

## Technology & Aviation Division

May 2, 2023

### Minutes

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

#### Non-Voting

Present: Anthony Bagan, Marisela Canela, Victor Castellanos, Martha Cuevas, Gabriela Cruz-Jimenez; Sam DiGiovanna, Edith Elyasi, Mel Futrell, Adina Lerner, Brian Reff, Tracy Rickman, Gerald Wallace

#### Absent:

- I. Called to order by Curtis Potter at 12:33 P.M. This meeting took place on the Zoom platform. Minutes taken by Victor Castellanos.
- II. MSC (Martin/Dieny) to approve the minutes for April 4, 2023.
- III. MSC (Herwerth/Donayan) to approve the agenda for May 2, 2023.
- IV. **Division Chair Report**
  1. Division chair report will be inclusive within the new business items.
- V. **Guest Speakers**

None
- VI. **Old Business**
- VII. **New Business**
  1. Curtis informed the division that it receives a 10-unit allotment per semester to distribute to faculty who may be in need of units to meet their teaching load. Curtis informed the division that he has used one unit this semester and that Jorge Palma has used seven units.
  2. Curtis reminded faculty that Freddy's office had emailed department chairs their 2023/24 Perkins applications and that they are due tomorrow: May 3, 2023.
  3. Curtis mentioned that in Division Chairs, Dr. Ritterbrown stated that the District is looking for ways to streamline and improve efficiency to the college payroll system. No exact mention of how that will be done, but that the district has an interest in it.
  4. eLumen is now open for data-entry and revisions for courses and programs. They will be reviewed beginning in the fall semester.

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

**1. Mark Dieny gave a report on the Academic Senate:**

The Senate approves the Institute Set Standards Task Force Report for academic year 2022-23.

The Senate approves its amended By-Laws, to simplify at-large election processes.

The Senate recommends that the college pause its distance education recertification requirements during the 2023-2024 academic year, in order to reimagine requirements.

The Senate approves the reduction of Glendale Annual Distance Education.

Recertification (GADER) hours to two hours per year for full-time and adjunct faculty.

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

There is a proposal to allow instructors to change the modality of classes no more than three times during the semester.

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

Nothing to Report.

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

Talked about reopeners - Merger of Adjunct Office Hours and Instructional Hours.

Yearend Party - looking for volunteers to work with Julie Gamberg.

**5. Mel Futrell gave a report on Diversity, Equity, Inclusion, and Accessibility.**

No narrative provided to include here.

**IX. Announcements/Information**

**X. Adjournment**

1. MSC (Feldman/Donayan) to adjourn.