

**GAVILAN ACADEMIC SENATE MINUTES
TUESDAY, SEPTEMBER 21, 2004**

I. OPENING ITEMS

1. Call to order at 2:45. Refreshments. Announcement of new stove and fridge in Mayock House.
2. Welcome, Roll Call and Introduction: PRESENT: JoAnn Albers (Part-time Faculty), Marlene Bumgarner (Vocational), Kathy Campbell (ESL), Erin Crook (English), Elena Dachkova (Natural Sciences), Mark Friedman (DSP&S) Tim Kenworthy (PE/Athletics), Larry Moeller (Library), r2row (Fine Arts), Ken Wagman (At-Large, Full-Time Faculty), Jason Wolowitz (Business), Michelle Vuchetich (ASB), and Jesse Sandow (ASB alternate), Sherrean Carr (Ex-Officio).
Members Absent: Celia Marquez (Student Services)
Positions Currently Vacant: Nursing and Social Sciences.
Guests: David DiDenti,(ASB), Marla Dresch, Steve Kinsella, Fran Lozano, Joy Parker, and MR^2.
3. Agenda Adjustments – Shairon Williams from Human Resources will visit and talk about benefits.
4. Approval of September 7, 2004 minutes with the following clarifications:
The editor's note was made after the Sept. 7th meeting had concluded.
The ASB website is "non-existent", not "down".
5. Announcement of new 2005 Senate Officers – (President – Jason Wolowitz, Vice President – Larry Moeller, Secretary – Marla Dresch)

II. INFORMATION ITEMS – none

III. DISCUSSION ITEMS

6. HSFG Committee Update – The College has settled on two architectural firms, BFGC Architecture and Sugimura and Associates Architecture, and one construction firm, Kitchell CEM. J. Keeler and S. Kinsella will meet with the firms to produce a timeline. Each building on campus will be represented by a committee that will give input on what they'd like done.

There is \$26 million left to work with. We're closely looking at acquiring land in Coyote Valley. Citizens' Oversight Committee met and is keeping a close eye on what's going on. Labs will be getting airconditioning.

-On another subject, HSFG is evaluating Gavilan's sign posting policy.

7. Sixteen Week Calendar – President's Council will meet tomorrow and form a "16 Week Calendar Committee". There will be two reps from each of the following five groups: students, administration, confidential managers, support staff and faculty. K. Wagman is applying to be chair of the committee. (K. Wagman) Report must be submitted by January 16, 2005, so it would be advantageous if the Faculty could make a decision by November.

What is the purpose of the committee? To investigate the pros and cons and feasibility of a sixteen week calendar or simply to push the idea forward?

(K. Wagman) We'd like to have an open forum, to gather information, examine possible schedules, evaluate the calendar, etc. The final decision will go to the President's Council and then to The Board.

(M. Friedman) Sixteen Week Block Calendar will impact remedial classes. We'll need to fine tune the labs. DSPS, ESL, EOPS and others may need modified labs to bridge the gaps left when following a 16 week calendar.

There can still be a variety of classes, including three and four day per week classes. (Russell Lee in Natural Sciences has come up with a creative schedule for his department.)

Please contact K. Wagman if you are interested in serving on the committee.

8. The State Academic Senate Conference will be held October 28 – 30, 2004 in Newport Beach. The conference registration is \$295. Faculty can receive \$250. Senate also has a budget for some travel and conferences.

See K. Wagman for information regarding a variety of annual awards such as: Diversity Award, Excellence in Education Award, Exemplary Program Award, \$500 Scholarship, etc.

A review of The Disciplines List must be completed by October 29, 2004.

Minimum qualifications, equivalency procedures, new kinds of degrees, terminology, etc. need to be updated. Final approval will be in April.

One specific question at this time is “Where is Digital Media?”

Get proper forms from K. Wagman and submit by October 29.

9. Enrollment Trends – “Student Profile of Opening Enrollment – Fall 2001 – Fall 2004” was distributed. If you are interested in further information not contained in this handout (ie. Distance Ed numbers, day and evening students, zipcodes, etc.) please contact Joy Parker or Terrence Willett.

(L. Moeller) Joanne Howell notes that a high drop out rate in online classes may be due to lack of technology skills. Idea of creating a technology skills class as a prerequisite for online classes is being tossed around.

10. Shairon Williams – Benefits Update – Everyone will be receiving information regarding upcoming mandatory Health Benefits Workshops (CALPERS 457 and Section 125). Please check out the schedule. If you can’t meet individually with the representatives, you can also meet with Shairon to sign up (although she will not be able to advise).

CALPERS Firstcare premiums have gone up.

457 begins in January. Put in 2% for six months. Then change to 1% for the rest of the year. There is no front loaded hidden fee for 457. The District pays, not the faculty member. The instant you put your money in, you get 100% return on your money. Check it out. District matches up to 1%.

Combo of 457 and 503B is maxed at 15K. Use 403B to rollover STRS credit. Check it out.

IV. ACTIONS ITEMS – none

V. REPORTS

11. ASB – (Michelle Vuchetich)

ASB is working on brochures. There will be a raffle to promote card sales (\$150 book voucher).

Faculty are also encouraged to get an ID card. They are busy registering students to vote.

Halloween celebration will be October 29. El Grito was a success. Canned food drive will be 10/11-11/3.

Dia de Los Muertos is being planned. Health Faire will be October 6th from 9-1.

12. College President – (S. Kinsella)

Consultant from Spencer Hopkins Group looking at location for Coyote Valley Campus on Daly Rd.

Talking to property owners. Not sure what it will look like when all is said and done. We have \$40 million and can’t do much more than buy land with that. This is important for us to capture more students.

We’re drafting a proposal to split Community Ed activities from the Associate Dean in a way that Community Ed will see improvements and FTES will increase.

F. Lozano is working on College of Choice Task Force. The Coyote plan is more than ten years away, and we need to do something now to pick up growth.

13. College Vice President – (S. Carr)

Terrence Willett led a presentation and brief training on Program Learning Outcomes. Departments have been asked to develop some plans for next month.

Accreditation Committee appointments are needed (28 faculty).

Teaching Academy (handout distributed) –We'd like to schedule a two day workshop for veteran faculty (Friday/Saturday). Could be either Jan 28-29, Feb 11-12, or Apr 22-23. This workshop would address good teaching strategies, technology enhancement in the classroom, student evaluations, the learning process, etc. See K. Wagman if you'd like to read the detailed information.

The Staff Development Committee is looking to go "paperless". Applications for Flex and Co-curricular Activities will be done online and then forwarded to the committee members who will then bring them up on the computer at the committee meeting. There were some questions about whether this would be a violation of a faculty member's privacy, but it was pointed out that the committee meetings have always been open to the public anyway, and that Flex and Co-curricular applications are not part of one's personnel file.

Senate needs to nominate someone to receive The City of Gilroy's 2004 Educator of the Year Award. Please forward your nomination with a brief rationale for your nomination to K. Wagman. (How has the nominee made an impact on students? Outstanding achievements? Etc.)

14. Senate President – (K. Wagman)

The Board of Trustees approved the budget.

The Academic Calendar has been revised - The Friday before Easter is now a holiday.

Next Board meeting will be held in Morgan Hill on October 12th at the MH Unified School District office.

Appointments were made to The Senate Technology Committee: Larry Moeller (chair), Jane Maringer, Bob Beede, Vic Robinson, and Joanne Howell. Spaces are still available.

15. Acknowledgements – Thanks to Jason Wolowitz for accepting the nomination for Senate President

VI. OTHER ITEMS

(M. Friedman) There will be two meetings tomorrow regarding Big Sur - 12:00 in SS 206 and 1:00 in SS 205.

Next Academic Senate meeting will be Tuesday, October 5, 2004 at 2:30.

Adjournment – 3:55 PM.