

**Minutes were adopted by the GCC Faculty Senate on October 2nd, 2024 at 12:00 per Senate Operating Rule 1, "Electronic Approval of Meeting Minutes."**

**Special Note- Clarification from a faculty member was received after the minutes were approved. I have amended the approved minutes to strike the incorrect language and replace it with the correct information.**

## **Glendale Community College: Faculty Senate Meeting**

**9.26.24**

**2:30pm [Zoom Meeting](#)**

- I. Open Comment Period (up to 15 min)
  - A. No open comments.
  
- II. Call to Order
  - A. Approval of the Agenda (2 min)
    1. Called to order at 2:33pm.
    2. Motion to approve Senator Kurtz; second by Senator Gergus.
    3. Senators Present- Fried; Garguilo; Gergus; Hulihan; Jones; Kadel; Kurtz; McKennon; Nielson; Ocano; Patrick-Rolando; Polansky; Remy; Rivas; Schwendiman; Smith; Sokol; Worthy. Senator Strong joined the meeting at 3:30pm.
  - B. Discussion
    1. Senator Kadel- was listed on the agenda for Venmo account, but has no information. Asked to strike it from the agenda.
    2. Treasurer Jones offered to speak on that topic
    3. None present opposed to the change.
  
- II. Reports
  - A. President (Sokol - 2 min)- [LINKED HERE](#)
    1. Tentative graduation date of May 9th, 2025- pending State Farm Stadium vendor approval.
    2. The Senate has been asked to select a Faculty Speaker.
    3. No questions from those present.
  - B. Secretary (Smith - 2 min)

1. None.
- C. Treasurer (Jones - 2 min)
1. Minor balance correction from \$8506.61 to \$8506.51.
- D. College Faculty Staffing Advisory Committee (CFSAC)  
(Sokol/Remy/Kurtz/McKennon/Nielson -10 min)
1. CFSAC adopted same process as last year ([Residential Faculty Staffing Process](#)).
    - a) Data reviewed was pulled the first week of the class, not the first of semester.
  2. Quantitative data calculated and sent to all chairs and CFSAC for review- due 10/02/24.
  3. Question- Any information on funding yet?
    - a) Response- No; likely in light of expenditure limit. We'll probably know after.
- E. College Plan Task Force (CPTF) (Sokol/ Jones/ Patrick-Rolando/ Fried/ Garguilo- 2 min)
1. Focus on the alignment between new RFA and College Plan
    - a) Largely conflicting terminology (ex: Faculty Chair vs Department Chair).
  2. No concrete things done yet, but there WILL be changes.
- F. Committee on Professional Rights and Responsibilities (PRRC) (Gergus/ Ocano/ Hulihan/ Smith/ Schwendiman/ Polansky- 2 min)
1. Nothing to report.
- G. Technology Advisory Committee (TAC) (Rivas- 5 min)
1. Meeting to discuss budget and the committee is beginning to map out allocations in light of potential budget cuts and employee movement.
  2. District Committee Update-They have not been meeting because there is no CIO. Won't resume meeting until hiring of a new one is completed.
  3. Strongly encourages all faculty to take advantage of the [Technology Request Form](#).
- H. Constitution Committee (Strong- 2 min)
1. None.
- I. Shared Governance Council (Sokol/Kadel - 2 min)

1. Meeting two weeks ago to close the loop on proposal that came through regarding online vs in person course loads from Biology

~~a) Julie Morrison, representing the proposal committee, made a recommendation to the Shared Governance Council; pending decision.~~

b) Amended 10/7- Julie Morrison led a cross-functional Task Force constituted to explore issues related to the proposal, and the Task Force returned to the SGC with IBN agreed-upon recommendations. Based on those recommendations, the SGC finalized a decision related to the proposal.

(1) Decision Pending

c) Continued to ask for information on the Safe Parking Proposal submitted by Senator Schwendiman in Spring 2024. It is currently with District Legal.

J. [Compliance Committee \(Worthy - 2 min\)](#)

1. Most important updates are the Title IX information and corresponding syllabus updates.
2. The Title IX office is requesting faculty and staff email Bobbi Johnstone directly with any questions regarding the new requirements and language
3. Recent Change to Americans With Disabilities Act. Community College web and mobile accessibility needs to come into compliance. We have 3-5 years to comply.

K. FEC / Councilors at Large (Kurtz / Rivas / Strong / Sokol - 10 min)

1. [RFACT Policy Work for RFA 2024-2025](#); [RFACT Feedback Form](#) due 10.3.24
2. [District Shared Governance Model](#)
  - a) 12 Members of New Executive Council; all 10 presidents and just 1 faculty (FEC president)
  - b) Discussion items-
    - (1) Reduction of faculty presence from 3 representatives to 1.
    - (2) FEC President-Elect should be present in order to be up to speed at the start of their term
  - c) Question- What was the FEC response? Was there any pushback or dissent?

(1) FEC was not happy with the new organization and shared many of the same concerns. Will be continuing to discuss the matter.

3. [Personal Contact Information Form](#) for communication purposes

III. Old Business- None

IV. New Business- None

A. Bylaw that notes who runs a meeting if the president can not (Kurtz- 5 min)

1. Robert's Rules of Order dictates it is the secretary who runs a meeting in the event the president needs to be absent.
2. Proposal to alter this structure.
  - a) Senator Kurtz proposed an operating rule rather than bylaw;  
Second from Senator Gergus
  - b) Motion language pulled from the chat: Create an operating rule that if the president cannot attend a meeting, the president would select a senate member to run the meeting instead
  - c) All present approve; no abstentions

B. [Meeting agreements](#) (Worthy - 5 min)

1. Review of proposed meeting agreements above.
2. Discussion points-
  - a) Which of these applies to faculty/visitors, and which apply to senate members.
    - (1) Consensus was they should apply to all.
  - b) Change language to specify faculty vs senator
3. Motion from Senator Worthy, language taken from chat- Create an operating rule to adopt and adhere to the meeting agreement document.
  - a) Second by Senator Kurtz.
4. Discussion to amend motion language-
  - a) Rule sounds too extreme and implies sanctions. Should we change it to be a statement of principles rather than an operating rule?
  - b) Are these for all meetings or meant to be guidelines for virtual ones?

(1) Clarification- Motion is ALL meetings, not just virtual meetings. Consensus to add “virtual” to the top to specify.

- c) Amend for consistent language (use of senator, members, faculty, participating members, etc is confusing).
- d) Changes made to original Meeting Agreements document linked above in real time up to this point
- e) Discussion- The use of the chat to provide affirmation and assent; there is be value in keeping those to support connection and non verbal communication cues that could be misinterpreted in a virtual setting.
- f) Discussion- Senators should not use the chat as a steady stream of consciousness; Senators should be engaged and camera on when possible.

(1) Consensus- the chat is for tech difficulties and clarification items. Avoid sidebar and irrelevant. Use the emoji/thumbs up/etc option for affirmation.

- 5. Motion to extend 5 minutes from Senator Gergus; Second by Senator Hulihan.
- 6. Point- We need some sort of operational procedure to put this in the chat at the start of each meeting.
  - a) Decision- President Sokol will also add to agenda
- 7. Motion to approve Lisa’s motion with document amended
  - a) Senators Smith and McKennon abstained, all others present approved.

C. Academic Affairs Reorganization (All- 10 min)

- 1. Senator Gergus recapped last week’s communication meeting with Academic Affairs. Summary- we have not looked at reorganization in at least a decade; department chair and admin assistant duties inequitable across the departments; Phoenix College undertook one and launched this year, prompting discussion.
  - a) President Sokol met with the Senate President of PC to discuss their reorganization.

(1) All went well and everyone is pleased with the outcomes.

(a) No jobs eliminated, just shuffled.

- (2) What they've done can serve as a model, but we don't need to follow it exactly.
  - b) Advantages of viewing this through the lens of innovation.
  - c) Emphasis on administration wants this to be faculty driven.
2. Question- is there a sense that this is coming from a cost savings angle?
  - a) Answer- No, as PC pointed out there was very minimal cost savings as no jobs were eliminated and salaries stayed about the same.
  - b) Not really financial; motivated by discussions about equity of work and compensation.
3. Senator Gergus proposes a motion, language from the chat-The GCC Faculty Senate will adopt as a priority for academic year 2024 / 2025 the reorganization of Academic Affairs by constituting a committee of Senators and Faculty Chairs that will explore innovative ways to structure our college to better serve our students. Seconded by Senator Nielsen
4. Question- would this committee be advisory or decision making
  - a) Response- President Sokol asked VPAA Konopka: are you open to a recommendation from the Senate on a reorganization? She said yes, she's requesting we give one; this does not mean we're the decision makers.
    - (1) It needs to include chairs and give Student Affairs a chance to give feedback.
5. Point- including embedded tutoring and advisors is student affairs. If we're going to combine and add them now, we need to loop that group in.
6. Counterpoint offered-
  - a) These are two separate ideas:
    - (1) Innovation and student services-bigger picture;
    - (2) Organization and structure- immediate need to handle this.
      - (a) We have immediate issues that can be solved with an academic reorganization
7. Discussion to amend the motion to clarify what we're voting on and what we want to tackle

- (1) Reports; chairs faculty placement is all reorganizing our current structure and needs to happen now. Load and supervision are Academic Affairs only.
- (2) Innovation- how could we combine interdisciplinary; advising; student support? Broader picture. This combines student services.
  - (a) Innovation could be reorganizing how student services AND academics are housed.

8. Senator Gergus amended motion via the chat- The GCC Faculty Senate will adopt as a priority the reorganization of Departments by constituting a committee of Senators and Faculty Chairs that will explore ways to restructure to improve Departmental efficiency; Second by Senator Kurtz.
9. Discussion of language, "to better serve our students."
10. Senator Kadel moves to extend by one minute; Senator Kurtz second.
11. Amended language via the chat: The GCC Faculty Senate will adopt as a priority the reorganization of Departments by constituting a committee of Senators and Faculty Chairs that will explore ways to restructure to improve Departmental efficiency to better serve our students.
  - a) Amendment approved.
12. Voting on the statement submitted by Senator Kadel
  - a) Senator Jones abstains; all others present approve.
13. President Sokol proposes an ad-hoc committee to handle this. Will email for suggestions and volunteers from the Senate.

D. Constitution Committee rename to Operations Committee (Strong- 10 min)

1. Change the name of the Constitution Committee to Senate Governance and Operations Committee.
2. Discussion to include a representative from the Department Chairs.
  - a) Consensus-optional for the senate president to appoint a chair (pending their agreement); we lack the authority to force the chairs to participate, but should allow the senate president the option for interested chairs. Would encourage mingling and cooperation between the two groups.
3. Noted that this will replace the Constitution committee.

4. [Motion language](#)- amended in real time.
5. Formal Motion from Senator Strong via chat-I move to constitute a Senate Governance and Operations Committee that would replace the Constitution Committee and be composed of members as listed below and charged with the tasks outlined below. (see linked motion above);  
Second by Senator Kurtz.
  - a) Passes unanimously.

E. Venmo account (Kadel- 5 min)-- Amended to be Jones

1. Interest in a venmo account due to the proposed FA picnic, but there are serious complications:
  - a) We don't have a direct bank account to attach the Venmo account.
  - b) We can't do a personal account.
  - c) Tax implications.
2. Suggestion to ask FEC how to approach this.
  - a) They run our current account.
  - b) Treasurer Jones clarifies: run by FEC- Jim Simpson specifically

V. Information / Discussion

- a. GCC Faculty Evaluation in Service and Professional Development (Sokol/ C. Clark- 5 min)
  - i. No comments
- b. Senate's Priorities (All- 30 min)
  - i. Travel process
    1. Presented by Senator Kurtz- Too complicated and cumbersome. We need to come up with a proposal or suggestions and then send it to FEC
      - a. We have faculty members who WILL NOT travel because it's too complicated
      - b. District AND local problems with the process.
      - c. Requirements seem open to interpretation by different areas.
    2. Question- has the district committee been notified or addressed this at all? Should it start with them and we address it if not?



- a. Response- The district committee has raised concerns; no resolution yet.
  3. Point- The process for field trips is similarly cumbersome.
  4. Discussion to conduct a survey among faculty to assess breadth and impact of the issue.
- ii. Committee/club work review
  1. Inequity of committee assignments. Ex: Serving on Faculty Senate is a larger commitment than some others, how do we make this equitable.
  2. Should we present the list of meeting days/times to make sure you don't sign up for something you can't make due to teaching schedule
  3. There's currently no discussion or regard for commitment and intensity and workload of the committee
  4. Discussion- should committees work to be more transparent with time commitment and meeting organization and structure? Even if they don't know when meetings will be, perhaps the last year's schedule would be helpful to plan?
    - a. Faculty sign up for commitments based on interest without knowing if they can fully participate due to scheduling conflicts.
  5. Point- Clubs are different from committees; clubs are regularly tracked and will lose their status if they don't and there are supposed to be rules. We'll need to separate these.
  6. Discussion- Would it be better to have a fixed time in order to plan your selection around schedule? That way a faculty member doesn't sign up for a committee and find out during the week of accountability they can't do it.
- iii. Organization of academic departments--With the new pay structures, there is a flat rate for every department for summer chair pay (as one example), so the ENG/RDG/ESL/ESOL/CRW/JRW department chair gets paid the same amount of hours as other departments that only offer 10-12 sections for example. It also means the department admin assistant gets paid the same as admin in other departments, yet the ENG department

offered 55 sections this most recent summer (as another example). This structure isn't very efficient or equitable.

1. Brought forward on behalf of the English department, but will be addressed in our academic reorganization
- iv. [REDUCE BARRIERS](#) in all areas of college ↔ student engagement.
1. Small annoyances for students can build- printing, technology, communication difficulties will stack up.
  2. Things like campus services operating outside the 9-5; food availability;etc.
  3. If prioritized, the Senate would investigate what barriers to student success exist, as well as points of routine student frustration and take steps to mitigate or eliminate them.
- v. Senator Kadel moves to extend 10 minutes; Senator Patrick-Rolando second
- vi. Ensure that ROBUST ELECTIVE OFFERINGS continue to be a significant part of the two-year college experience. Investigate the degree to which electives (and academic exploration) have diminished since the deployment of Guided Pathways; determine root causes and suggest mechanisms to diversify meaningful elective and exploratory experiences.
1. Survey sent out by the Library Chair to all department chairs to enquire about courses currently not making that routinely 'made' prior to 2020. Preliminary results were reviewed.
  2. Question- What was the definition of an elective? Some classes are considered elective if not in guided pathways but required by AGECEC
    - a. Answer- Diverse, non path course offerings as a focus.
  3. Discussion- a more extensive and robust survey needs to be developed to assess the issues; it's not just guided pathways- COVID, modality, AGECEC, etc.
  4. Discussion- Is this a problem better suited to the chairs?
    - a. This deals with enrollment and load at a departmental level.
  5. Point- financial aid causes restrictions as well; courses aren't funded unless they're on a path

6. Senator Jones motioned to extend 5 minutes; second by Senator Remy.
- vii. Ensure appropriate REPRESENTATION FOR DEFINED SUBGROUPS of FACULTY in SHARED GOVERNANCE, interest based negotiations, RFACT deliberations, etc.
- viii. Consider the role that the college can play in raising awareness about ONLINE PRIVACY in the context of surveillance capitalism while offering accessible alternatives to some of the default applications, etc.
  1. We aren't talking to our students about protecting their online privacy and data. Significant concerns with information privacy. Many universities have guides for students and provide privacy oriented technology options in computing spaces; we could look at developing educational and technology initiatives that foreground privacy protection and understanding .
- ix. Consider the role of a ROBUST JOURNALISM PRESENCE on campus including college news publications and an academic journalism program.
  1. Value of our local archives in chronicling campus history and student voices.
  2. Educational importance of promoting ethical journalism during a time of political polarization, mis/disinformation, and journalistic crisis.
  3. Question- What happened to *The Voice*?
    - a. Per Jennifer Lane- it was run through the English Department and declined slowly due to lack of student interest. The department, campus, and district exhausted all avenues of possible support, but it just wasn't enough.
- c. Course Fees Use (Jones- 5 min)
  - i. Update from district course fees task force- issue is being addressed; resources and training being developed and gathered and presented to those responsible for managing and spending course fee balances.
    1. Completed tasks: A course fee handbook has been created establishing course fee maximums district wide; review process; transition to yearly cycle; annual reviews; streamline process and create best practices for course fee proposals.

- a. All chairs received an email requesting feedback.
  - b. Establishment of a District-Wide Course Fee Maximum assigned to a course as a fee based on instructional practices and pedagogies.
  - c. Engagement of Instructional Councils and District Curriculum Committee in setting District-Wide Course Fee Maximums.
  - d. Responsibility of the college to review and approve College-Specific Assessed Fees, up to the approved District-Wide Course Fee Maximums, which will be provided to the Governing Board as informational items during the bi-annual course fee collection cycles.
  - e. Transition to a yearly course fee collection cycle (fall collection for the following fall and spring collection for the following spring) in alignment with course scheduling planning.
  - f. Development of standardized annual review and course fee reserve planning processes and approval authority for College-Specific Assessed Course Fees across colleges.
  - g. Streamlined course fee proposal questions and clarified course fee guidelines.
  - h. Creation of best practices for course fee proposals and student-facing course fee descriptions.
2. Next stage will be to address why requests are bounced back for varying reasons. Goal to provide more uniform direction and guidelines.
- ii. Question- will this maximum include the inclusive access materials?
    1. No answer.

## VI. Adjournment

A. Adjourned at 4:55pm