



**Gavilan College Academic Senate**  
**Tuesday, May 3rd, 2016 from 2:30 – 4:00 p.m.**  
**Mayock House**

**MINUTES**

**ATTENDANCE**

A. Rosette, G. Cribb, B. Arteaga, J. Maringer-Cantu, N. Dequin, D. Perez, J. Hooper, B. Lawn, D. Achterman, A. Arid, R. Lee, S. Dharia, L. Tenney, J. Grohol

**GUESTS**

D. DiDenti, R. Brown, K. Moberg, W. Ellis, D. Apuzzo, D. Seelie, and E. Talavera (minute recorder)

**I Opening Items: (5)**

A) Call to order

B) Welcome and Roll Call

C) Approval of Minutes: April 19, 2016

*A motion was made to approve the minutes.*

**MSC (B. Arteaga/G. Cribb). Vote: unanimous. Approved as presented.**

D) Approval of Agenda

*A motion was made to approve the agenda.*

**MSC (B. Arteaga/G. Cribb). Vote: unanimous. 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.*

**III Reports: (10)**

A) Standing Reports:

**1) ASGC**

D. DiDenti reported that the ASGC attended the SCCC Spring 2016 General Assembly. The big news is that a new constitution was adopted to create an independent organization separate from the chancellor's office. The Cinco de Mayo event will be held in the Student Center on May 5, 2016 and online elections are May 11-18, 2016. Five of the current ASGC members will be graduating this spring semester. The Food Pantry opened on campus and flyers were passed out. The Veterans Club raised \$4,700 for Walk-A-Mile-In-Her-Shoes. On May 4, 2016 at 11 am at the Gazebo there will be a discussion over the hiring of a sheriff on campus.

**2) College President**

Not present.

**3) Vice President of Instruction**

K. Rose thanked J. Maringer-Cantu for conducting a great department chair meeting. The main focus was student, program and institutional learning outcomes. She encouraged J. Maringer-Cantu to share information from the ACCJC conference. One goal is to have a workshop on institutional learning outcomes at the spring 2017 Professional Development Day.

**4) Vice President of Student Services**

K. Moberg reported on Preview Day that occurred on April 28, 2016. Ryan Shook facilitated with a terrific student panel. This was the first time hosting this event and there are plans to host this event next year.

**5) Senators** (please include any input regarding ongoing AS discussions)

Library: D. Achterman updated the senators on the library elevator malfunctioning which caused smoke to enter into the library. There are also subscription services that the library offers which includes over 160,000 eBooks available to the campus. The usages have increased over the previous years. He urged senators to spread the word and check out the resources.

**6) Senate President**

A. Rosette reported that the President Hiring Committee will be hosting public forums and questions are needed from faculty. Also, the resolutions approved at the State Senate were highlighted. One of them was diversification of faculty to enhance student success. These resolutions will be posted on the Academic Senate website.

A. Rosette thanked the Equity Committee for sponsoring five Senate spots to the upcoming leadership conference on June 9-11, 2016. He urged the senators to attend and those interested need to reply by the end of the week. A. Rosette is also reviewing the different campus committees and which faculty members are serving on those campus committees. More information will be sent out via email. He also announced that the May 17, 2016 agenda is filling up with committee updates.

B) Academic Senate Standing Committees  
None.

**IV Information:**

None.

**V Discussion:**

A) **Online Education Initiative and Canvass** (Sabrina Lawrence Doug Achterman) (10):

*1) Update on Canvass*

Canvass will cost the campus no monies for the first few years since the  
The online Initiative members were on campus Friday, April 29, 2016 to provide online training. Part of the training that is encouraged is how to expand the resources. A. Rosette asked the Technology Committee to review the information and it seems to be in line with the committee's view.

*2) Resolution for Canvass Adoption*

Some feedback is needed on the resolution and the process.

A. Rosette suggested rewording of the cost-saving amount to make it more concrete. The main thing to look at is feedback on the move from Moodle to Canvass. The senate is looking to adopt this at the May 17, 2016 meeting to meet the required timeline. The training will start in the fall 2016 semester with a possible soft launch during the spring 2017. There are 76 colleges on board with others making decisions on whether to use Canvas or not.

J. Maringer-Cantu asked if the OEI is offering training and if the campus can take those training while waiting for implementation. D. Achterman replied that the cost savings could be used to pay for those trainings.

**VI Action:**

**A) Modification to BP/AP 3280—Grants Process (10)**

- Senate will consider approval of proposal to modify BP/AP 3280. The changes that were made are under the evaluation portion. K. Rose clarified that once it is approved through senate a draft will be taken through shared governance.  
*A motion was made to approve the proposal to modify BP/AP 3280.*  
**MSC (B. Arteaga/G. Cribb). Vote: unanimous. The motion was approved.**

**B) BP/AP 3500-3540 (5)**

- The senate will review and consider for approval the recommended updates to BP/AP 3500-3540  
*A motion was made to table this item until the next meeting once information is brought from the May 10, 2016 board meeting.*  
**MSC (G. Cribb/B. Arteaga). Vote: unanimous. The motion was approved.**

**C) Business Services Reorganization (BSR) Proposal Resolution (20)**

- Senate will discuss and modify as-needed the BSR resolution and consider for adoption.  
A. Rosette discussed the proposed resolution. B. Lawn asked whether the senate thought that it made sense to discuss these proposals as separate ideas. A. Rosette responded that at the board meeting they were presented as separate items. These are interrelated since once is dependent on the other.  
*A motion was made to consider this item.*  
**MSC (B. Arteaga/J. Maringer-Cantu). Vote: unanimous.**  
*A motion was made to approve the proposal resolution as is.*  
**MSC (G. Cribb/B. Arteaga). Vote: unanimous. The motion is approved.**

**D) Deputy Sheriff Proposal Resolution (20)**

- Senate will discuss and modify as-needed the Deputy Sheriff resolution and consider for adoption.  
*A motion was made to consider this item.*  
**MSC (B. Arteaga/J. Hooper). Vote: unanimous.**  
A. Rosette updated the senate on the proposal and the proposed changes. B. Lawn asked for a point of clarification since this resolution does not include the creation of a task force. A. Rosette asked if a resolve should be added to include the formation of a security and emergency response task force that was included in the previous proposal. A. Rosette clarified that this is not opposition to the sheriff deputy but instead what the effect that this will have on the campus' current security and the process that these changes were made. L. Tenney added that there was no careful consideration for the staff and students on campus. It all occurred without appropriate campus engagement. A. Rosette added that the timeline would be to have a recommendation by December 15, 2016 through the proposed Security and Emergency Response task force. A. Arid asked that the last resolve for the previous proposal be added as well.

*A motion was made to approve the Deputy Sheriff Resolution proposal as presented with the addition of the following two resolved clauses:*

**Resolved**, the Academic Senate asks that the Security and Emergency Response task force be given until December 15<sup>th</sup>, 2016 to report back to the Board of Trustees with its recommendations;

**Resolved**, the Academic Senate urges the college administration to continue refining the manner in which it participates in shared governance by ensuring that proposals include adequate data and information, are afforded ample time for thorough discussion and consideration by all shared governance constituencies, and integrate the input and recommendations that result from the shared governance process into their final proposals.

**MSC (B. Lawn/G. Cribb). Vote: unanimous. Motion was accepted as stated.**

A. Rosette asked the senate how they would like these presented at the May 10, 2016 Board of Trustee meeting.

A. Rosette updated the senators that seven members at President's Council disagreed with the proposals. S. Kinsella informed them that it will go forward anyways. He does need a dissenting letter from each group for their reasoning. A. Rosette's thoughts were that they could be added to the Board Agenda and it would be appreciated if the V.P. of Academic Senate and one other senator would read the resolutions. A. Arid asked why this was occurring since it was a majority vote against the proposals. Instead, it should be S. Kinsella that should give reasoning to why he is going forward. B. Lawn agrees with this point of view. R. Lee asked if the entire resolution should be read or a distinct abstract. B. Arteaga believes that since the community may not read the resolution, the entire resolution should be read. D. DiDenti agrees that the entire resolution should be read. J. Maringer-Cantu recommended that senate follow the actions of the other constituencies. The Senate agreed to have B. Arteaga and R. Lee to read the resolutions. A. Rosette asked for the senators to attend the Board meeting and meet ahead of time to distribute the resolutions.

## **VI Closing Items:**

### **1) Open Forum: (time permitting)**

S. Carr updated the senate on the hospitality and tourism program. There is community interest in these programs. As a result, there will be a Hospitality and Tourism summit on September 21, 2016 at Gavilan College. Currently, there are three courses for credit going through the Curriculum Committee. R. Brown added that these courses are part of the Adult Education initiative. A career-ladders approach will be modeled so that certificates align with the steps in a career. The campus has a contract with an outside firm to start labor market research in the area. Once the full report is ready it will be shared with the senate. A. Rosette asked if this has been discussed with the Curriculum Committee, in terms of creating a new program as well as the effect on financial aid. K. Rose added that the new Program and Course Approval Handbook (PCAH) will be out by May and have this information within it.

B. Lawn reminded the senate that the purpose of Presidents Council is to serve as the college's central place for shared governance. Sitting at President's Council is tough and it is important to indicate to the new president that there should be value in the

presence of the constituencies who attend. J. Grohol suggested that these concerns can be brought up at the President Search forums since you can't fault a new president with past practices. This is an opportunity to make it a positive experience. A. Rosette updated the senate that conversations have been held on what the President's view is of the purview of the Academic Senate.

- 2) Items for next agenda by 2:00 p.m. on May 10th, 2016
- 3) Next meeting: Tuesday, May 17th, 2016 from 2:30-4:00p.m.

**VII Adjournment by consensus at 4:01 pm.  
MSC (N. Dequin/A. Rosette).**

Approved