

## Faculty Senate Meeting Agenda

September 23, 2022 @ E103

- I. Call to order
- II. Attendance/Roll Call
- III. Approval of agenda
- IV. Approval of minutes (4/26/22)
- V. Old Business:
  - A. Deliverables
    1. Not negotiable, but Debby can ask Faculty Senate members to assist.
  - B. Vice-President Emeritus – Dr. Ray
    1. Main question raised was – Does emeritus status require any type of obligation to GCC or provide any funding for a person in the status?
    2. Main point that was brought up by Eric was that there is currently no one with emeritus status with GCC. Eric noted that this would be good for us to look into – recommending emeritus status for retired faculty/professors. *NOTE: Let's look into this in August, something to put on our Strategic Plan for 22/23.*
  - C. Budget – 'gifts'. Not able to provide. Different amounts noted in our records vs with Dr. Gina. "Attached is the FY2023 Faculty Senate NAF budget submission. The Faculty Senate does not have Fund 01."
  - D. Concern – progress?
- VI. New Business:
  - A. Submitted AAD 'report'. No meetings held to date.
  - B. Deliverables – input and who in charge of what? Look at last year's strategic plan.
  - C. Budget - suggestions
  - D. West Care/ Uplift Counseling services – contract expires 9/30. Dr. Mike said they are going through the bidding process. "1) The current contract with WestCare expires Sept 30, 2022. Once the contract expires, if the bid is not awarded by that time, no services can be rendered during the period that the bid process is ongoing. 2) The second possible effect of the bid process is that there is no guarantee WestCare will be the provider of Uplift Counseling services.
- VII. Open
- VIII. Adjourn

## Faculty Senate Meeting Minutes

September 23, 2022 @ E103

- I. Call to order: 3:10pm
- II. Attendance/Roll Call: Eric Chong, Carol Cruz, Debby Ellen
- III. Approval of agenda: Motion by Carol Cruz; seconded by Eric Chong
- IV. Approval of minutes (4/26/22): Motion by Eric Chong; seconded by Carol Cruz
- V. Old Business:
  - A. Deliverables
    1. Not negotiable, but Debby can ask Faculty Senate members to assist.
  - B. Vice-President Emeritus – Dr. Ray
    1. Eric had a conversation with Simone Bollinger who noted that anyone can nominate anyone (qualified) for Emeritus status.
  - C. Budget – ‘gifts’. Not able to provide. Different amounts noted in our records vs with Dr. Gina. “Attached is the FY2023 Faculty Senate NAF budget submission. The Faculty Senate does not have Fund 01.” (Discussed more in “New Business”)
  - D. Ethics Concern – progress? Nothing noted. This is being handled by a special committee headed by a faculty member, who was unable to attend the meeting or respond. Debby will follow up.
  - E. SBGs – added by Carol Cruz.
    1. Only JFK and Tiyon High Schools are currently implementing.
    2. Carol noted that GDOE has provided training at JFK by Jim Reyes.
    3. Carol suggested that such training (by Jim Reyes) be held for GCC Secondary Faculty for consistency across the programs and schools.
    4. Debby will submit this request at the next AAD meeting with a suggestion to hold the training in a breakout session on College Assembly Day.
- VI. New Business:
  - A. AAD ‘report’: Eric and Carol looked over the comments that were submitted to the committee. No further discussion.
  - B. Deliverables:
    1. Eric suggested that we invite Patty Terlaje and Ricki Tyquiengco to share ideas for Faculty Senate activities, as they had been involved in developing activities in the past.
    2. Eric, Carol and Debby will spend time going over the ‘deliverables’ as set forth by Dr. Gina, so as to prepare the Strategic Plan for 22/23 at our next meeting.
  - C. Budget: When looking at the budget provided by Dr. Gina’s office, it was apparent that there were differences between the budget provided by Dr. Gina and the one provided by the previous Faculty Senate (21/22). As noted by Dr. Gina, there is no “Fund 1” monies for

Faculty Senate. It appears that they only funding (\$800) is for IT equipment. The document (from Dr. Gina) also noted \$33,150 for 'salaries' with \$14,299 for 'benefits' – under Faculty Senate budget. We are wondering who this salary is going to, as it is far beyond the compensation the three official members of Faculty Senate will receive (total of \$3,375).

Debby will seek clarification from Dr. Gina.

D. West Care/ Uplift Counseling services:

1. Their contract with GCC expires on 9/30. Dr. Mike said they are going through the bidding process, which may result in West Care continuing or a new provider.
2. Question: Will this only be for one day a week again? There should be someone here on campus for faculty, staff, and students to access on a daily basis.
3. Debby noted that there is some conversation regarding the possibility of TOHGE being on campus for peer support (substance use/abuse recovery). This would be well-aligned with accreditation requirements.

E. Further clarification on Faculty Senate – our role, deliverables – would be beneficial.

VII. Open

A. Carol and Eric brought up their concerns of the need for a Work Experience Coordinator.

Carol has talked with Associate Dean Sison regarding this, but it is not entirely clear how the gap (one coordinator retired) will be handled. They would like further clarification on what will be done by the Deans' offices. Will one of them act as the coordinator to fill in the gap? Will another coordinator be hired? This is impacting enrollment and students being able to reach Certificate of Mastery levels. Currently, one coordinator (Kathy Chargualaf) is handling three programs. Eric noted that he has had to handle this for his students at Simon Sanchez High School in order to make sure they are able to achieve the mastery level.

B. Debby will bring this up at the next AAD meeting.

VIII. Adjourn: Motion by Carol Cruz. Seconded by Eric Chong. Meeting adjourned at 4:45pm.

Respectfully submitted,

*Deborah Ellen*

Faculty Senate President

Associate Professor

Guam Community College

## Faculty Senate Meeting Agenda

October 21, 2022 @ pm in 3E103

- I. Call to order and rotation of taking minutes
- II. Attendance/Roll Call
- III. Approval of agenda
- IV. Approval of minutes (9/23/22)
- V. Old Business:
  - A. Concern – progress?
  - B. West Care/ Uplift Counseling services – waiting on update
  - C. SBGs/Training: No word back yet from admin (negotiations)
  - D. Work Experience Coordinator: No word back yet (negotiations)
- VI. New Business:
  - A. No AAD meetings held due to negotiations.
  - B. Deliverables: Need to confirm
  - C. Strategic Plan
  - D. Budget: Provide food and/or materials?
- VII. Open
- VIII. Adjourn

# Faculty Senate Meeting Minutes

Friday, October 21, 2022 @ E103

- I. Call to order: 3:08pm
- II. Attendance/Roll Call: Eric Chong, Carol Cruz, Debby Ellen
- III. Approval of agenda: Motion by Eric Chong; seconded by Carol Cruz
- IV. Approval of minutes (9/23/22): Motion by Carol Cruz; seconded by Eric Chong
- V. Old Business:
  - A. West Care/Uplift counseling services
    - 1. Services are available on Wednesdays for employees and staff
    - 2. Still in bid process
  - B. SBGs/Training
    - 1. No updates since last FS meeting
  - C. Work Experience Coordinator
    - 1. Being handled by admin. No other changes.
- VI. New Business:
  - A. AAD: No meetings due contract negotiations
  - B. Deliverables:
    - 1. FS has identified specific areas to focus on for this academic year
    - 2. SBG - *Identify faculty priorities that encompass academic and professional matters that will be included in the FS Strategic Plan*
      - a. Invite Associate Dean Christine to the November 18, 2022, to discuss the topic on “How SBG impacts DCAPs”.
      - b. Carol will organize. Dr. Debby will set up with PDRC. Date: November 18<sup>th</sup>.
    - 3. Discussed Patty Terlaje’s response on previous Faculty Senate activities. Noted that there were many activities and trainings, but also noted that this is when there were many Faculty Senate members – prior to becoming an Institutional Committee. We can only do what we three can do.
  - C. Strategic Plan
    - 1. Dr. Debby is updating the strategic plan
  - D. Budget
    - 1. It was suggested to recognize faculty by showcasing their work at a future event possibly in LRC or other venue.
- VII. Adjourned at 4:10pm: Motion by Eric Chong; seconded by Carol Cruz

Respectfully submitted,

***Carol Cruz***

Faculty Senator

## Faculty Senate Meeting Agenda

December 6, 2022 @ pm in 3:30pm, E103 & Zoom

- I. Call to order and rotation of taking minutes
- II. Attendance/Roll Call
- III. Approval of agenda
- IV. Approval of minutes (10/21/22)
- V. Old Business:
  - A. SBGs/Training: Debrief
  - B. Work Experience Coordinator update
- VI. New Business:
  - A. West Care – our office?
  - B. Next workshop for Secondary: January 12<sup>th</sup> @ 3:30, Christine Blas
  - C. Strategic Plan – any revisions? Approval?
- VII. Open
- VIII. Adjourn

# Faculty Senate Meeting Minutes

Wednesday, December 7, 2022 via Zoom

- I. Call to order: 3:15 pm
- II. Attendance/Roll Call: Eric Chong, Debby Ellen
- III. Approval of agenda
- IV. Approval of minutes (10/21/22): tabled
- V. Old Business:
  - A. SBG/DCAPS debrief
    - 1. It had 17 participants and 3 presenters.
    - 2. There is a need for follow-up training.
  - B. Work Experience Coordinator update
    - 1. This role is being handled by the Dean's office for departments without a WE coordinator
- VI. New Business:
  - A. Westcare – use of our Faculty Senate Office?
    - 1. Westcare needed an office to provide their services, and we decided that the use of our Faculty Senate office can be made available for this purpose.
    - 2. FS president will inform Westcare and John Payne about this availability of space.
    - 3. Once this is finalized, Westcare services will be announced to the campus.
  - B. Next workshop for Secondary – January 12, 2023 at 3:30 p.m.
    - 1. GDOE Christine Blas will present on how to develop Priority Standards, Skills, and Topics (PSST) to department chairs and faculty.
    - 2. Location: E107
    - 3. An announcement in MyGCC will be made.
  - B. Strategic Plan – any revisions? Approval?
    - 1. Dr. Debby would like feedback by Friday, 12/9/22.
- VII. Next FS meeting will be on 1/10/23 at 3 p.m. Location TBA.
- VIII. Adjourned at 3:40 p.m.

Respectfully submitted,

*Eric Chong*

Faculty Senator

## Faculty Senate Meeting Agenda

February 7, 2023 @ pm in 2:30pm, E103 & Zoom:

<https://us02web.zoom.us/j/86161409229?pwd=Wmo2ZjVMeE5MM2x6NVIWNmF2aXM0UT09>

- I. Call to order and rotation of taking minutes
- II. Attendance/Roll Call
- III. Approval of agenda
- IV. Approval of minutes (table)
- V. Old Business
  - A. West Care – Counselors not available. Dr. Chan is communicating with them to address this issue.
- VI. New Business
  - A. Planning for promotion of faculty/student ‘best work’ – LRC, week of March 20
  - B. DCs and Secondary faculty: need to complete SBGs and PSSTs. Waiting on confirmation from Dr. Sison as to ‘due dates’, but she just told me that GDOE is expecting all schools to be done and on board with this by the beginning of next school year (F23).
  - C. From last week’s AAD meeting:
    1. Covid cases seem to be going up again. Instructors are allowed to hold classes online for **up to one week** if they contract Covid. Anything beyond one week would need to be discussed with Dean Pilar.
    2. ACCJC Town Hall Meetings (2/24 @ either 1-2 or 5-6; 4/18 @ 1-2 or 5-6) - Mandatory for those on accreditation teams. Other faculty are welcome but not required to attend.
    3. ISER Training on 3/17 1-3: Mandatory for those on accreditation teams. Other faculty are welcome but not required to attend.
    4. IDEA surveys will run from Feb. 20-March 3. While students will have access to the links for each course they are in, please share with them in your class and encourage them to complete. Last semester less than 30% completed the surveys.
    5. Summer and Fall 23 schedules need to be submitted by March 1st.
    6. Getting ready to interview several folks for AIER director position.
    7. Just to note that Dean Pilar will be out next week until right after Valentine's Day.
- VII. Open
- VIII. Adjourn



## Faculty Senate Meeting Minutes

February 7, 2023 @ pm in 2:30pm, E103 & Zoom:

<https://us02web.zoom.us/j/86161409229?pwd=Wmo2ZjVMMeE5MM2x6NVIWNmF2aXM0UT09>

- I. Call to order and rotation of taking minutes: 2:33pm
- II. Attendance/Roll Call: Eric, Carol, Debby (all in Zoom)
- III. Approval of agenda: Eric/Carol
- IV. Approval of minutes (table)
- V. Old Business
  - A. West Care – Counselors not available. Dr. Chan is communicating with them to address this issue.
- VI. New Business
  - A. Planning for promotion of faculty/student ‘best work’ – LRC, week of March 20  
Carol: HS158 students (Carol’s students) to organize. Ss will communicate for further details with Debby.

### Guidelines:

- Poster/Tripod
- Table display/Trifold
- Digital/video/audio

### Narrative - DRAFT:

*The Faculty Senate is working with students from HS158 to provide an opportunity for faculty to showcase their best practices. Faculty can choose to showcase their work (and that of their students) using a poster/trifold, table/trifold, digital display, or ‘static’ display. Work will be displayed in the LRC with minimal surveillance. HS158 students will be facilitating a survey with faculty to determine which faculty will be displaying work. This event coincides with Faculty Senate’s deliverables and Strategic Plan: Support faculty efforts via “Create brief videos and/or articles of faculty efforts to be posted on GCC’s Facebook” and “Communicate with faculty regarding their efforts and how we can support them.”*

- B. DCs and Secondary faculty: need to complete SBGs and PSSTs. Waiting on confirmation from Dr. Sison as to ‘due dates’, but she just told me that GDOE is expecting all schools to be done and on board with this by the beginning of next school year (F23).  
Carol: DCs are not faculty supervisors. ... DCs need official word from the Dean/AVP to back this up.  
Debby: DCs would ensure that there is support and guidance, as with all curriculum/program documents.
- C. From last week’s AAD meeting:
  1. Covid cases seem to be going up again. Instructors are allowed to hold classes online for **up to one week** if they contract Covid. Anything beyond one week would need to be discussed with Dean Pilar.
  2. ACCJC Town Hall Meetings (2/24 @ either 1-2 or 5-6; 4/18 @ 1-2 or 5-6) - Mandatory for those on accreditation teams. Other faculty are welcome but not required to attend.

3. ISER Training on 3/17 1-3: Mandatory for those on accreditation teams. Other faculty are welcome but not required to attend.
4. IDEA surveys will run from Feb. 20-March 3. While students will have access to the links for each course they are in, please share with them in your class and encourage them to complete. Last semester less than 30% completed the surveys.
5. Summer and Fall 23 schedules need to be submitted by March 1st.
6. Getting ready to interview several folks for AIER director position.
7. Just to note that Dean Pilar will be out next week until right after Valentine's Day.

VII. Open:

Debby: PBL training opportunity.

Eric: No subs available, so maybe thru PDRC?

For AAD Meeting:

- GCC email should be the key means of communication for all admin/faculty messages (not WhatsApp or texts)
- Messages within certain 'duty' hours (check with Simone)
- DCs are not faculty supervisors. ... Word from the Dean/AVP to back this up (That DCs are to have their secondary faculty complete SBGs and PSSTs.

VIII. Adjourned: Eric/Carol 3:30

## Faculty Senate Meeting Agenda

March 7, 2023 @ pm in 2:30pm, E103

- I. Call to order and rotation of taking minutes
- II. Attendance/Roll Call
- III. Approval of agenda
- IV. Approval of minutes
- V. Old Business
  - A. West Care – continued need to address the issue of not being on campus.
- VI. New Business
  - A. Planning for promotion of faculty/student ‘best work’ – LRC, week of March 20
  - B. Nothing to report from AAD meeting(s) following last report.
- VII. Open
- VIII. Adjourn

Faculty Senate Meeting Minutes

March 7, 2023 @ at 3:00pm, E103

- I. Call to order
- II. Attendance/Roll Call: Debby Ellen, Carol Cruz, Eric Chong, Marivic Schrage
- III. Approval of agenda; Motion by Carol seconded by Vicky
- IV. Approval of minutes: Motion by Carol, seconded by Eric
- V. Old Business
  - A. West Care – continued need to address the issue of not being on campus.
- VI. New Business
  - A. Planning for promotion of faculty/student ‘best work’ – LRC, week of March 20
    - Discussed appreciation certificates. It was decided not to address number of years of service. All FT faculty will receive a certificate.
    - Debby to get exact # of FT faculty and names.
    - Carol’s students will take care of Google forms for survey.
    - Carol’s students to take care of names on certificates and printing (can be done in color in admin building).
    - Discussion of securing tokens from COPSA for a token of appreciation.
    - Nothing confirmed for any gifts of tokens.
    - Debby to check with Dean Pilar on use of budget for tokens.
    - Time changed for appreciation ‘ceremony’ to 2:30. *(Later changed to 3:30)*
  - B. Nothing to report from AAD meeting(s) following last report.
- VII. Open - tabled
- VIII. Adjourned: 4:11

Respectfully,



Debby Ellen

Faculty Senate President

## Faculty Senate Meeting Agenda

May 2, 2023 @ pm in 2:30pm, E103

- I. Call to order and rotation of taking minutes
- II. Attendance/Roll Call
- III. Approval of agenda
- IV. Approval of minutes (from March)
- V. Old Business
  - A. West Care – Confirming their use of the old FS space
  - B. Appreciation Event: Debriefing
  - C. Update regarding SBGs and PSSTs?
- VI. New Business
  - A. Highlights from last AAD meeting (March 30):
    - MIS: Moodle to be updated
    - Ava: All summer and fall courses are open.
    - Dr. Chan: Supervision/Management program to be expanded.
    - AD Marisha: FSM orientation to be scheduled; Need instructors for summer courses (Am. Gov. & Alg. I)
    - Dean Pilar: Need folks for graduation decoration committee (contact Dean Pilar or AD Marisha)
    - FS: I asked about policies for ChatGPT: They are working on it. I noted the concern about the timing of the IDEA surveys: They will send folks into our classrooms mid-semester to 'ensure' that students complete the online survey.
  - B. Elections for new FS: Schedule date
- VII. Open
- VIII. Adjourn

Faculty Senate Meeting Minutes

May 2, 2023 @ pm in 2:30pm, E103

- I. Call to order: 2:55
- II. Attendance/Roll Call: Eric Chong and Debby Ellen
- III. Approval of agenda: Eric
- IV. Approval of minutes (from March): Eric
- V. Old Business
  - A. West Care – Confirming their use of the old FS space. Debby had a brief conversation with Carl Torres (potential next FS President) who confirmed that the FS space had not been utilized for many years, and that it would be best used by West Care or whichever provider is given the contract for counseling on GCC's campus.
  - B. Appreciation Event: Debriefing – Just to note that the certificates are still with Debby in E101. She has asked DCs to come by to pick up. She will ask her admin assistant to help her deliver to DCs.
  - C. Update regarding SBGs and PSSTs: Eric noted that there is still no clear communication on any timeline for when these will be solidified/implemented. Each high school is on a different schedule. There has been no further communication from appropriate DCs on progress related to SBGs/PSSTs.
- VI. New Business
  - A. Highlights from last AAD meeting (March 30):
    - MIS: Moodle to be updated
    - Ava: All summer and fall courses are open.
    - Dr. Chan: Supervision/Management program to be expanded.
    - AD Marisha: FSM orientation to be scheduled; Need instructors for summer courses (Am. Gov. & Alg. I)
    - Dean Pilar: Need folks for graduation decoration committee (contact Dean Pilar or AD Marisha)
    - FS: I asked about policies for ChatGPT: They are working on it. I noted the concern about the timing of the IDEA surveys: They will send folks into our classrooms mid-semester to 'ensure' that students complete the online survey.
  - B. Elections for new FS: August 15 @ 1pm in E103
- VII. Open
  - A. Eric mentioned that there is the possibility that some GDOE schools may be shut down (failing health inspections), so there is talk of a return to online instruction for those schools.
  - B. Eric also mentioned that a new automotive instructor (GCC) at Simon Sanchez cleared out the space (cleaned it) which resulted in a pile of metal trash. GCC was asked to take care of the pile, but (to date) the pile is still there. Eric noted that they have been waiting on removal over the past academic year. Debby will bring up at AAD meeting.
  - C. Just a reminder to submit time sheets. Debby will submit the time sheets along with the end of the year 'report'.
- VIII. Adjourn: 4:00

Respectfully submitted on behalf of the Faculty Senate ~

*Debby Ellen*  
Debby Ellen

Faculty Senate President