



Gavilan College Academic Senate
Tuesday, April 18th, 2017 from 2:30 – 4:00 p.m.
LOCATION: ART 103 (across from the Theater Entrance)

MINUTES

ATTENDANCE

A. Rosette, O. Zamora, G. Cribb, J. Lango, L. Stubblefield, J. Hooper, J. Maringer, C. Mantia, P. Henrickson, B. Arteaga, D. Achterman, S. Dharía

NOT PRESENT

E. Venable

GUEST(S)

K. Rose, K. Moberg, M. Bresso, K. Wagman, M. Garcia, F. Lozano

I Opening Items: (5)

- A) Call to order at 2:35 pm
- B) Welcome and Roll Call
- C) Approval of Minutes: March 21st, 2017
MSC (B. Arteaga/J. Lango). Vote: unanimous. Approved as presented.
- D) Approval of Agenda
MSC (J. Lango/J. Maringer). 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.

None.

III Reports: (15)

A) Standing Reports:

- 1) ASGC
None.

- 2) College President

K. Rose reported that the Academic Senate president updated her on the work the senate has been completing. Currently, the campus is in the midst of hosting educational forums at the local high schools. This is a new level of outreach for the college, which has created interesting results. K. Moberg informed K. Rose that the graduation numbers have increased. Next year, there will be discussions held on alternate locations on campus for the graduation ceremony. The Educational Master Plan is also in the final stages. The next step will be how to implement the items in the plan across the campus and how to reset the participatory governance process. She thanked the senate for the work performed this year.

- 3) Vice President of Academic Affairs

M. Bresso updated the senate on several items. She followed up on the administrative reorganization and the position of institutional effectiveness. This will be brought forward for support on data and creating a more effective process for the faculty. This position will also play a role in the accreditation process. This is planned to go to the board in May. The ILO is being retooled. This is a faculty driven process being directed by the department chairs. This is not to rewrite the ILOs but to reframe them so they can be assessed. The dialogue occurs at the department chair level and the next step is to bring it to the Curriculum Committee and then to the Academic Senate.

- 4) Vice President of Student Services

K. Moberg reported on Super Saturday which will be held on May 6, 2017. This event will involve assessment, registration and different programs being represented on that day. The staff is preparing for both Super Saturday and graduation.

- 5) Senators (please include any input regarding ongoing AS discussions)
O. Zamora: updated the senate on the food pantry, which is open to all students. Students self-verify. There are also hygiene packets available by referral.

B. Arteaga: distributed the by-laws for the Equal Opportunity Advisory Committee and a few suggestions were received. A. Rosette asked if there was a clause on the process for changing the by-laws and B. Arteaga will check on that item.

6) Senate President

A. Rosette deferred his updates to allow time for bylaws review.

- B) Academic Senate Standing Committees
None.

IV Information:

A) Faculty of the Year Recognition (John Lango) (10)

B. Arteaga presented the Faculty of the Year award to Mari Garcia for her work on campus and off campus. The Part-Time faculty of the year was received by Meredith Hurley and A. Rosette will present it to her. A. Rosette thanked the committee for their work.

V Discussion:

A) AP/BP 3720: Computer and Network Use (r2row) (10)

The Senate will discuss the proposed changes to BP/AP 3720 in anticipation of 5/2/17 Senate action.

A. Rosette opened up the floor for discussion. K. Rose gave an overview of the AP/BP, which cleans up the language. It is not about data integrity or what is done with data accessed. This is about access to the computer. This is part one of a two-part process. A. Rosette pointed out that under disclosures there is additional language. K. Rose added that there needs to be training on how public information is retrieved and asked for through a public records request. This additional language was recommended by CCLC. M. Bresso added that most public records requests come from journalists but members from the general public have a right to make a request. A. Rosette pointed out that education across the campus needs to be held. The Computer and Network Use Agreement will be sent to all staff once completed to be signed. Questions can be directed to Fred Harris.

B) Senate Constitution Update (Doug, Sejal) (5)

The results for the constitution update faculty vote will be reported.

A. Rosette announced that the constitution has been ratified through faculty vote. He thanked D. Achterman and S. Dharia for their efforts.

C) Senate Bylaws Workgroup: Penultimate Draft (Cherise, Jane, r2row) (30)

The senate will introduce a penultimate Senate bylaw modification draft and seek further recommendations from the senate.

A. Rosette opened up the floor for discussion. He went over the timeline of bylaws approval and leading into senate elections. He also went over the different changes and additions within the bylaws. He pointed out that one area that needs to be discussed are the liaison positions and how to better utilize these positions. Another recommendation is to have a vice-chair within certain committees. One proposal is to have the co-chair of the Department Chairs be the second representative at President's Council. The two vice-president duties are to better help the Academic Senate and the Academic Senate president. This will allow for review of documents on an ongoing basis. K. Rose asked if the senate has sought advice from the Vice-President of Academic Affairs and Vice-President of Student Services to how the faculty can play a bigger role with administration. A. Rosette replied that this has not been brought to the vice-presidents but the bylaws are fluid and can be changed according to the updated senate constitution. D. Achterman added that having two academic senate vice-presidents helps utilize leadership and build leadership skills.

On the area of elections, the positions are a two-year term. The bylaws have been updated to mirror current practices. A question was asked about the rationale behind Article III. 1.10 and why there is a need for a subsequent confirmation vote by the Senate. A. Rosette replied that the idea is to have a leader that the senate would feel comfortable in supporting. The overall senate would be confirming the candidate. D. Achterman replied that the practice should be majority and the vote will continue until a candidate has majority support of the Academic Senate. K. Wagman added that this would leave an Academic Senate without representation at different committees such as the Board of Trustees. This would leave the faculty vulnerable. A. Rosette replied that the faculty needs to understand the consequences of not having representation. The current semester is the grace period for faculty and they need to understand what it means to have no representation. A. Rosette also added that the faculty will have six months to know if there is no representation. One question raised is if the Academic Senate has the authority to create a duty for department chairs. A. Rosette replied that this is a representation of the department and how the department chair should be evaluated. M. Bresso replied that the department chair duties are negotiated and the senate doesn't have grounds to create a department chair duty. A. Rosette will soften the language to include the department chair to try the best of their abilities to have a representative at senate. K. Rose pointed out that the College President, Vice President of Academic Affairs and Vice President of Student Services should be a resource and non-voting member.

A motion was made to extend time by five minutes.

MSC (D. Achterman/G. Cribb). Vote: unanimous. The motion passes.

A. Rosette proposed to the senate that a special meeting be called to finish discussion and adopt the bylaws which will still allow for the seven days needed to present to the faculty.

A motion was made to table this item until a special meeting on Tuesday April 25, 2017 at 2:30 pm. MSC (C. /D. Achterman). Vote: unanimous. The motion passes.

VI Action:

- A) Senate Bylaw Update Approval for faculty presentation (Cherise, Jane, r2row) (5)
- B) Faculty Professional Learning Committee Bylaws Update (r2row) (5)

A motion was made to table this item to May 2, 2017 Academic Senate meeting.

MSC (D. Achterman/B. Arteaga). Vote: unanimous. Motion passes

VII Closing Items:

- A) Open Forum: (time permitting)
None
- B) Items for next agenda
1)

VIII Adjournment by consensus at 4:05 pm.

J. Lango

Next meeting: May 2nd, 2017

Senate Responsibilities: “10 + 1” (+1 in *italics*, in Senate bylaws)

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 faculty senate... such as:*
 - *Appointments, hiring, status, and assignments of teaching and non-teaching faculty.*
 - *Criteria for and the establishment, organization, and continuance of departments.*
 - *Student affairs and activities.*
 - *Academic freedom.*
 - *Shared governance as outlined by AB 1725 and other statutes.*

Approved 5-2-17