. It provided 18 interactive workshops.

Hooper announced the English department purchased a series of books used by Kimberley Smith during her sabbatical. They are available behind the reserve desk for next 3 weeks.

There were 10 posters found around campus from a white supremist group. Security, and administration was alerted and all posters removed.

Deluna attended the 3rd Annual Part-time Leadership Conference in Newport Beach where he led three breakout sessions and participated in a panel discussion. Dequin added there are scholarships available to attend conferences.

Maringer announced a Guided Pathways liaison Webinar tomorrow, March 6, from 12-1.

Lawrence said some of the Title 5 regulations for Distance Education have been revised. She said there are 4 to 5 areas of concern will need to be addressed in the near future.

1. Senate President Pescarmona, Sanidad and Dequin are working on revising the Administrative Procedures and Board Policies Chapter 4. Dequin attended the integrated planning conference, looked at a lot of different things separately, such as Guided Pathways, but they are really integrated as a whole.
2. GCFA President

GCFA has started negotiations. They also named a new negotiations team member.

1. Academic Senate Standing Committees

No reports

**Closing Items:**

1. Open Forum

Forms to be placed on the agenda can be found on the AS website.

Pescarmona reminded the group that the Accreditation Team will be on campus next week. She asked them to consider the “why” of why we are here. The Mission Statement and Principles of Community are first and for most of Standard 1.

She added she has pride in the work we do.

The team will hold three forums: 4 p.m. Monday; Tuesday 11 a.m.; Closing forum is 1 pm.at the theatre. She encouraged all to attend.

Items for next agenda:

**Adjournment: Sabrina Lawrence made a motion to adjourn at 4:29**

**Next meeting: March 19, 2019**