

# Technology & Aviation Division

April 4, 2023

## Minutes

Present: Mark Dieny, Sona Donayan, Andrew Feldman, Christopher Herwerth,  
Dave Martin, Jorge Palma

Non-Voting

Present: Anthony Bagan, Marisela Canela, Victor Castellanos, Sam DiGiovanna,  
Brian Reff, Tracy Rickman, Gerald Wallace, Odett Zeynalyan

Absent: Curtis Potter

- I. Called to order by Dave Martin at 12:30 P.M. This meeting took place on the Zoom platform. Minutes taken by Victor Castellanos.
- II. MSC (Feldman/Dieny) to approve the minutes for March 7, 2023.
- III. MSC (Herwerth/Donayan) to approve the agenda for April 4, 2023.
- IV. **Division Chair Report**
  1. Dave mentioned the division chair report will be inclusive within the new business items.
- V. **Guest Speakers**

None
- VI. **Old Business**
  1. Flex is Due May 15. Submit on VRC, no paper submissions.
  2. Please submit Perkins purchase requests to the division office. Instructional supply requests are due April 10, 2023.
  3. There are some outstanding spring 2023 course syllabi yet to be forwarded to the division office. Please submit them this week if you have not done so.
  4. Please verify accuracy and completeness of petitions and grade changes before sending them to Curtis in the division office.
- VII. **New Business**
  1. Dave notified faculty that Curtis does not have the ability to verify census or grade roster submissions in PeopleSoft.
  2. Winter 2024 schedules are coming out soon for review. Be ready to submit your rollover when requested.
  3. A volunteer is being requested to report on the Guild due to Anthony Byrnes' resignation from the college. Please advise Curtis if you are willing to step in.
  4. MSC (Feldman/Herwerth) to elect Sona Donayan as the new Technology and Aviation Division Academic Senate Representative beginning Fall 2023.

**VIII. Governance/Special Committee Reports  
(Copied and pasted from member narratives emailed to me)**

**1. Brian Reff gave a report on the Academic Senate:**

Brandon Worrell was Proxy for Mark Dieny.  
Budget Report - Bad!! No Money!  
Open Educational Resources Committee - T.A.D. currently not affected.  
Learning Outcomes - same junk as usual.  
Code - sent as a document by Piper Rooney.  
Formation of task force to respond to Institutional Set Standards Report.  
AR 4100 Revision of Graduation Requirements passed.  
AR5530 Student Grievances - Revision of Committee Makeup Passed.

**2. Dave Martin gave a report on the Committee on Distance Education:**

I brought up the issue of whether to cancel a class or change the modality if the instructor is ill or otherwise unable to teach a class in-person.

I also mentioned that there is training available for a software called Gradescope. The training will be available Friday, April 14th from 12:30-1:30pm.

Next, I mentioned that faculty should complete the GADER survey at this link:

<https://docs.google.com/forms/d/e/1FAIpQLSdB4W96-3rsSBe7k3sDW8F6g47NXVSRZZvojii1P4-LJHsoDA/viewform>

Lastly, I mentioned the link for the @ONE's Asynchronous Training to become a certified on-line instructor. Here is the link for that:

<https://catalog.onlinenetworkofeducators.org/courses/introduction-to-asynchronous-online-teaching-learning-23sp-iotl-2>

**3. Jorge Palma gave a report on the Student Learning Outcomes Committee:**

No narrative provided to include here.

**4. Brian Reff gave a report on the Academic Senate:**

Guild - Elections are under way. Ballots sent to your personal email, not GCC Email. If you didn't receive a ballot and are a guild member contact Emily Haraldsen. Brian Reff is running for 2nd Vice President.

**5. No Report on Diversity, Equity, Inclusion, and Accessibility.**

**IX. Announcements/Information**

1. Marisela announced that Career Trek Day is April 14th and faculty are encouraged to participate. Please contact her with any questions.

**X. Adjournment**

1. MSC (Feldman/Dieny) to adjourn.