



Gavilan College Academic Senate
Tuesday, April 17th, 2018 from 2:30 – 4:00 p.m.
LOCATION: N/S Lounge

Meeting Minutes
April 17, 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, L. Scott (minutes recorder)

NOT PRESENT

Brianna Everett, John Lango, Ozzy Zamora

GUESTS

Dr. Cervantes, Alice Dufresne-Reyes, Jenny Grohol, Fran Lozano, K. Moberg, Dr. Rose, Karen Warren, Dr. Wruck, Jillian Wilson

I Opening Items:

A) Call to order @ 2:30 by Nikki Dequin

B) Welcome and Roll Call

C) Approval of Minutes: March 20, 2018

MSC (Andrew Delunas/Carla Velarde-Barros). Motion passed. Minutes were approved as corrected.

D) Approval of Agenda

MSC (Andrew Delunas/Pat Henrickson). Motion passed. All in favor.

II Public Commentary:

Nikki Dequin congratulated and thanked the Faculty of the Year nominees including: Arturo Rosette, Kevin Kramer, Jenny Grohol and Alice Dufresne-Reyes. She also distributed certificates recognizing their accomplishments. Alice will be retiring from her role as College Health Nurse/Student Health Coordinator on May 25. Please join in her retirement celebration on May 3 in the North Lounge from 11:30 -1:30pm.

Jenny Grohol discussed the challenges of obtaining SLOs and PLOs and asked for input/suggestions. Brown bag workshops and advertising were suggested. Please discuss with your department and email suggestions to her.

III Reports:

A) Standing Reports:

1) ASGC

Blanca Arteaga reported on recent and upcoming ASGC events. ASGC candidate applications have closed. Please encourage students to submit applications because they may still be nominated once the semester begins. ASGC elections will be held the last week of April. Friday, April 20 is the Leadership Jam from 2-4pm and Dr. Rose will be speaking.

2) College President

Work on the fields is underway and should be complete by graduation. Commencement ceremonies will be held on the soccer field on May 25 at 6pm. Jenny Dearborn, Senior Vice President at SAP will be the keynote speaker. An honorary degree recipient will be announced next month. Dr. Rose congratulated the women's softball team and thanked Kevin Kramer for his work and dedication.

The chancellor's office confirmed that they received Gavilan's Guided Pathways work plan. Gavilan was congratulated for embracing the new organizational paradigms that put students' needs at the center. Gavilan will receive its designated portion in April, 2018. Dr. Rose sits on the Latino Advisory Committee and members are interested in taking Guided Pathways out into the community. Guided Pathways will be a part of the 5 year and beyond fabric of the college. It will also be a part of the Institutional Self-Evaluation Report (ISER) and the Quality Focus Essay (QFE) as Gavilan prepares for a full comprehensive visit in spring 2019. Dr. Rose thanked the Academic Senate for their work on Guided Pathways.

3) Vice President of Academic Affairs

No report. Vacant position at this time.

4) Vice President of Student Services

Kathleen Moberg thanked Alice Dufresne-Reyes for her work and encouraged people to attend her retirement celebration. Super Saturday is from 9-1pm on Cinco De Mayo. This event will welcome high school seniors and their families and provide enrollment opportunities for Gavilan College. Graduation work is under way. Please thank all your student services professionals.

5) Senators

Jane Maringer reported that the Webheads Committee and the Universal Access Task Force created a draft for the web accessibility complaint process. Disabled students will be able to click on the link and fill out a complaint form if needed. It has been sent out to the District Tech Committee. She would like to bring it back for discussion as an informational item at the next Academic Senate meeting.

Sejal Dharia provided an update on the math department. They have been working on two major areas. The first is preparation on AB705 by redefining the assessment tool. Jen Nari has been working hard on that with the counseling department. Secondly, they are defining co-requisite classes. A lot of which has been going through the Curriculum Committee. The new self-assessment tool will phase out the current assessment test by spring 2019. They still have to meet with a counselor to verify GPA and students will have to be placed in remedials by a counselor.

Carla Velarde-Barros discussed upcoming events related to mental health awareness. May is mental health month. April 25 is Denim Day and activities are from 12-2pm on the walking path. The goal is to help create awareness on sexual assault. Also on April 25 is a showing of The Hunting Ground at the Granada Theatre in Hollister from 5:30-7pm. On Thursday May 3, short movies will be shown around mental health diagnoses and discussions will follow. A panel of volunteers from the National Alliance for Mental Illness (NAMI) will also be there.

6) Senate President

Nikki Dequin congratulated Carla Velarde-Barros on receiving tenure. Three other faculty members were also awarded tenure. Arturo Rosette is stepping down as Vice President of Academic Affairs for the Academic Senate. Nikki will be taking letters of interest from anyone who is interested in this position. Nikki will check the by-laws to see if a part-time faculty member can serve in this position. Ali Arid has stepped down as part-time representative for Academic Senate. This position will also need to be filled.

Nikki just got back from the Academic Senate for California Community Colleges (ASCCC) 2018 Spring Plenary Session. She will summarize her notes and the completed packet of resolutions that were adopted and send them to senators. There was a lot of discussion about AB705 and guided pathways. The consensus was that counselors need to be involved and educated on how this will get rolled out.

7) Senate Vice President of Academic Affairs

Arturo Rosette stated that he is working on wrapping up the shared governance plan. He is working with Dr. Wruck on the enrollment management plan. He should have the draft plan for review and discussion at the next Academic Senate meeting.

8) Senate Vice President of Student Services

Blanca Arteaga stated that the faculty handbook website is now live. It can be accessed through the heading "handbook" under the faculty and staff tab on the Gavilan site. An email was sent to all faculty requesting feedback by April 20. Changes continue to be made. Please review the handbook and discuss with your department. Firefox is the only internet browser that has a problem with the link.

Blanca Arteaga provided an update on several upcoming events and passed out a packet of information. Pablo Campos from Active Minds (a non-profit) will be speaking on Tuesday, April 24. Thursday, April 26 is College Signing Day from 11-2pm at the Student Center. Friday 27 is the deadline for students to drop a course. Please have them see the counseling department if they are concerned about passing a class.

A copy of the letter sent to all student graduates was included in the packet. Blanca will send the letter to all faculty in case they get questions from students. If you need a cap and gown for graduation, please contact Laura Jimenez for measurements if you have not participated before. Also included in the packet is information related to AB80, a bill that provides homeless students with priority registration. Students can contact Denise Apuzzo, a liaison on campus.

ASGC will provide a graduation reception prior to the graduation ceremony. It was a success last year. There will be a photo booth, food and a DJ.

9) GCFA President

Ken Wagman informed the committee that GCFA grants a scholarship every year. Faculty will receive an email asking for recommendations on exceptional students. He encouraged faculty to attend graduation if possible.

GCFA made a formal recommendation to the Academic Senate that staff and administration create a committee to look at implementing new procedures to ensure success of first census reports. Participating in census reports is in the contract in Article 22. He recommended that Nikki appoint one or two part-time faculty members to work on this. This item will be brought up for discussion at a future meeting.

B) Academic Senate Standing Committees

No report.

IV Information:

A) Funding Formula

Nikki Dequin stated that a lot of discussion around the funding formula took place at the plenary session. A letter from Dr. Rose and the central coast community collaborative was sent to Senator Monning, and all the legislatures who serve our district, about the proposal. Nikki just received another recommendation from the CEO Funding Formula Workgroup. The general feedback is that performance based outcomes do not work. Modifications need to be made and different workgroups have proposed different models.

Dr. Rose also commented on the funding formula. The CEO Funding Formula Workgroup packet is a combined effort with the CEO and CEO workgroup. Other groups like CIOs and Student Services also need to be part of the conversation.

There are a lot of gaps and questions on how the funding formula will impact students and funding. More studies and opportunities for discussion are needed. More base funding, full-time faculty, and resources are needed. There is more opportunity for growth in San Benito County versus Santa Clara County. A full-time faculty position that was previously frozen is going to be opened up. This will be from funding for next year. Things are constantly changing in this area and information will be provided as administration learns more. A budget meeting is being held tonight, April 17 at 5:30 in the Student Center, North Lounge. Her door is open if anyone wants to talk about it individually.

There was a question about whether the funding formula intersected with the 50% law. There has been some discussion with the CIOs and the library group that the 50% law is back in play. This was also being discussed at the CIO conference and they believe it needs to be part of the conversation.

Nikki Dequin will send out her summarized notes from the funding formula discussions at the plenary session. She will also post her packet so everyone can review it.

V Discussion:

A) Guided Pathways / Curriculum

Karen Warren provided an update on the Guided Pathways Task Force formed by the Academic Senate. The task force has met frequently and a work plan has been submitted with 14 different elements. This is part of a 5 year unfolding of what Guided Pathways could be for Gavilan. Gavilan will have some annual state funding to work with. The task force has its own website where you can find the information on the sheet she passed out which include the Guided Pathways building blocks. You can locate the online site in a variety of ways including through the Gavilan homepage under the faculty and staff tab.

The task force will continue to have meetings to develop a proposal on how the college will move forward with the plan. Things like mapping, developing meta-majors, and more career exploration will be built into the Guided Pathways planning. It was suggested to place this committee jointly under the Academic Senate and the President's Council. The next Guided Pathways meeting is Thursday, April 19 at 11:30am in MP room 114. Any feedback is welcome. The goal is to bring forth a plan that the Academic Senate can vote on.

There was a discussion about the Guided Pathways Task Force and how it intersects with the shared governance plan. This team will need to be reviewed and evaluated to see if it should be a sanctioned shared governance committee or sub-committee of an existing shared governance committee based on the criteria set forth in the new Shared Governance Plan. The Integrated Planning Group may become the sanctioned shared governance committee for the Guided Pathways Committee (and/or others like Equity, Basic Skills, SSSP), however, Integrated Planning Group has not created any by-laws at this point. The newly created Governance Review Council in the Shared Governance Plan will be looking at all committees and determine where they fall in the organizational structure of shared governance. The President's Council will have to give the final approval for officially creating or dissolving shared governance committees.

Guided Pathways will affect curriculum a lot and it will impact meta-majors, approvals, updating curriculum as well as degrees and programs. Concern for resources surrounding curriculum and the Curriculum Committee were discussed. Guided Pathways requires a lot of work in this area and there needs to be adequate resources to ensure success.

The Curriculum Committee will need to evolve as guided pathways work continues. The role of the committee and committee chair will be expanding. Their work will intersect with the Institutional Effectiveness Committee (IEC). Program review needs to happen for instructional soundness and efficiency and is not currently set on a cycle. Part of the Academic Senate's role is establish a vision for the college and help implement this vision.

- B) Senate Resolution in support of Student Learning & Professional Development
Blanca Arteaga reported on the ASGC Resolution. Blanca developed this support resolution and received feedback. The ASGC's resolution is for faculty to be more supportive of students who have to miss class due to important activities. It was recommended that this be brought back as an action item.

AP's & BP's 7160-7260

The language "intent to maximize professional development activities..." in BP 7160 was discussed. This statement covers items that are within the resources available. These AP's & BP's will be an action item on the next Academic Senate meeting.

Gavilan now has a policy sub-committee attached to the President's Council. They will be identifying gaps within policies. This committee will be gearing up in fall. Right now language and terms needs to get updated and corrected for accreditation. This sub-committee is interested in helping to facilitate an institutional dialogue about the meaning of terms that are used. It was recommended that, in the fall, the sub-committee include the two Vice Presidents in the Academic Senate.

VI Action:

- A) Shared Governance Handbook – Arturo Rosette

MSC (Andrew Delunas/Jane Maringer). Motion passed with corrections. All in favor.

A little bit of the language was changed due to faculty feedback. On page 15, "As a matter of professional respect, and as outlined in AB 1725" will be changed to "As outlined in AB1725, and as a matter of professional respect." Also, "classified staff" was replaced with "classified professionals."

This is still a working document and it is one of two projects for QFE for accreditation. This will be under review and there is a 5 year plan for this.

- B) Principles of Community – Eddie Cervantes

MSC (Andrew Delunas/Carla Velarde-Barros). Motion passed. All in favor.

Motion to approve BP3050 and AP3050.

- C) Facilities Master Plan

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

Motion to approve facilities master plan.

- D) ASGC Resolution-Supporting Student Learning and Professional Development

MSC (Andrew Delunas/Blanca Arteaga). Motion passed. All in favor.

Motion to adopt ASGC Resolution

ASGC will determine how they relay their senate endorsed resolution to faculty. The Academic Senate's resolution will be voted on at next meeting. Nikki Dequin will then send it out to faculty and the board.

VII Closing Items:

- A) Open Forum: (time permitting)

No discussion.

- B) Items for next agenda

VIII Adjournment:

A motion to adjourn was made by Arturo Rosette at 3:58. Next Meeting: May 1, 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.*