

2014-2015 Academic Senate Minutes

September 2, 2014

September 16, 2014

October 7, 2014

October 21, 2014

November 4, 2014

November 18, 2014

December 2, 2014

February 3, 2015

February 17, 2015

March 3, 2015

March 17, 2015

April 21, 2015

May 5, 2015

EVERGREEN VALLEY COLLEGE
A C A D E M I C S E N A T E
MINUTES
September 2, 2014

| | | |
|--|-------------------|---------|
| President | Eric Narveson | Present |
| Vice President | Jack Baker | Present |
| Treasurer | Michael Hernandez | Present |
| Past President | Jack Baker | Present |
| Social Science, Humanities, Arts, & PE | Ambica Gill | Absent |
| Social Science, Humanities, Arts, & PE | Brad Carothers | Present |
| Business & Workforce Development | Michael Hernandez | Absent |
| Counseling Services | Martha Hardin | Present |
| Library and Learning Resources | Lorena Mata | Absent |
| Language Arts | Sravani Banerjee | Present |
| Language Arts | Robin Hahn | Present |
| Math, Science, and Engineering | Jack Baker | Present |
| Math, Science, and Engineering | Preeti Srinivasan | Present |
| Nursing & Allied Health | Rozanne Lopez | Present |
| At Large | Nasreen Rahim | Present |
| At Large | John Carrion | Present |
| Adjunct | Steven Graham | Absent |
| Adjunct | Lisa Bell | Present |

Guests: Barbara Hanfling, Dennis Wiley, David Yancey

I. CALL TO ORDER President Eric Narveson called the meeting to order at 3:12 in the Mishra Room.

II. ADOPTION OF AGENDA (5 min.)

Additions/Deletions/Corrections

Items to be Deferred

Adoption of Agenda (Including consent items marked #)

III. APPROVAL OF MINUTES – May 6, 2014 – *approved with changes*

IV. RECOGNITION AND ANNOUNCEMENTS

Nasreen was praised for her efforts in organizing the fall 2014 PD days.

EVC and SJCC are adopting separate CurricUNET systems for curriculum approval. There is concern over the lack of CurricUNET coordination with San Jose City College for district courses.

V. PUBLIC COMMENTS (limited to only three minutes)

This portion of the meeting is reserved for any item not on the agenda. The law does not permit action or extended discussion of any item not on the agenda except under special circumstances. If Senate action is required, it can be placed on the agenda for the next meeting.

VI. COMMITTEE APPOINTMENTS

(Applications are available at the senate meeting but may be previewed in the Academic Senate office.)

A. #Non-Screening Committees (2013-2014)

1. College Technology
2. Budget
3. College Safety/Facilities
4. Retention Matriculation
5. Staff Development
6. Institutional Effectiveness
7. College Curriculum: Lisa Bell

8. Archives
9. Graduation
10. Marketing
11. Scholarship
12. Student Services
13. Resource Development
14. District Council
15. Professional Improvement Committee (PIC)
16. PRC
17. District Budget

- B. #Tenure Review Committees**
- C. #Screening Committees**
- D. #Peer Review Committees**

VII. ACTION/DISCUSSION ITEMS (Items with * have related documents posted in Outlook Public: “EVC Academic Senate”: “Documents for Meetings”)

A. Equivalency Protocol (Hierarchy)

President Narveson distributed and discussed the Equivalency Protocol Hierarchy. A move was made to accept the document with minor revisions. *The motion was passed, with an abstention from Senator Lisa Bell. It will be sent to SJCC’s Senate for approval.*

B. Faculty Peer Evaluation List (Consent Agenda)

President Narveson distributed the list of faculty members who need to be evaluated. The list was found to be incomplete in a few divisions and the assignment of evaluators not done properly in one division. A motion was made to adopt the list of faculty members and those who will evaluate them, with the exception of the Language Arts Division, which will be approved at the next Academic Senate meeting. *The motion was seconded and passed.*

C. Auditing Classes at EVC

President Narveson read a report that illustrated the variety of policies regarding auditing classes in the State. Various scenarios and complications were discussed. Since this is a complicated issue and many professors have already expressed their dismay and confusion at the possibility of students auditing classes, it was suggested that the topic of auditing be shared with the faculty and that opinions solicited, via the Senators. *This is deferred until the faculty feedback is received.*

D. Community Education Courses

A community education program is currently being coordinated within the District in accordance with AB86. Further discussion of this topic was tabled until representatives from the Workforce Institute and District could be invited to discuss the matter with the Senate.

E. Resolution Regarding Student Discipline Procedures – deferred

F. Crisis Prevention Team – deferred

G. Distinguished Faculty Members of the Year Committee

President Narveson and Senators Sravani Banerjee and Nasreen Rahim will be on the Distinguished Faculty Members of the Year committee.

VIII. DISCUSSION ITEMS

A. Campus Ombudsman – Tabled

IX. INFORMATION ITEMS

A. **AFT 6157 Report Regarding Accreditation**

David Yancey and Barbara Hanfling, representing the AFT, attended the Senate meeting to gather input regarding accreditation issues. Some of the topics that were covered were Student Learning Objectives in self-evaluations, the need for faculty evaluations to be timely and done according to the contract requirements. Moreover, the implementation of new programs cannot proceed until these evaluations are complete. The district and union need to come up with new contract language for this in upcoming negotiations.

B. **Faculty Hire List**

President Yong has requested that the Senate create another list for tenure-track faculty hires to recommend to the administration by the end of October. President Narveson asked that the Senate develop a list of faculty hiring needs and include a strong rationale for hiring them. District administration is not-expected to be supportive of any new hires unless strong evidence for the need of the positions is provided. It was suggested that the on-campus researcher be approached to supply that evidence.

C. **Service-Learning Update**

The Service Learning program is running with the coordinator-receiving 30% reassigned time. The budget has increased, and includes a program assistant for nineteen hours per week.

D. **New Brown Act Rules/Senate Timekeeper**

The new rules state that the votes, including who voted for, against, or abstained on each measure, needs to be recorded in the minutes. Also, the Senate needs a timekeeper to help keep the meetings on track. President Narveson asked the Senators for a volunteer. This will be discussed more at the next meeting.

E. **Adjunct Senators Election**

The nomination ballots for the adjunct Senate seats will be in the mailboxes this week and will be due on Friday, September 12. If there are more than two nominees for the two seats, the election process will begin after that.

F. **Surplus Land Use (Adjacent to EVC)**

President Narveson reported that the land next to the campus was discussed at the last board meeting, in a closed session, and will be discussed again at the next board meeting. There are negotiations going on between several real estate development companies and the District. Some feel strongly that the land should be saved for future campus development and expansion. President Narveson would like to see all of the campus constituencies and the surrounding community kept in the loop, and, also be able to give input into decisions about that property.

G. **District Senate**

The idea of having a District Senate has been proposed. It would be a smaller Senate with its own President. The powers and purview of that Senate are presently unknown.

H. **The Role of the Dean in Student Complaints – *tabled***

J. **Standing Committee Verification**

The list of current standing committees for this academic year was distributed. President Narveson would like to have any changes to that list made as soon as possible.

X. REPORTS (10 min):

Informational/Questions for clarity only, if discussion or action is planned, it will be discussed/acted upon later on the Agenda.

A. College Council-Eric Narveson

C. District Council-Eric Narveson

B. Board of Trustees-Eric Narveson

D. Treasurer's Report-Peggy Gorbach

E. College Committees (1 minute @)

1. All College Curriculum: Janice Toyoshima, Chair

2. Campus Technology: Steve Mentor, Chair

3. Budget Committee: Henry Gee, Chair

4. Safety/Facilities: Ken Tarquinio, Chair

5. Staff Development: Nasreen Rahim, Chair

6. Retention/Matriculation: Emily Banh, Chair

7. Institutional Effectiveness: RJ Ruppenthal, Chair

F. Senate Committees

1. Executive Committee

2. College Council

3. District Council

4. Marketing Committee: Robin Hahn, Steve Graham

5. Student Behavior Management: Jack Baker, Michael Hernandez, Brad Carothers, Rick Wagner

G. Accreditation

H. Faculty Association

I. Administrative Services – Henry Gee

J. Senate President's

President Narveson will obtain two tickets to see Supreme Court Justice Sonia Sotomayor at San Jose State, on Monday, October 20 at 4:00 p.m. Since he cannot attend it was suggested that a raffle be held to raise scholarship money for the Senate's scholarship, as Enlace is doing.

President Narveson has completed his time on the Statewide Academic Senate Curriculum Committee and has been appointed to the Transfer and Articulation Committee.

XI. ADJOURNMENT

EVERGREEN VALLEY COLLEGE
A C A D E M I C S E N A T E
MINUTES
September 16, 2014

| | | |
|--|-------------------|---------|
| President | Eric Narveson | Present |
| Vice President | Jack Baker | Present |
| Treasurer | Michael Hernandez | Present |
| Past President | Jack Baker | Present |
| Social Science, Humanities, Arts, & PE | Ambica Gill | Absent |
| Social Science, Humanities, Arts, & PE | Brad Carothers | Present |
| Business & Workforce Development | Michael Hernandez | Present |
| Counseling Services | Martha Hardin | Present |
| Library and Learning Resources | Lorena Mata | Absent |
| Language Arts | Sravani Banerjee | Present |
| Language Arts | Robin Hahn | Present |
| Math, Science, and Engineering | Jack Baker | Present |
| Math, Science, and Engineering | Preeti Srinivasan | Present |
| Nursing & Allied Health | Rozanne Lopez | Present |
| At Large | Nasreen Rahim | Present |
| At Large | John Carrion | Present |
| Adjunct | Steven Graham | Present |
| Adjunct | Lisa Bell | Present |

Guests: Marjorie Clark

I. CALL TO ORDER – The meeting was called to order in the Mishra Conference room at 3:04 p.m.

II. ADOPTION OF AGENDA (5 min.)

Additions/Deletions/Corrections

Items to be Deferred

Adoption of Agenda (Including consent items marked #)

III. APPROVAL OF MINUTES – September 2, 2014 – approved with changes

IV. RECOGNITION AND ANNOUNCEMENT

AFT Faculty Picnic is on September 27.

Transfer Day will be held in Gullo I on September 17.

Constitution Day events are scheduled for Thursday, September 18, in Montgomery Hall at 12:30.

EVC will be hosting a summit on sexual abuse on college campuses on September 30 from 12:30 to 2:00 in Montgomery Hall.

EVC Author's Series begins on September 17.

Groundbreaking ceremonies for the South Campus and Automotive Technology buildings, and the grand-opening of the new Police Department Office and power plant are planned for October 23rd or 24th – final date yet to be decided.

Central Green development is underway.

Bookstore is under new, private management as of Oct. 1. The store is to be relocated back to its original location on the second floor of Gullo I.

President Yong was “embarrassed” by the technical glitches during spring 2014 commencement; is considering hiring a private contractor to handle those tasks.

EVC will have one representative on each of the accreditation teams for Santiago Canyon and American Samoa Community Colleges.

Enrollment is down ~5% .

V. PUBLIC COMMENTS (limited to only three minutes)

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Marjorie Clark distributed copies of the 2014 report to the Board on the status of women at SJCCD, and reminded the Senate of its resolutions regarding SJCC's sexual assault policy. She requested the topic be placed on the next Senate agenda.

VI. COMMITTEE APPOINTMENTS

(Applications are available at the senate meeting but may be previewed in the Academic Senate office.)

A. #Non-Screening Committees (2013-2014)

1. College Technology
2. Budget: Steven Graham
3. College Safety/Facilities
4. Retention Matriculation
5. Staff Development
6. Institutional Effectiveness
7. College Curriculum
8. Archives
9. Graduation
10. Marketing
11. Scholarship
12. Student Services
13. Resource Development
14. District Council
15. Professional Improvement Committee (PIC)
16. PRC
17. District Budget: Steven Graham

B. #Tenure Review Committees

1. **Sylvia Min:** Rachel Lazo (faculty), Cindy Bevan (dean)

C. #Screening Committees

1. **Nursing Instructor:** Azita Tavana

D. #Peer Review Committees

VII. ACTION/DISCUSSION ITEMS (Items with * have related documents posted in Outlook Public: "EVC Academic Senate": "Documents for Meetings")

A. Faculty Peer Evaluation List (Language Arts & Counseling)

The Senate will be reviewing faculty peer-evaluation lists as they are made available.

B. Auditing--*deferred*

C. Resolution Regarding Student Discipline Procedures--*deferred*

D. Crisis Prevention Team--*deferred*

VIII. DISCUSSION ITEMS

A Faculty Hire List

At the last meeting, Senators were advised to provide strong evidence of need, possibly with the aid of the campus analyst, to justify faculty-hire requests. President Narveson gave some examples of what that evidence could consist of, such as the percentage of sections or identifying disciplines with no tenure-track faculty instructors. Additionally, data from program reviews or details as to how a department operated

when it was adequately staffed by full-time faculty can be used to support hiring requests. The list needs to be forwarded to President Yong by the end of October, including the justifications. It will be an action item at the next meeting, or October 21 or November 4, if necessary, which is the absolute deadline for submitting the list.

B. New Brown Act Rules (Timekeeper)

Senator Michael Hernandez volunteered and was confirmed by the Senate to serve as its meeting timekeeper. In keeping with requirements of the new Brown Act, the Senate will now track the official votes of each Senator.

C. Surplus Land Use (Adjacent to EVC)

President Narveson gave more details about the proposal to lease the district land adjacent to EVC for commercial development, including the land presently occupied by the police academy and the District Office. He also reviewed the current plans for campus development and expansion that will be going in the direction of the planned commercial development. Most of the Board discussions have been held in closed session and have not been made public to the campus or the neighboring community. EVC and the surrounding community have not been included the discussions about the potential use of that land President Narveson will keep updated and share the information with the campus as he learns more.

D. Campus Wireless

There have been complaints from students, faculty and staff about the low quality of the campus' wireless connection. Part of the problem preventing widespread coverage is that some of the buildings are slated for demolition and administration does not want to spend the money to upgrade those buildings' wireless. The Campus Technology Committee is aware of and looking into the issue. The Senate will request an update from the CTC.

E. Staff Development Letter

Senator and Chair of the Staff Development Committee Nasreen Rahim distributed a letter from the Chancellor of California Community Colleges to Governor Brown stressing the importance of staff development and support for AB2558.

A motion was made to suspend the rules due to the time constraint and move this to action so it can be voted on. The motion was seconded and appeared to fail with two abstentions from Lisa Bell and Steven Graham.

Another motion was made for a recount on the motion to suspend the rules to make it an action item and

A motion was made to endorse the letter and was seconded. The motion was passed and with two abstentions from Martha Hardin and Steven Graham.

F. Faculty Office Computers

Years ago, the faculty was promised the option of laptop office computers. However, for the past several years laptop computers have been an option when antiquated office computers were replaced, essentially phasing out faculty use of laptops. How, when, or by whom this policy was changed is an open question. President Narveson will contact Steven Mentor, the Chair of the Campus Technology Committee, about this issue, as well as the poor wireless connection on campus. This will be an action/discussion item at the next meeting.

IX. INFORMATION ITEMS

A. Adjunct Senators Election

Three candidates were nominated necessitating an adjunct-faculty election. Ballots will be put into adjunct faculty mailboxes tomorrow and a ballot box will be set up in the mailroom. The election will close September 30.

X. REPORTS (10 min):

Informational/Questions for clarity only, if discussion or action is planned, it will be discussed/acted upon later on the Agenda.

A. College Council-Eric Narveson

1. Steven Graham volunteered to serve as a Senate representative for fall 2014.

C. District Council-Eric Narveson

1. Steven Graham volunteered to serve as a Senate representative for fall 2014.

B. Board of Trustees-Eric Narveson

D. Treasurer's Report-Peggy Gorbach

E. College Committees (1 minute @)

1. All College Curriculum: Janice Toyoshima, Chair
2. Campus Technology: Steve Mentor, Chair
3. Budget Committee: Henry Gee, Chair
4. Safety/Facilities: Ken Tarquinio, Chair
5. Staff Development: Nasreen Rahim, Chair
6. Retention/Matriculation: Emily Banh, Chair
7. Institutional Effectiveness: RJ Ruppenthal, Chair

F. Senate Committees

1. Executive Committee
2. College Council
3. District Council
4. Marketing Committee: Robin Hahn, Steve Graham
5. Student Behavior Management: Jack Baker, Michael Hernandez, Brad Carothers, Rick Wagner

G. Accreditation

H. AFT 6157

I. Administrative Services – Henry Gee

J. President's

The AB 86 consortium has requested a faculty representative from the District. Phil Crawford volunteered to be a part of the consortium.

Information regarding the Exemplary Awards from the State Senate was distributed and e-copies will be sent out tomorrow with more information.

President Narveson attended the Transfer and Articulation meeting in Southern California.

XI. ADJOURNMENT – The meeting was adjourned at 4:58 p.m.

EVERGREEN VALLEY COLLEGE
A C A D E M I C S E N A T E
DRAFT MINUTES
October 7, 2014

| | | |
|--|-------------------|---------|
| President | Eric Narveson | Present |
| Vice President | Jack Baker | Present |
| Treasurer | Michael Hernandez | Present |
| Past President | Jack Baker | Present |
| Social Science, Humanities, Arts, & PE | Ambica Gill | Absent |
| Social Science, Humanities, Arts, & PE | Brad Carothers | Present |
| Business & Workforce Development | Michael Hernandez | Absent |
| Counseling Services | Martha Hardin | Present |
| Library and Learning Resources | Lorena Mata | Absent |
| Language Arts | Sravani Banerjee | Present |
| Language Arts | Robin Hahn | Present |
| Math, Science, and Engineering | Jack Baker | Present |
| Math, Science, and Engineering | Preeti Srinivasan | Present |
| Nursing & Allied Health | Rozanne Lopez | Present |
| At Large | Nasreen Rahim | Present |
| At Large | John Carrion | Present |
| Adjunct | Steven Graham | Absent |
| Adjunct | Lisa Bell | Present |

Guests: Keith Aytch, Marjorie Clark, Henry Gee, Dennis Wiley

I. CALL TO ORDER: President Narveson called the meeting to order at 3:07 p.m. in the Mishra conference room.

II. ADOPTION OF AGENDA (5 min.)

Additions/Deletions/Corrections

Items to be Deferred

Adoption of Agenda (Including consent items marked #)

III. APPROVAL OF MINUTES – September 16, 2014 – approved unanimously with changes

IV. RECOGNITION AND ANNOUNCEMENTS

There will be a ground breaking ceremony for the Automotive Technology and the South Campus building on October 30.

The Summit on Sexual Assault event was well attended and there will be a follow-up in November.

Professor Rachel Lazo will be speaker at the next Authors Series on October 22, at 13:30 in Montgomery Hall.

V. PUBLIC COMMENTS (limited to only three minutes)

This portion of the meeting is reserved for any item not on the agenda. The law does not permit action or extended discussion of any item not on the agenda except under special circumstances. If Senate action is required, it can be placed on the agenda for the next meeting.

VI. COMMITTEE APPOINTMENTS

(Applications are available at the senate meeting but may be previewed in the Academic Senate office.)

A. #Non-Screening Committees (2013-2014)

1. College Technology
2. Budget
3. College Safety/Facilities
4. Retention Matriculation

5. Staff Development
 6. Institutional Effectiveness
 7. College Curriculum
 8. Archives
 9. Graduation
 10. Marketing
 11. Scholarship
 12. Student Services
 13. Resource Development
 14. District Council
 15. Professional Improvement Committee (PIC)
 16. PRC: Jose Valentin
 17. District Budget
- B. #Tenure Review Committees**
C. #Screening Committees
D. #Peer Review Committees

VII. ACTION/DISCUSSION ITEMS

A. Faculty Peer Evaluation List (Math, Science, Engineering & Counseling)

There is confusion about the peer evaluation process in the Counseling division and clarification is needed before the Senate can approve their list. A motion was made to approve the list from the Math, Science, Engineering and wait until more clarification about Counseling's list. *The motion was seconded and approved unanimously.*

B. Auditing

There has been little input from the divisions about class auditing. There was discussion about how better to get more opinions from all the divisions. A recommended change in the catalog was made in the Senate last semester. President Narveson will contact Dean Octavio Cruz about the wording in the catalog.

C. Resolution Regarding Student Discipline Procedures – deferred

D. Crisis Prevention Team – deferred

E. Campus Wireless

Senator Robin Hahn gave a report on the present state of campus wireless. She stated that the CTC is also working on this. A recommendation was made to invite Steven Mentor, the Chair of the CTC, to discuss this further. Senator Nasreen Rahim, who is also on the CTC, will also provide more information. President Narveson would like to have a resolution written about campus wireless.

F. Faculty Computers

Vice President Jack Baker reported that he has a resolution that was written by Professor William Silver about faculty having the choice between a desktop or a laptop computer for their offices. President Narveson suggested that a resolution be crafted, and, within the resolution, it should be stated that this choice is actually in the policy that was enacted years ago and should be adhered to. It was suggested that Steven Mentor also address this topic.

VIII. DISCUSSION ITEMS

A Faculty Hire List

A suggestion was made that a framework be developed to aid in the creation of a list to present to administration for faculty hires. There were six positions submitted to the Senate by their constituents

Senators were asked to send more faculty position justifications to the Academic Senate office so that all the requests can be discussed. A large portion of time will be dedicated to this topic at the next meeting.

B. Adjunct Pay for Committee Work – *deferred*

C. Adjacent Land Use (EVC)

President Narveson has requested that President Yong hold at least two forums on campus on the land use topic either this month or next. He has met with the Chancellor about this and she said that some of the plans being made do include the college. The topic is still being discussed by the Board in closed session.

D. Council on the Status of Women Report

Professor Marjorie Clark gave a report on the Council. She also stated that the District is forming its own committee. She gave background and history of the committee. Some of the concerns she listed were crimes against women on campus, the decline in the numbers of police officers, discrimination policy, non-compliance of Title IX, the SAVE Act, no procedures for discrimination/sexual harassment posted in classroom and violation of the Clery Act. Professor Clark also relayed that the Chancellor of the California Community College advises that each campus have a sexual assault advocate. President Narveson distributed his concerns and suggested changes to the wording to the First Annual Report to the Board of Trustees, Chancellor, and President, July 8, 2014.

E. Service Learning Report

Director of the Service Learning Center, Marjorie Clark, updated the Senate of the Service Learning program. The program now has a temporary office worker. The office is open on Monday, Tuesday, Thursday from 10:00 to 2:00 and Wednesday from 8:00 to 12:30.

F. District Academic Senate - *deferred*

IX. INFORMATION ITEMS

A. Adjunct Senators Election Results (moved to action)

B. Academic Affairs Report

Vice President of Academic Affairs Keith Aytch updated the Senate on various items. There will be 15 comprehensive program reviews coming soon. Lynette Apen and Felicia Mesa are currently chairing the Institutional Effectiveness Committee. There will be an accreditation luncheon on October 29, from 12:00 to 1:00 in Gullo II sponsored by the Teaching and Learning committee. There are problems launching CurricUNET because of a change of personnel at that company. Also, the college is 100% in compliance with the AT degrees.

C. Soccer Team Issue Fall '13 – *removed*

D. District Crime Communication

Concern was expressed for the lack of communication to the District when there is a crime committed on campus as well as information on follow-up and disposition. One idea was to write a resolution recommending more communication. This will be further discussed at the next meeting.

X. REPORTS (10 min):

Informational/Questions for clarity only, if discussion or action is planned, it will be discussed/acted upon later on the Agenda.

A. College Council-Eric Narveson

C. District Council-Eric Narveson

B. Board of Trustees-Eric Narveson

D. Treasurer's Report-Michael Hernandez

E. College Committees (1 minute @)

1. All College Curriculum: Janice Toyoshima, Chair
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F. Senate Committees

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4. Marketing Committee: Robin Hahn, Steve Graham
5. Student Behavior Management: Jack Baker, Michael Hernandez, Brad Carothers, Rick Wagner

G. Accreditation

H. AFT 6157

I. Administrative Services

Vice President of Administrative Services Henry Gee was available at the meeting to address questions. He explained that he is budgeting to improve wireless access and it is being done in stages. He said that it should be happy in the next two years. There is also a better firewall being planned, as well as updating the wire infrastructure. Mr. Gee will give another update next month.

J. Presidents

XI. ADJOURNMENT

EVERGREEN VALLEY COLLEGE
A C A D E M I C S E N A T E
MINUTES
October 21, 2014

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| Library and Learning Resources | Lorena Mata | Present |
| Language Arts | Sravani Banerjee | Present |
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| Math, Science, and Engineering | Jack Baker | Present |
| Math, Science, and Engineering | Preeti Srinivasan | Present |
| Nursing & Allied Health | Rozanne Lopez | Absent |
| At Large | Nasreen Rahim | Absent |
| At Large | John Carrion | Present |
| Adjunct | Steven Graham | Present |
| Adjunct | Lisa Bell | Present |

Guests: Rebecka Bruno, Tasean Clark, Jerry Green, Keenan Norris, Flora Payne, Stefan Salonga, Christine Tellez

I. CALL TO ORDER – President Narveson called the meeting to order in the Mishra Room at 3:06 p.m.

II. ADOPTION OF AGENDA (5 min.)

Additions/Deletions/Corrections

Items to be Deferred

Adoption of Agenda (Including consent items marked #)

III. APPROVAL OF MINUTES – October 7, 2014 – approved with changes.

IV. RECOGNITION AND ANNOUNCEMENTS

Rachel Lazo will be presenting tomorrow in Montgomery Hall, 12:30 to 1:30 as part of the Author’s Series.

The annual “Spooktacular” event will be held next week.

V. PUBLIC COMMENTS (limited to only three minutes)

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VI. COMMITTEE APPOINTMENTS

(Applications are available at the senate meeting but may be previewed in the Academic Senate office.)

A. #Non-Screening Committees (2013-2014)

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10. Marketing
11. Scholarship
12. Student Services
13. Resource Development
14. District Council
15. Professional Improvement Committee (PIC)
16. PRC
17. District Budget

B. #Tenure Review Committees

C. #Screening Committees

1. CalWorks/Win Program Specialist: Andrea Mena

D. #Peer Review Committees

VII. ACTION/DISCUSSION ITEMS

A. Faculty Peer Evaluation List (Counseling)

The Senate received a revised faculty peer-evaluation list from the Counseling Division. Senator Hardin indicated that this list addressed faculty concerns with the previous list from the division's Dean. A motion was made to approve the list. The motion was seconded and passed unanimously.

B. Auditing – Deferred

C. Crisis Prevention Team – Deferred

D. Campus Wireless – Deferred.

E. Faculty Computers – Deferred

F. Sexual Harassment Report – Removed

VIII. DISCUSSION ITEMS

A Faculty Hire List

In September, President Yong asked the Senate for recommendations regarding faculty hires for 2015. The number of and timeline for these hires has yet to be announced. Senators were to consult with their constituent colleagues and submit hiring requests to the Senate for consideration. In a departure from the past, hiring requests were also to include written justifications. Twelve requests were received and the written justifications for each were distributed. The Senate discussed the hiring needs for each division and the college, along with the submitted justifications. The Senate agreed all 12 requested positions represented needed to hire faculty, therefore all twelve should be advanced to the President but ranked in order of their importance. Each Senator submitted a ranked-order tally of the 12 positions. President Narveson totaled the tallies. The Senate endorsed the resulting recommendations (presented below) and directed President Narveson to present them to President Yong and the College Council.

- | | |
|----------------|--------------------------|
| 1. English | 7. Engineering/Surveying |
| 2. Mathematics | 8. Art: 3D Sculpture |
| 3. Reading | 9. English |
| 4. Biology | 10. Mathematics |
| 5. Library | 11. Art History |
| 6. Physics | 12. Transfer Counselor |

B. Adjunct Pay for Committee Work – *deferred*

C. Adjacent Land Use (adjacent to EVC)

There is still no additional information about the development plans for the land next to the campus. EVC President Yong and Senate President Narveson will be holding two forums for the campus community on November 3, 12:00-1:00, in Gullo II, and December 4, 2:30 – 3:30, in Gullo II. They are also working together on creating a Survey Monkey™ survey for the campus community, including students, to determine how much they know about the plans for the land. It was recommended that the survey be written in languages other than English, as well. It will eventually be shared with the community surrounding the college.

D. District Academic Senate

The SJCC Academic Senate is still discussing the possibility of creating a District Senate. The duties of a District Senate and its relationship with the college senates have yet to be defined. One benefit to having a District Senate is that the District would have one more vote at the ASCCC State Plenary Sessions. A suggestion was made to form an exploratory committee to discuss this further. It will be on the next agenda.

E. Resolution Regarding Student Discipline Procedures - *deferred*

F. District Police Crime Communication

District police currently notify the district community via e-mail, text messages, and voice mail, about events occurring at either college or the District Office. Concern was expressed about a lack of follow-up to those communications. A suggestion was made to write a resolution specifically asking for follow-up information after incidents are reported. It was also suggested that the Senate simply express its concerns to the district police. President Narveson and Senator Brad Carothers will work together to draft a resolution. It will be an action/discussion item at the next meeting.

G. AB 86 Consortium Steering Committee Membership (faculty)

President Narveson distributed a letter from the SJCC Academic Senate to the Board of Trustees asking that the Board request the Work Force Institute include a faculty member on its steering committee. The committee currently is comprised of administration. The letter also reminds the Board that matters of student success, educational planning, curricular design, and professional matters fall under the purview of local Academic Senates as stated in Title V. President Narveson will consult with Senate Presidents of other colleges for their opinions at upcoming state events he will be attending a soon. This will be on the next agenda.

IX. INFORMATION ITEMS

A. AFFIRM Presentation (Study Abroad Update)

AFFIRM Coordinator, Flora Payne and Professor Keenan Norris and several AFFIRM students gave a presentation about the trip they took to Belize this past summer. The students who traveled to Belize shared their experiences, and how the study abroad trip affected them and what they learned. Two other students spoke about their hopes of attending an upcoming study abroad session to Cuba next, which will be in June, and what they expect to learn from attending. AFFIRM will be holding fundraisers soon.

B. Role of the Dean in Student Complaints Regarding Faculty

Professor Stefan Solanga asked the Senate to investigate the role of the deans in dealing with student complaints and to clarify the process. President Narveson will determine how much of the

students-complaint procedure lies within the purview of the union vs. the Senate. He also will speak with Vice President of Student Services Irma Archuleta regarding the process and will report to the Senate.

X. REPORTS (10 min):

Informational/Questions for clarity only, if discussion or action is planned, it will be discussed/acted upon later on the Agenda.

A. College Council-Eric Narveson

C. District Council-Eric Narveson

B. Board of Trustees-Eric Narveson

D. Treasurer's Report-Michael Hernandez

E. College Committees (1 minute @)

1. All College Curriculum: Janice Toyoshima, Chair

2. Campus Technology: Steve Mentor, Chair

3. Budget Committee: Henry Gee, Chair

4. Safety/Facilities: Ken Tarquinio, Chair

5. Staff Development: Nasreen Rahim, Chair

6. Retention/Matriculation: Emily Banh, Chair

7. Institutional Effectiveness: RJ Ruppenthal, Chair

F. Senate Committees

1. Executive Committee

2. College Council

3. District Council

4. Marketing Committee: Robin Hahn, Steve Graham

5. Student Behavior Management: Jack Baker, Michael Hernandez, Brad Carothers, Rick Wagner

G. Accreditation

H. AFT 6157

I. Administrative Services – Henry Gee

J. President's

XI. ADJOURNMENT – The meeting was adjourned at 4:55 p.m.

EVERGREEN VALLEY COLLEGE
A C A D E M I C S E N A T E
MINUTES
November 4, 2014

| | | |
|--|-------------------|---------|
| President | Eric Narveson | Present |
| Vice President | Jack Baker | Present |
| Treasurer | Michael Hernandez | Present |
| Past President | Jack Baker | Present |
| Social Science, Humanities, Arts, & PE | Ambica Gill | Absent |
| Social Science, Humanities, Arts, & PE | Brad Carothers | Present |
| Business & Workforce Development | Michael Hernandez | Present |
| Counseling Services | Martha Hardin | Present |
| Library and Learning Resources | Lorena Mata | Present |
| Language Arts | Sravani Banerjee | Present |
| Language Arts | Robin Hahn | Present |
| Math, Science, and Engineering | Jack Baker | Present |
| Math, Science, and Engineering | Preeti Srinivasan | Present |
| Nursing & Allied Health | Rozanne Lopez | Present |
| At Large | Nasreen Rahim | Present |
| At Large | John Carrion | Present |
| Adjunct | Steven Graham | Present |
| Adjunct | Lisa Bell | Present |

Guests: Rob Knight and Dennis Wyatt

I. CALL TO ORDER President Narveson called the meeting to order in the Mishra Room at 3:06 p.m.

II. ADOPTION OF AGENDA (5 min.)
Additions/Deletions/Corrections
Items to be Deferred
Adoption of Agenda (Including consent items marked #)

III. APPROVAL OF MINUTES
October 21, 2014 minutes were approved as submitted, with one abstention from Rozanne Lopez.

IV. RECOGNITION AND ANNOUNCEMENTS

Author's Series: Lee Herrick will be presenting from 12:30 to 1:30 in Montgomery Hall tomorrow.

Rachel Lazo gave an enjoyable presentation at the Authors' Series event.

The "Know Your Reg Date" event will be held tomorrow, in the Student Services Platform from 12:30 to 2:30.

"Wherever There's a Fight: History of Civil Liberties in California", is running now through January 2015 in the Library.

The Automotive Technology building, new Campus Police Building, and South Campus Buildings had their groundbreaking ceremony with many dignitaries in attendance.

Tesla and the University of Nevada will be visiting the Automotive Department to observe what type of training is provided.

The Library won first place in the Spooktacular event.

V. PUBLIC COMMENTS (limited to only three minutes)

Student Dennis Wyatt announced that during the next two weeks there will be a table informing students about Title IX, and how to deal with sexual assault and rape. He stated that this information needs to be posted in classrooms and provided fliers for posting to interested Senators.

VI. COMMITTEE APPOINTMENTS

(Applications are available at the senate meeting but may be previewed in the Academic Senate office.)

A. #Non-Screening Committees (2013-2014)

1. College Technology
2. Budget
3. College Safety/Facilities
4. Retention Matriculation
5. Staff Development
6. Institutional Effectiveness: Lynette Apen and Felicia Mesa
7. College Curriculum
8. Archives
9. Graduation
10. Marketing
11. Scholarship
12. Student Services
13. Resource Development
14. District Council
15. Professional Improvement Committee (PIC)
16. PRC
17. District Budget

B. #Tenure Review Committees

C. #Screening Committees

D. #Peer Review Committees

VII. ACTION/DISCUSSION ITEMS

A. Auditing

Faculty members in several departments were reported to have no interest in allowing auditing or were strongly opposed to it. After a brief discussion, a motion was made in support of the district's current policy of no auditing. The motion was seconded and passed with abstentions from Lisa Bell and Lorena Mata. President Narveson will speak to Dean of Enrollment Octavio Cruz about including in the college catalog the clearer auditing policy-statement approved by the Senate last.

B. Crisis Prevention Team – *deferred*

C. Campus Wireless

Senator Robin Hahn received an email from Steven Mentor, Chair of the CTC, and reported that there are two unknowns: how much work needs to be done to fix the problems in Roble and Acacia, and how to pay for upgrades. Dr. Mentor will attend the next Senate meeting to discuss this further.

D. Faculty Computers – *no action*

E. District Police Crime Communication

President Narveson distributed a resolution requesting that the District Police provide follow-up information to the EVC community after issuing safety alerts and warnings. The resolution was discussed and changes were made. This will be on the next agenda as an action item.

VIII. DISCUSSION ITEMS

A. **Adjunct Pay for Committee Work**

Senator Steven Graham distributed a resolution requesting that adjunct faculty members be compensated for their committee work. He would like the support of the Senate. This will be an action item on the next agenda.

B. **Adjacent Land Use (adjacent to EVC)**

President Narveson reported on the forum held last week. He stated that the survey sent out to the campus community was invalidated because individuals had unlimited opportunities to answer the survey and potentially skew the results. There will be an additional forum on December 4, in Gullo II, at 2:30 p.m. A suggestion was made to invite the press and surrounding community to attend. Additional forums at different times of the day are planned. This will remain on the agenda as a placeholder.

C. **District Academic Senate**

There is continuing dialog about forming a District Academic Senate, which many multi-college districts have. Details as to the jurisdiction and duties of a District Senate haven't been addressed but it would give the SJECCD faculty one more vote at State Senate Plenary Sessions.

D. **Resolution Regarding Student Discipline Procedures – *deferred***

E. **AB 86 Consortium Steering Committee Membership (faculty)**

President Narveson reported that members of AB86 Consortium Steering Committee were at the last Board meeting and were not in favor of having faculty members on that committee. The Board did not support faculty representation on the highest steering committee level and voted 4-3 against having faculty on that committee. Faculty members will be still included on the lower levels of planning committees.

F. **Faculty Hiring Process**

Vice President Jack Baker noted how smoothly the Senate's development of the 2015 faculty hire-recommendation list went, and credited requiring written justifications as key to the decision process. He also suggested including reference to current program reviews in the justifications, which would also satisfy a criterion of the accreditation committee. It was proposed that in the future, the Senate issue calls for possible faculty hires that include criteria to help department faculty justify their requests and guide the Senate in its deliberations on those requests. A subcommittee was formed to look into the process. Senators Jack Baker, Sravani Banerjee and Michael Hernandez volunteered to serve. The deans' hiring list will be out later this week.

IX. INFORMATION ITEMS

A. **Online Course System**

Math Professor, Rob Knight gave a presentation on an education platform that he developed called My Class Text. Dr. Knight's application uses open source textbooks and videos to help students learn. He made presentations to SJCC and to the Board of Trustees. He is still working with his developer and considers this a pilot project. There are currently some instructors putting together classes using the application and he envisions more use by fall, 2015. The application can be used for classroom, online, and hybrid course management.

B. **Role of the Dean in Student Complaints regarding Faculty – *deferred***

X. **REPORTS (10 min):**

Informational/Questions for clarity only, if discussion or action is planned, it will be discussed/acted upon later on the Agenda.

A. **College Council**-Eric Narveson

C. **District Council**-Eric Narveson

B. **Board of Trustees**-Eric Narveson

D. **Treasurer's Report**-Michael Hernandez

E. College Committees (1 minute @)

1. All College Curriculum: Janice Toyoshima, Chair
2. Campus Technology: Steve Mentor, Chair
3. Budget Committee: Henry Gee, Chair
4. Safety/Facilities: Ken Tarquinio, Chair
5. Staff Development: Nasreen Rahim, Chair
6. Retention/Matriculation: Emily Banh, Chair
7. Institutional Effectiveness: RJ Ruppenthal, Chair

F. Senate Committees

1. Executive Committee
2. College Council
3. District Council
4. Marketing Committee: Robin Hahn, Steve Graham
5. Student Behavior Management: Jack Baker, Michael Hernandez, Brad Carothers, Rick Wagner

G. Accreditation

H. AFT 6157

I. Administrative Services – Henry Gee

J. President's

The Chancellor will be on campus on Friday, November 7, for a brown bag meet-and-greet from 11:00-1:00 in the Mishra Room.

The President is having a coffee and pumpkin pie mixer from 2:30 - 3:30 in the Mishra Room on November 6.

There will be another brown bag meet-and-greet with the Chancellor on November 26, from 11:00 to 1:00 which will include a campus tour and finish in the in the Mishra Room.

There will be a Board meeting on the EVC campus on November 26 in Gullo II. EVC programs will be showcased.

President Yong will be hosting a holiday reception on December 11, in the Student Services lobby from 12:00 to 2:30 on

There is a search committee being formed for the IESS Vice Chancellor and President Yong will be chairing it.

The fence surrounding the solar farm has been vandalized repeatedly, and a solution for preventing more damage is being sought.

Music professor Betty Ann Owren is retiring at the end of the semester.

The Enrollment Management Task Force is moving towards being a formal committee and more faculty representatives are needed.

President Narveson is considering reviving agenda meetings for the Executive Committee of the Senate to be held on 2nd and 4th Tuesdays.

The State Executive Committee will be meeting in San Jose in February.

Senate leadership training will be held in San Jose in summer.

Plenary Session will be local this spring.

XI. ADJOURNMENT: The meeting was adjourned at 5:05 p.m.

EVERGREEN VALLEY COLLEGE
A C A D E M I C S E N A T E
MINUTES
November 18, 2014

| | | |
|--|-------------------|---------|
| President | Eric Narveson | Present |
| Vice President | Jack Baker | Present |
| Treasurer | Michael Hernandez | Present |
| Past President | Jack Baker | Present |
| Social Science, Humanities, Arts, & PE | Ambica Gill | Absent |
| Social Science, Humanities, Arts, & PE | Brad Carothers | Present |
| Business & Workforce Development | Michael Hernandez | Present |
| Counseling Services | Martha Hardin | Present |
| Library and Learning Resources | Lorena Mata | Present |
| Language Arts | Sravani Banerjee | Absent |
| Language Arts | Robin Hahn | Present |
| Math, Science, and Engineering | Jack Baker | Present |
| Math, Science, and Engineering | Preeti Srinivasan | Present |
| Nursing & Allied Health | Rozanne Lopez | Present |
| At Large | Nasreen Rahim | Present |
| At Large | John Carrion | Absent |
| Adjunct | Steven Graham | Present |
| Adjunct | Lisa Bell | Present |

Guests: Steven Mentor and Stefan Salonga

I. CALL TO ORDER President Narveson called the meeting to order in the Mishra Room at 3:08 p.m.

II. ADOPTION OF AGENDA (5 min.)
 Additions/Deletions/Corrections Action Item: Resolution Regarding Student Discipline Procedures
 Items to be Deferred: Discussion item:
 Crisis Prevention Team Role of the Dean in Student Complaints Regarding Faculty

Adoption of Agenda (Including consent items marked #) The agenda was approved with changes.

III. APPROVAL OF MINUTES – The November 4, 2014 minutes were approved with changes.

IV. RECOGNITION AND ANNOUNCEMENTS

An updated version of Moodle™ (Moodle 2.7) will start during this coming intersession and Senators were reminded to back up their courses. Training and a “sand box” are now available.

The EVC Library will be participating in the Silicon Valley Reads and the theme will be, “Homeland and Home: The Immigrant Experience.” There will be three authors coming to speak on the topic and the event will be held Friday, March 27th, 2015, inside of the Library.

The EVC Library will also be having an ugly sweater contest, which will be on display in the LRC building.

Staff Development funds will be available during intersession and spring 2015 until the funds run out. Tenured and tenure-track faculty members are eligible for \$500 and adjunct faculty members for \$250. Senators are encouraged to share this with their divisions.

The Associated Students have contracted with SJSU to use the extended study hours at the Martin Luther King Library during finals.

District ID cards are being issued by Admissions and Records and will be needed to access copy machines.

Faculty and staff parking permits need to be renewed. The permits can be ordered online via MyWeb.

V. PUBLIC COMMENTS (limited to only three minutes)

This portion of the meeting is reserved for any item not on the agenda. The law does not permit action or extended discussion of any item not on the agenda except under special circumstances. If Senate action is required, it can be placed on the agenda for the next meeting.

VI. COMMITTEE APPOINTMENTS

(Applications are available at the senate meeting but may be previewed in the Academic Senate office.)

A. #Non-Screening Committees (2013-2014)

1. College Technology
2. Budget
3. College Safety/Facilities
4. Retention Matriculation
5. Staff Development
6. Institutional Effectiveness
7. College Curriculum
8. Archives
9. Graduation
10. Marketing
11. Scholarship
12. Student Services
13. Resource Development
14. District Council
15. Professional Improvement Committee (PIC)
16. PRC
17. District Budget

B. #Tenure Review Committees

C. #Screening Committees

1. **Associate Dean of Student Services:** Azita Tavara and Charlie Kahn-Lomax

D. #Peer Review Committees

1. **Melody Barta:** David Eisenberg

VII. ACTION/DISCUSSION ITEMS (Items with * have related documents posted in Outlook Public:

“EVC Academic Senate”: “Documents for Meetings”)

A. Crisis Prevention Team

President Narveson sent the Senate resolution (adopted November 4th) to Vice Chancellor Doug Smith about making public follow-up reports, via email and texts, when the District issues alerts. Since then, the District has been issuing follow-up reports. *No action taken*

B. Campus Wireless

Professor and Chair of the Campus Technology Committee Steven Mentor gave a brief report from the committee and addressed Senate questions and concerns about campus technology issues, especially regarding wireless access. He reported that the charge of the committee is to promote better delivery of pedagogy using technology to help students learn. The committee has historically been reactive and Dr. Mentor would like to see it become more proactive. He would like input from the Senate on faculty needs. He explained that the committee’s number one priority is improving campus wireless, especially in Roble and Acacia. He feels that the poor wireless access will cause the campus to lose students, and that it is something prospective students take into consideration when choosing colleges. He urged the Senate to pay particular attention to this situation. Training and its delivery is another issue the committee will be

working on. Vice Chancellor Ben Seabury will be invited to the next meeting to further explain technology concerns and answer questions. *No action taken.*

C. Faculty Computers *No action taken*

Dr. Mentor also addressed the lack of laptops for faculty, as well as using tablets versus laptop and desktop for more mobile computing. The CTC is also working on better ways to get feedback from faculty about computer issues. The roll out of Office 365™ is about to happen and training will be needed for that. No progress was reported about having a campus portal. It was suggested a budget line item be added for campus computing. The challenge of updating technology in laboratories was raised. The campus definition of technology is too narrow, emphasizing computers and data projectors, and ignores the multiple ways technology is used in science, engineering and other technical fields. Technology in the lab is typically categorized as capital outlay, but this equipment should be part of the technology plan, including in scheduled upgrades. The issue of limited administrator rights was discussed. It is often cumbersome to start up computers or impossible to run popular applications because the computers need routine updates or simple settings changes that faculty are blocked from running. Vice Chancellor Ben Seabury will be invited to the next meeting to further address technology concerns and answer questions. Dr. Mentor will report the Senate discussion at the next CTC, and report back to President Narveson. For future Senate meetings the computing and campus wireless issues will be compressed into one agenda item titled campus technology. Senator Michael Hernandez will craft a resolution about campus technology.

D. Adjunct Pay for Committee Work

A resolution in support of paying adjunct faculty for their committee work was submitted by Senator Steven Graham and discussed at the November 4th Senate meeting. The resolution was further discussed and editorial suggestions were accepted by its author. A motion was made to adopt the resolution with changes. The motion was seconded and passed unanimously. The resolution will be forwarded to President Yong and Chancellor Cepeda.

VIII. DISCUSSION ITEMS

A. Adjacent Land Use (adjacent to EVC)

Additional information will be published after the Board meeting when it is on their agenda. There is a forum about land use scheduled for December 4, at 2:30 in Gullo II.

B. District Academic Senate

There is still discussion going on regarding the formation of a District Academic Senate and plans for a joint meeting of the EVC and SJCC Senates in spring. There are concerns about the jurisdiction of this new Senate. President Narveson believes eight members would be sufficient for a District Senate and that its president would be elected by those eight. Various possible scenarios were discussed. A suggestion was made to create a subcommittee to explore this and President Narveson will discuss this with the SJCC Academic Senate President Jesus Covarrubias.

C. Resolution Regarding Student Discipline Procedures – tabled

IX. INFORMATION ITEMS

A. Role of the Dean in Student Complaints regarding Faculty - deferred

B. Catalog Language Protecting Faculty

Professor Stefan Salonga distributed two versions of statements in the EVC catalog. The older version contained language that prohibits students applying undue pressure on instructors to change their grades. The more recent edition omitted this statement. The originator of the change is unknown. Professor Salonga would like the Senate's support in restoring omitted statement to future catalogs. It was suggested that the

administration be reminded that some catalog items fall under the purview of the Senate and the Senate should be part of the catalog statement approval process. This will be a discussion item on the next agenda.

X. REPORTS (10 min):

Informational/Questions for clarity only, if discussion or action is planned, it will be discussed/acted upon later on the Agenda.

A. College Council-Eric Narveson

C. District Council-Eric Narveson

B. Board of Trustees-Eric Narveson

D. Treasurer's Report

Treasurer Michael Hernandez distributed dues and scholarship request forms to the Senate.

E. College Committees (1 minute @)

1. All College Curriculum: Janice Toyoshima, Chair

2. Campus Technology: Steve Mentor, Chair

3. Budget Committee: Henry Gee, Chair

4. Safety/Facilities: Ken Tarquinio, Chair

5. Staff Development: Nasreen Rahim, Chair

6. Retention/Matriculation: Emily Banh, Chair

7. Institutional Effectiveness: Lynnette Apen and Felicia Mesa, Co-chairs

F. Senate Committees

1. Executive Committee

2. College Council

3. District Council

4. Marketing Committee: Robin Hahn, Steve Graham

5. Student Behavior Management: Jack Baker, Michael Hernandez, Brad Carothers, Rick Wagner

G. Accreditation

H. AFT 6157

I. Administrative Services – Henry Gee

J. President's

David Yancey will be attending the next Senate meeting.

Faculty representatives are needed to serve on the Student Grievance Board. The Senate selected Lisa Bell and Steven Graham's and their names will be forwarded to Vice President Archuleta as members.

At the next meeting, the Senate will need to form its Executive Committee, and decide if there will be a second Senate meeting in December.

Faculty members are needed to serve on various screening committees and a request to faculty will be emailed.

President Narveson distributed the faculty hiring recommendations approved the Deans' and the Senate's.

President Narveson distributed a list of upcoming Senate events.

XI. ADJOURNMENT the meeting was adjourned at 5:08

EVERGREEN VALLEY COLLEGE
A C A D E M I C S E N A T E
MINUTES
December 2, 2014

| | | |
|--|-------------------|---------|
| President | Eric Narveson | Present |
| Vice President | Jack Baker | Present |
| Treasurer | Michael Hernandez | Absent |
| Past President | Jack Baker | Present |
| Social Science, Humanities, Arts, & PE | Ambica Gill | Absent |
| Social Science, Humanities, Arts, & PE | Brad Carothers | Present |
| Business & Workforce Development | Michael Hernandez | Absent |
| Counseling Services | Martha Hardin | Present |
| Library and Learning Resources | Lorena Mata | Absent |
| Language Arts | Sravani Banerjee | Present |
| Language Arts | Robin Hahn | Absent |
| Math, Science, and Engineering | Jack Baker | Present |
| Math, Science, and Engineering | Preeti Srinivasan | Present |
| Nursing & Allied Health | Rozanne Lopez | Present |
| At Large | Nasreen Rahim | Present |
| At Large | John Carrion | Present |
| Adjunct | Steven Graham | Present |
| Adjunct | Lisa Bell | Present |

I. CALL TO ORDER – President Narveson called the meeting to order in the Mishra room at 3:05 PM.

II. ADOPTION OF AGENDA (5 min.)

Additions/Deletions/Corrections

Items to be Deferred

Adoption of Agenda (Including consent items marked #) - MSP, as amended

III. APPROVAL OF MINUTES – November 18, 2014 - *deferred*

IV. RECOGNITION AND ANNOUNCEMENTS

Nasreen Rahim reported that old Moodle™ links are available. She reminded faculty members that they must back-up their old files before the end of December or those materials will be lost.

President Narveson reported that there is no new public information regarding the potential development of the land adjacent to EVC; Chancellor Cepeda has scheduled a meeting with him; development intentions may be announced at the 12/09/14 Board meeting.

V. PUBLIC COMMENTS (limited to only three minutes)

This portion of the meeting is reserved for any item not on the agenda. The law does not permit action or extended discussion of any item not on the agenda except under special circumstances. If Senate action is required, it can be placed on the agenda for the next meeting.

VI. COMMITTEE APPOINTMENTS

(Applications are available at the senate meeting but may be previewed in the Academic Senate office.)

A. #Non-Screening Committees (2014-2015)

1. College Technology
2. Budget
3. College Safety/Facilities
4. Retention Matriculation
5. Staff Development
6. Institutional Effectiveness
7. College Curriculum

8. Archives
9. Graduation
10. Marketing
11. Scholarship
12. Student Services
13. Resource Development
14. District Council
15. Professional Improvement Committee (PIC)
16. PRC
17. District Budget

B. #Tenure Review Committees

C. #Screening Committees

1. **Program Assistant for Service Learning Program:** Marjorie Clark and Robin Salak
2. **Senior Administrative Assistant for Dean of Enrollment:** Beverly Stewart.
3. **Academic Skills/Tutoring Center Instructor:** Nasreen Rahim

D. #Peer Review Committees

VII. ACTION/DISCUSSION ITEMS (Items with * have related documents posted in Outlook Public: "EVC Academic Senate": "Documents for Meetings")

A. Adjacent Land Use (adjacent to EVC) – *deferred*

B. District Academic Senate - *deferred*

C. Crisis Prevention Team – *deferred*

D. Executive Committee

By-laws stipulate the President, Vice President, Treasurer and two other Senators elected by the Senate serve on the Executive Subcommittee of the Senate. Steven Graham and Martha Hardin were elected, by unanimous vote, to serve with Senator officers Narveson, Baker, and Hernandez.

E. Senate Meeting

A motion was made to schedule one more and the final Senate meeting of 2014 for December 16th, at the usual time, 3:00-5:00 PM. *The motion was seconded and passed with one abstention from Senator Steven Graham.*

VIII. DISCUSSION ITEMS

A. Catalog Language Protecting Faculty – *deferred*

B. Resolution Regarding Student Discipline Procedures – *deferred*

IX. INFORMATION ITEMS

A. Role of the Dean in Student Complaints Regarding Faculty – *deferred*

B. AB 86 Consortium Update – *deferred*

IX a. CLOSED SESSION INFORMATION ITEM

A. AFT 6157 Contract Consultation with Academic Senate – *deferred*

X. REPORTS (10 min):

Informational/Questions for clarity only, if discussion or action is planned, it will be discussed/acted upon later on the Agenda.

A. College Council-Eric Narveson

C. District Council-Eric Narveson

B. Board of Trustees-Eric Narveson

D. Treasurer's Report-Michael Hernandez

E. College Committees (1 minute @)

1. All College Curriculum: Janice Toyoshima, Chair
2. Campus Technology: Steve Mentor, Chair
3. Budget Committee: Henry Gee, Chair
4. Safety/Facilities: Ken Tarquinio, Chair
5. Staff Development: Nasreen Rahim, Chair
6. Retention/Matriculation: Emily Banh, Chair
7. Institutional Effectiveness: Lynette Apen/Felicia Mesa, Chair

F. Senate Committees

1. Executive Committee
2. College Council
3. District Council
4. Marketing Committee: Robin Hahn, Steve Graham
5. Student Behavior Management: Jack Baker, Michael Hernandez, Brad Carothers, Rick Wagner

G. Accreditation

H. AFT 6157

I. Administrative Services – Henry Gee

J. President's

XI. ADJOURNMENT – 5:00 PM

EVERGREEN VALLEY COLLEGE
A C A D E M I C S E N A T E
MINUTES
February 3, 2015

| | | |
|--|-------------------|---------|
| President | Eric Narveson | Present |
| Vice President | Jack Baker | Present |
| Treasurer | Michael Hernandez | Present |
| Past President | Jack Baker | Present |
| Social Science, Humanities, Arts, & PE | Ambica Gill | Absent |
| Social Science, Humanities, Arts, & PE | Brad Carothers | Present |
| Business & Workforce Development | Michael Hernandez | Present |
| Counseling Services | Martha Hardin | Present |
| Library and Learning Resources | Lorena Mata | Present |
| Language Arts | Sravani Banerjee | Absent |
| Language Arts | Robin Hahn | Present |
| Math, Science, and Engineering | Jack Baker | Present |
| Math, Science, and Engineering | Preeti Srinivasan | Present |
| Nursing & Allied Health | Rozanne Lopez | Present |
| At Large | Nasreen Rahim | Present |
| At Large | John Carrion | Absent |
| Adjunct | Steven Graham | Present |
| Adjunct | Lisa Bell | Present |

Guest: Nancy Zeiszler

I. CALL TO ORDER 3:12PM

II. ADOPTION OF AGENDA (5 min.)

Additions/Deletions/Corrections

Items to be Deferred: Items VII.C., VIII.B. were deferred; Item IX.A. was tabled.

Adoption of Agenda (Including consent items marked #) Adopted as amended.

III. APPROVAL OF MINUTES – November 18 and December 2, 2014 were approved as submitted.

IV. RECOGNITION AND ANNOUNCEMENTS

President Narveson handed out a list of upcoming workshops and Senate deadlines.

Enrollment is up this semester, but the FTES projection is down.

Several Senators shared their concerns about the bookstore’s new practices, especially about the production time and price for course packs. This will be an agenda item at the next meeting.

The library was awarded money for reserve textbooks.

Councilman Tam Nguyen will tour the campus on February 12, at 12:30 p.m.

William Nguyen was hired as a faculty member for the Tutoring Center.

V. PUBLIC COMMENTS (limited to only three minutes)

This portion of the meeting is reserved for any item not on the agenda. The law does not permit action or extended discussion of any item not on the agenda except under special circumstances. If Senate action is required, it can be placed on the agenda for the next meeting.

Professor Nancy Zeiszler alerted the Senate to an Area B Roundtable meeting to be held in the community room in the Evergreen Branch of the San Jose Public library on Aborn Road on February 5th at 7:00 p.m. Professor Zeiszler expressed her concerns about the yet-to-be-announced District plans to develop the land adjacent to EVC. Among her concerns were the potential for traffic problems, safety issues, the college's potential growth being stopped by development and the lack of public awareness. She referred to an email she had sent announcing the meeting and encouraged Senators to share it with their constituencies, and to encourage others to attend.

VI. COMMITTEE APPOINTMENTS

(Applications are available at the senate meeting but may be previewed in the Academic Senate office.)

A. #Non-Screening Committees (2013-2014)

1. College Technology
2. Budget
3. College Safety/Facilities
4. Retention Matriculation
5. Staff Development
6. Institutional Effectiveness
7. College Curriculum
8. Archives
9. Graduation
10. Marketing
11. Scholarship
12. Student Services
13. Resource Development
14. District Council
15. Professional Improvement Committee (PIC)
16. PRC
17. District Budget

B. #Tenure Review Committees

C. #Screening Committees

1. **Nursing Instructor:** Maureen Adamski, Rozanne Lopez
2. **Biology Instructor:** Jack Baker and Azita Tavana

D. #Peer Review Committees

VII. ACTION/DISCUSSION ITEMS (Items with * have related documents posted in Outlook Public: "EVC Academic Senate": "Documents for Meetings")

A. **Adjacent Land Resolution (adjacent to EVC)**

President Narveson distributed a resolution to the Senate that requested that the income from leasing the land adjacent to the campus be used for the education and direct benefit of the students of the District. The merits and timing of the resolution were discussed, and the resolution was withdrawn until a later date.

B. **District Academic Senate Formation Committee Membership**

Jesus Covarrubias would like to form an exploratory committee to help establish a District Academic Senate. President Narveson, Vice President Baker, and Senator Steven Graham volunteered to serve on the committee. A motion was made to accept the committee members. *The motion was seconded and passed unanimously.*

C. **Crisis Prevention Team – SBM Ad Hoc Committee – deferred**

D. **College Council Representative**

Presently, the faculty members on the Council consist of President Narveson and Frank Espinosa and there is one more seat for faculty available. No Senator was available to fill the vacancy and it is possible to find a non-Senate faculty member to serve on the committee. President Narveson will recruit someone willing to serve on the committee and they can be appointed formally at the next meeting.

E. District Council Representative

Senator Steven Graham was reaffirmed as one of the faculty members on the District Council.

F. Distinguished Faculty Member of the Year Committee

President Eric Narveson, Senators Michael Hernandez, Lorena Mata and Sravani Banerjee have volunteered to serve on the committee.

G. Senate Scholarship Readers

President Narveson reminded the Senators that scholarship funds are needed. President Narveson, and Senators Rozanne Lopez and Preeti Srinivasan volunteered to serve as readers for this year's scholarship applications.

VIII. DISCUSSION ITEMS

A. Catalog Language Protecting Faculty

There has been concern about the removal from the catalog of language that protects faculty members. President Narveson and Senator Robin Hahn will write a statement correcting this omission for inclusion in the catalog.

B. Resolution Regarding Student Discipline Procedures - *deferred*

IX. INFORMATION ITEMS

A. Role of the Dean in Student Complaints Regarding Faculty – *tabled*

B. Visit of ASCCC Executive to SJCC on February 6th

The Statewide Senate's Executive Committee will be meeting at SJCC in room SC 204 and will be in an open meeting after 1:00 p.m. President Narveson will attend.

C. Upcoming Roundtable at the Evergreen Library – *covered in public comments.*

X. REPORTS (10 min):

Informational/Questions for clarity only, if discussion or action is planned, it will be discussed/acted upon later on the Agenda.

A. College Council-Eric Narveson

C. District Council-Eric Narveson

B. Board of Trustees-Eric Narveson

D. Treasurer's Report-Michael Hernandez

E. College Committees (1 minute @)

1. All College Curriculum: Janice Toyoshima, Chair
Professor Janice Toyoshima, Chair submitted an report to the Senate.
2. Campus Technology: Steve Mentor, Chair
3. Budget Committee: Henry Gee, Chair
4. Safety/Facilities: Ken Tarquinio, Chair
5. Staff Development: Nasreen Rahim, Chair
6. Retention/Matriculation: Emily Banh, Chair
7. Institutional Effectiveness: RJ Ruppenthal, Chair

F. Senate Committees

1. Executive Committee
2. College Council
3. District Council
4. Marketing Committee: Robin Hahn, Steve Graham
5. Student Behavior Management: Jack Baker, Michael Hernandez, Brad Carothers, Rick Wagner

G. Accreditation

H. AFT 6157

I. Administrative Services – Henry Gee

J. President

1. ACCC Chair Position Opening

The All College Curriculum Committee Chair position will be up for election this spring for the next two years. A request for candidates will be forthcoming.

2. Presentation/Proclamation from President Otto from NHU

A proclamation will be made to the Board on February 10, and President Otto will visit the campus on February 12. The purpose is to acknowledge EVC's assistance in transitioning NSU's students after its closure.

3. Summer Session

According to President Yong, there will be a full schedule offered this coming summer.

4. DO Parking

The District is suggesting that members of the public who attend the Board meetings park on the street since the meetings are after 6:00 p.m. and parking is free after that time. The garage in the building closes after 7:00 p.m. and cars have been trapped inside. President Narveson reminded Senators to put money in the street meters to cover the time between when they park and when the parking becomes free.

5. Recent Fatal Accidents

The two students responsible for the recent fatal accident on Yerba Buena Road were EVC students, and the woman killed was a former student of EVC. She did not graduate and President Narveson would like to award her an honorary degree if it is appropriate after counseling reviews her transcripts.

6. Scholarship Amount Issue

The scholarship award was reduced last year from \$1,200.00 to \$1,000.00, but even though that amount was reflected in the awards handbook, the student was awarded \$1,200.00. The District is now requesting the extra \$200.00 that the student received from the Senate. The money will be; however, President Narveson will attempt to recoup it from the District and find out how this discrepancy occurred.

9. Senate At-large Opening

At-large Senator John Carrion has announced that he will not run again for his seat.

XI. ADJOURNMENT: The meeting was adjourned at 4:35 PM

EVERGREEN VALLEY COLLEGE
A C A D E M I C S E N A T E
MINUTES
February 17, 2015

| | | |
|--|-------------------|---------|
| President | Eric Narveson | Present |
| Vice President | Jack Baker | Present |
| Treasurer | Michael Hernandez | Present |
| Past President | Jack Baker | Present |
| Social Science, Humanities, Arts, & PE | Ambica Gill | Absent |
| Social Science, Humanities, Arts, & PE | Brad Carothers | Present |
| Business & Workforce Development | Michael Hernandez | Present |
| Counseling Services | Martha Hardin | Absent |
| Library and Learning Resources | Lorena Mata | Present |
| Language Arts | Sravani Banerjee | Present |
| Language Arts | Robin Hahn | Present |
| Math, Science, and Engineering | Jack Baker | Present |
| Math, Science, and Engineering | Preeti Srinivasan | Present |
| Nursing & Allied Health | Rozanne Lopez | Present |
| At Large | Nasreen Rahim | Present |
| At Large | John Carrion | Present |
| Adjunct | Steven Graham | Present |
| Adjunct | Lisa Bell | Present |

- I. CALL TO ORDER:** President Eric Narveson called the meeting to order at 3:07 p.m. in the Mishra Room.
- II. ADOPTION OF AGENDA** (5 min.)
 Additions/Deletions/Corrections Item VIII.A was tabled.
 Items to be Deferred: Items VII.C and VII.A
 Adoption of Agenda (Including consent items marked #)
- III. APPROVAL OF MINUTES** – The February 3, 2015 minutes were approved.
- IV. RECOGNITION AND ANNOUNCEMENTS**
 Chancellor Rita Cepeda will be retiring on June 30, 2015.
 Kudos to all involved in organizing the Black History Month activities.
 There will be a grand opening event for the new District Office on February 26, 2015.
 Paul Fong’s will be featured at the first Authors Series of the year.
 The Women’s Herstory Book event featuring I Am Malala will be held on March 19, 2015 from 12:30 to 1:30.
- V. PUBLIC COMMENTS** (limited to only three minutes)
 This portion of the meeting is reserved for any item not on the agenda. The law does not permit action or extended discussion of any item not on the agenda except under special circumstances. If Senate action is required, it can be placed on the agenda for the next meeting.
- VI. COMMITTEE APPOINTMENTS**
 (Applications are available at the senate meeting but may be previewed in the Academic Senate office.)
- A. #Non-Screening Committees (2013-2014)**
1. College Technology
 2. Budget
 3. College Safety/Facilities
 4. Retention Matriculation

5. Staff Development
6. Institutional Effectiveness
7. College Curriculum
8. Archives
9. Graduation
10. Marketing
11. Scholarship
12. Student Services
13. Resource Development
14. District Council
15. Professional Improvement Committee (PIC)
16. PRC
17. District Budget
18. **Milpitas Center Planning Committee *Pulled from consent agenda***

The Senate received eight volunteers to serve on this committee. It was generally agreed that the faculty representatives on this committee should include individuals with laboratory experience to insure that the Milpitas Center was adequately prepared to handle courses with labs, and that a variety of academic backgrounds should be included. Karen Moody (biology) was nominated as the primary appointee and Leticia Burke (ESL) was nominated as alternate. It was moved to approve them as members. *The motion was seconded and passed unanimously.*

The Senate also directed President Narveson to ask if both Moody and Burke could serve as regular faculty representatives on the committee.

- B. #Tenure Review Committees**
- C. #Screening Committees**
 1. **Biology Instructor:** Janice Toyoshima and Azita Tavana
 2. **Librarian:** Lorena Mata and Shelley Blackman
- D. #Peer Review Committees**

VII. ACTION/DISCUSSION ITEMS (Items with * have related documents posted in Outlook Public: "EVC Academic Senate": "Documents for Meetings")

A. Adjacent Land Update

President Narveson attended the February 5, 2015, District 8 Community Roundtable express his concerns over SJECCD's proposal to development the land adjacent to EVC. He requested that the issue be put on the agenda for the Roundtable's next meeting, which will be held at the Evergreen Community Center on San Felipe Road.

The Senate briefly discussed what little is known about the district's plans for the land and the impact the loss of the land would have on the college. It was suggested that the actual details will be left in the hands of whichever development company the District chooses.

- B. Catalog Language Protecting Faculty - *tasked out to subcommittee***
- C. Crisis Prevention Team--SBM Ad Hoc Committee --*deferred***

VIII. DISCUSSION ITEMS

- A. Resolution Regarding Student Discipline Procedures --*tabled***

IX. INFORMATION ITEMS

A. **Bookstore Procedures, Actions and Pricing**

Dissatisfaction was expressed about Follet, the company now running the campus bookstore. Most of the complaints revolved around copyright issues, printing delays, and pricing. The District has contracted with Follett to allow for a 25% profit margin. An email survey will be sent asking instructors to share their experiences with the new bookstore and the results will be compiled and distributed to the Senate. This will be an action/discussion item on the next agenda.

B. **Decision to Surplus Overhead Projectors**

Overhead projectors were removed from classrooms in favor of document cameras without consulting the faculty or the Campus Technology Committee. President Narveson raised the issue with ITSS and the College Council and asked about the whereabouts of the missing OH projectors. He received responses ranging from their being placed in surplus at the District Warehouse, to the projectors were thrown away. An attempt will be made to salvage the machines for the instructors who need them in their classrooms. The Senate was also dismayed at the lack of protocol and unknown chain of command that resulted in eliminating the projectors, as well as the general lack of instruction and notification when there are new technology installations or upgrades.

X. **REPORTS** (10 min):

Informational/Questions for clarity only, if discussion or action is planned, it will be discussed/acted upon later on the Agenda.

A. **College Council**-Eric Narveson

C. **District Council**-Eric Narveson

B. **Board of Trustees**-Eric Narveson

D. **Treasurer's Report**-Michael Hernandez

E. **College Committees** (1 minute @)

1. All College Curriculum: Janice Toyoshima, Chair
2. Campus Technology: Steve Mentor, Chair
3. Budget Committee: Henry Gee, Chair
4. Safety/Facilities: Ken Tarquinio, Chair
5. Staff Development: Nasreen Rahim, Chair
6. Retention/Matriculation: Emily Banh, Chair
7. Institutional Effectiveness: RJ Ruppenthal, Chair

F. **Senate Committees**

1. Executive Committee
2. College Council
3. District Council
4. Marketing Committee: Robin Hahn, Steve Graham
5. Student Behavior Management: Jack Baker, Michael Hernandez, Brad Carothers, Rick Wagner

G. **Accreditation**

H. **AFT 6157**

I. **Administrative Services** – Henry Gee

J. **President's**

Recent fatal accident

President Yong agreed to present a posthumous degree to former EVC student Kiran Pabla who was killed in an automobile accident while jogging along Yerba Buena Road. A counselor has assessed her transcript and she will be eligible to receive her degree, which will be sent to her parents.

Upcoming Released-Time Vacancies

A posting for both the ACCC chair and the Service Learning Coordinators positions will be sent out soon. The process is open and those who are currently in these positions must reapply,

President Narveson would like to have next year's Senators elected as soon as possible. Division elections should be completed by April. A request for nominees for the open At-Large Senate seat will go the faculty for a soon.

Distinguished Faculty of the Year

The membership of the committee was established and work on the process will begin soon. Senator Nasreen Rahim was added to the committee membership.

District Senate Formation

President Narveson would like to have the Senate formed before the end of the semester. President Narveson and Senators Baker and Graham volunteered to represent the EVC Academic Senate on a joint exploratory committee with representatives from the SJCC Academic Senate.

XI. ADJOURNMENT – The meeting was adjourned at 4:45 p.m.

EVERGREEN VALLEY COLLEGE
A C A D E M I C S E N A T E
MINUTES
March 3, 2015

| | | |
|--|-------------------|---------|
| President | Eric Narveson | Present |
| Vice President | Jack Baker | Present |
| Treasurer | Michael Hernandez | Present |
| Past President | Jack Baker | Present |
| Social Science, Humanities, Arts, & PE | Ambica Gill | Absent |
| Social Science, Humanities, Arts, & PE | Brad Carothers | Present |
| Business & Workforce Development | Michael Hernandez | Present |
| Counseling Services | Martha Hardin | Present |
| Library and Learning Resources | Lorena Mata | Present |
| Language Arts | Sravani Banerjee | Present |
| Language Arts | Robin Hahn | Present |
| Math, Science, and Engineering | Jack Baker | Present |
| Math, Science, and Engineering | Preeti Srinivasan | Present |
| Nursing & Allied Health | Rozanne Lopez | Present |
| At Large | Nasreen Rahim | Present |
| At Large | John Carrion | Present |
| Adjunct | Steven Graham | Present |
| Adjunct | Lisa Bell | Present |

I. CALL TO ORDER: President Eric Narveson called the meeting to order at 3:05 p.m. in the Mishra Room.

II. ADOPTION OF AGENDA (5 min.)
 Additions/Deletions/Corrections Added: Items
 Items to be Deferred
 Adoption of Agenda (Including consent items marked #)

III. APPROVAL OF MINUTES – The minutes were approved as submitted.

IV. RECOGNITION AND ANNOUNCEMENTS

A Student Safety on Campus event will be hosted by President Yong in the Mishra Room as part of his forum series.

International Women’s Day celebration honoring women leaders will be held in the Bay Area.

Nayomi Munaweera will be a presenter at the Authors Series on March 11, at 12:30 until 1:30 in Montgomery Hall.

Joan Goddard, a former librarian who works for with the Coalition on Equal Pay, has a display in the library.

Bangladeshi American Democratic Coalition will celebrate International Women’s Day on Sunday, March 8, in the Villages Clubhouse. Instructors from the EVC Women’s Studies Program are participating and will have a booth to promote the Program.

As part of Women’s History Month, Child Marriages: A Global Problem, will be held 11:00-12:00 on March 9th, in the Mishra Room.

V. PUBLIC COMMENTS (limited to only three minutes)

This portion of the meeting is reserved for any item not on the agenda. The law does not permit action or extended discussion of any item not on the agenda except under special circumstances. If Senate action is required, it can be placed on the agenda for the next meeting.

VI. COMMITTEE APPOINTMENTS

(Applications are available at the senate meeting but may be previewed in the Academic Senate office.)

A. #Non-Screening Committees (2013-2014)

1. College Technology
2. Budget
3. College Safety/Facilities
4. Retention Matriculation
5. Staff Development
6. Institutional Effectiveness
7. College Curriculum
8. Archives
9. Graduation
10. Marketing
11. Scholarship
12. Student Services
13. Resource Development
14. District Council
15. Professional Improvement Committee (PIC)
16. PRC
17. District Budget

B. #Tenure Review Committees

C. #Screening Committees

1. **English Instructor:** Cynthia Burnham, Todd Marvin, and Sravani Banerjee
2. **Librarian Instructor:** Preeti Srinivasan
3. **Biology Instructor:** Lisa Hays
4. **Nursing Instructor**

D. #Peer Review Committees

VII. ACTION/DISCUSSION ITEMS (Items with * have related documents posted in Outlook Public: "EVC Academic Senate": "Documents for Meetings")

A. **Adjacent Land Actions (adjacent to EVC)**

There will be a the District 8 Roundtable at the Evergreen Community Center on March 5, at 7:00 P.M. The district's plan for the commercial development of the land adjacent to EVC is on the agenda. Chancellor Cepeda and Vice Chancellor Smith will be there, as well as Board members Mann and Ho. A group, Friends of Evergreen Valley College, has been formed to oppose the commercial development of the land. A question arose about the original title to the land and whether it was purchased with bond money. The district reportedly does not have those records. President Narveson encouraged the Senators to attend the meeting.

B. **Crisis Prevention Team – SBM Ad Hoc Committee--*deferred***

C. **Catalog Language Protecting Faculty**

Senator Robin Hahn distributed copies of the language that was previously in the catalog, and was omitted in recent editions. Who ultimately has responsibility for the catalog content still remains unknown but appears that information is submitted by various sources. It was suggested that President Yong, and Vice Presidents Archuleta and Aytch be invited to attend a Senate meeting to give clarification and discuss faculty concerns with the process.

VIII. DISCUSSION ITEMS

A. Classroom Technological Changes

The topic of the unannounced removal of the overhead projectors from classrooms and other issues, such as informing and training the campus on technological changes and upgrades will be on the next CTC agenda. In the meantime, the overhead projectors will be returned for use to campus. This issue will return to the Senate agenda after the CTC meeting.

B. Bookstore Procedures, Actions and Pricing

An email was sent out to the faculty asking for comment on bookstore services. Only a few responses have been received. All feedback will be compiled and presented to the Senate.

C. District Curriculum Committee

Representatives of both SJCC and EVC Academic Senates will meet to discuss the formation of a District Academic Senate. It was also suggested that the Senates forming a District-wide curriculum committee to streamline course approvals and to facilitate course articulation between the two campuses.

IX. INFORMATION ITEMS

A. Accreditation Report Endorsement

The Accreditation Follow-up Report needs to move forward with an endorsement from the Senate. To that end, President Narveson asked the Senate to suspend the rules and move this item to action in order for Senate to make a timely endorsement of the report. A motion was made to move the item to action. The motion was seconded and passed with one abstention from Steven Graham. There was discussion about SLOs and adjunct faculty member's responsibilities. President Narveson agreed to discuss this with Vice President Aytch. A motion was made to endorse the report. The motion was seconded and passed, with one abstention from Steven Graham.

X. REPORTS (10 min):

Informational/Questions for clarity only, if discussion or action is planned, it will be discussed/acted upon later on the Agenda.

A. College Council-Eric Narveson

C. District Council-Eric Narveson

B. Board of Trustees-Eric Narveson

D. Treasurer's Report-Michael Hernandez

E. College Committees (1 minute @)

1. All College Curriculum: Janice Toyoshima, Chair
2. Campus Technology: Steve Mentor, Chair
3. Budget Committee: Henry Gee, Chair
4. Safety/Facilities: Ken Tarquinio, Chair
5. Staff Development: Nasreen Rahim, Chair
6. Retention/Matriculation: Emily Banh, Chair
7. Institutional Effectiveness: RJ Ruppenthal, Chair

F. Senate Committees

1. Executive Committee
2. College Council
3. District Council
4. Marketing Committee: Robin Hahn, Steve Graham
5. Student Behavior Management: Jack Baker, Michael Hernandez, Brad Carothers, Rick Wagner

G. Accreditation

H. AFT 6157

I. President's

President Narveson again announced the upcoming events sponsored by the State Academic Senate and reminded the Senators that Staff Development funds are available.

SJCC's Academic Senate is working on getting an electric vehicle charging station on their campus. They are also forming a bookstore committee and President Narveson said he would look into forming one at EVC or coordinating with SJCC's.

There is a one-time allotment of funds coming this year from the phasing out Proposition 30. It was suggested that the funds be used to upgrade the wireless infrastructure at EVC.

Faculty reassigned-time positions for various special programs will be assigned this spring, and Senate elections need to be held as well.

Vice President Henry Gee has resigned his position and will return to the faculty in fall.

XI. ADJOURNMENT The meeting was adjourned at 5:00

EVERGREEN VALLEY COLLEGE
A C A D E M I C S E N A T E
MINUTES
March 17, 2015

| | | |
|--|-------------------|---------|
| President | Eric Narveson | Present |
| Vice President | Jack Baker | Present |
| Treasurer | Michael Hernandez | Present |
| Past President | Jack Baker | Present |
| Social Science, Humanities, Arts, & PE | Ambica Gill | Absent |
| Social Science, Humanities, Arts, & PE | Brad Carothers | Present |
| Business & Workforce Development | Michael Hernandez | Present |
| Counseling Services | Martha Hardin | Present |
| Library and Learning Resources | Lorena Mata | Absent |
| Language Arts | Sravani Banerjee | Present |
| Language Arts | Robin Hahn | Present |
| Math, Science, and Engineering | Jack Baker | Present |
| Math, Science, and Engineering | Preeti Srinivasan | Present |
| Nursing & Allied Health | Rozanne Lopez | Present |
| At Large | Nasreen Rahim | Absent |
| At Large | John Carrion | Present |
| Adjunct | Steven Graham | Present |
| Adjunct | Lisa Bell | Present |

Guests: Wesley Lee and Brenda Serpa

I. CALL TO ORDER:

The meeting was called to order by President Narveson at 3:09 p.m. in the Mishra Room

II. ADOPTION OF AGENDA (5 min.)

Additions/Deletions/Corrections

Items to be Deferred

Adoption of Agenda (Including consent items marked #)

III. APPROVAL OF MINUTES – March 3, 2015 minutes were approved as submitted.

IV. RECOGNITION AND ANNOUNCEMENTS

V. PUBLIC COMMENTS (limited to only three minutes)

This portion of the meeting is reserved for any item not on the agenda. The law does not permit action or extended discussion of any item not on the agenda except under special circumstances. If Senate action is required, it can be placed on the agenda for the next meeting.

Community members Wesley Lee and Brenda Serpa shared their misgivings about the proposed use plan for the land adjacent to EVC. They also informed the Senate about their Facebook page and assured the Senate that they are behind them 100%. They also spoke about the perception of EVC and the lack of courses and objected to the use of “surplus” when used to discuss the land in question. They were dismayed at the lack of equity between SJCC and EVC, and felt that the promises from the District about bond money were not being fulfilled. They questioned the function of the Workforce Institute and the purpose of the Milpitas Center.

VI. COMMITTEE APPOINTMENTS

(Applications are available at the senate meeting but may be previewed in the Academic Senate office.)

A. #Non-Screening Committees (2014-2015)

1. College Technology
2. Budget

3. College Safety/Facilities
4. Retention Matriculation
5. Staff Development
6. Institutional Effectiveness
7. College Curriculum
8. Archives
9. Graduation
10. Marketing
11. Scholarship
12. Student Services
13. Resource Development
14. District Council
15. Professional Improvement Committee (PIC)
16. PRC
17. District Budget

- B. #Tenure Review Committees**
C. #Screening Committees
D. #Peer Review Committees

VII. ACTION/DISCUSSION ITEMS (Items with * have related documents posted in Outlook Public: “EVC Academic Senate”: “Documents for Meetings”)

A. Adjacent Land Resolution Against Development

President Narveson distributed copies of the Adjacent Land Resolution to the Senate. The Senate discussed the resolution, and the Board’s development proposal, and made changes to the document. A motion was made to adopt the resolution. *The motion was seconded and passed unanimously.*

B. Crisis Prevention Team – SBM Ad Hoc Committee – *deferred*

C. Catalog Language: Protection for Faculty

President Narveson has invited Vice President of Academic, Affairs Keith Aytch, to address the Senate regarding the process by which changes are made in the catalog. A suggestion for discussion with V.P. Aytch was to have the Senate review certain chapters of the catalog that come under Senate’s purview.

VIII. DISCUSSION ITEMS

A. Classroom Technological Changes - *deferred*

B. Bookstore Procedures, Actions and Pricing

The idea of forming a bookstore committee was raised. President Narveson said that the SJCC Senate is discussing it now. There is a Bookstore Advisory Committee now, but the Senates would like to create their own oversight committee. The Senators were asked to go back to their divisions and ask for input and volunteers. This will be an action item at the next meeting.

C. District Academic Senate

There has been one official meeting about creating a District Academic Senate. The focus of the discussions so far were on issues that have District ramifications such as representation and governance on the District Senate, curriculum, and equivalency. The President of the proposed District Senate would not be the president of either campus Senate. There will be another meeting in early April.

IX. INFORMATION ITEMS

A. Peer Evaluation Criteria

A copy of the Peer Evaluation Criteria was distributed to the Senate and will be discussed further at the next meeting.

B. Interim Chancellor Screening Committee Member

This committee will be active from April 17 to May 8. The closing date to apply for the position is April 17 and a decision will be made on May 8. One faculty member is needed from EVC. The meetings will take place at the District Office.

C. Chancellor Screening Committee Member

The District has hired a consultant to assist it in hiring the permanent Chancellor. A screening committee will be created and will operate from the end of May through October. One faculty member is needed. The volunteer will be paid for serving during the summer.

D. Time Capsule

There is an idea to create a time capsule for the campus. However, there is already a time capsule that was buried in 1975 and the exact location is unknown. President Narveson asked the Senate to consider the idea of another time capsule to possibly be placed in the new campus green.

X. REPORTS (10 min):

Informational/Questions for clarity only, if discussion or action is planned, it will be discussed/acted upon later on the Agenda.

A. College Council-Eric Narveson

C. District Council-Eric Narveson

B. Board of Trustees-Eric Narveson

D. Treasurer's Report-Michael Hernandez

E. College Committees (1 minute @)

1. All College Curriculum: Janice Toyoshima, Chair
2. Campus Technology: Steve Mentor, Chair
3. Budget Committee: Henry Gee, Chair
4. Safety/Facilities: Ken Tarquinio, Chair
5. Staff Development: Nasreen Rahim, Chair
6. Retention/Matriculation: Emily Banh, Chair
7. Institutional Effectiveness: RJ Ruppenthal, Chair

F. Senate Committees

1. Executive Committee
2. College Council
3. District Council
4. Marketing Committee: Robin Hahn, Steve Graham
5. Student Behavior Management: Jack Baker, Michael Hernandez, Brad Carothers, Rick Wagner

G. Accreditation

H. AFT 6157

I. Administrative Services – Henry Gee

J. President

Ben Seabury, Vice Chancellor of Information Technology and CISO, contacted President Narveson and intends to form a District technology planning group to assure the technology plans are in line with strategic goals. They will meet once a month and will encourage remote attendance.

XI. ADJOURNMENT - The meeting was adjourned at 4:55 p.m.

EVERGREEN VALLEY COLLEGE
 A C A D E M I C S E N A T E
DRAFT MINUTES
APRIL 21, 2015

| | | |
|--|-------------------|---------|
| President | Eric Narveson | Present |
| Vice President | Jack Baker | Present |
| Treasurer | Michael Hernandez | Present |
| Past President | Jack Baker | Present |
| Social Science, Humanities, Arts, & PE | Ambica Gill | Absent |
| Social Science, Humanities, Arts, & PE | Brad Carothers | Present |
| Business & Workforce Development | Michael Hernandez | Present |
| Counseling Services | Martha Hardin | Present |
| Library and Learning Resources | Lorena Mata | Present |
| Language Arts | Sravani Banerjee | Present |
| Language Arts | Robin Hahn | Present |
| Math, Science, and Engineering | Jack Baker | Present |
| Math, Science, and Engineering | Preeti Srinivasan | Present |
| Nursing & Allied Health | Rozanne Lopez | Present |
| At Large | Nasreen Rahim | Present |
| At Large | John Carrion | Absent |
| Adjunct | Steven Graham | Absent |
| Adjunct | Lisa Bell | Present |

Guests: William Nguyen and Octavio Cruz

I. CALL TO ORDER – President Narveson called the meeting to order at 3:05 in the Mishra Room.

II. ADOPTION OF AGENDA (5 min.)
 Additions/Deletions/Corrections Added: IX E and F
 Items to be Deferred VIII A deferred
 Adoption of Agenda (Including consent items marked #)

III. APPROVAL OF MINUTES – March 17, 2015 - deferred

IV. RECOGNITION AND ANNOUNCEMENTS

SACNAS had their open house last Friday.

Laura Bettencourt will fill the Counseling seat on the Senate for the next academic year.

Professor Celso Batalha was recognized for his evening Star Parties, which are well-attended

Senator Robin Hahn volunteered to be on the District Technology Committee and President Narveson will forward her name to Vice Chancellor Ben Seabury

Plans are underway for a Senate dinner to be held the week before commencement.

V. PUBLIC COMMENTS (limited to only three minutes)
 This portion of the meeting is reserved for any item not on the agenda. The law does not permit action or extended discussion of any item not on the agenda except under special circumstances. If Senate action is required, it can be placed on the agenda for the next meeting.

VI. COMMITTEE APPOINTMENTS

(Applications are available at the senate meeting but may be previewed in the Academic Senate office.)

- A. **#Non-Screening Committees (2015-2016)**
 - 1. **College Technology:** Leslie Williams
 - 2. **Budget**
 - 3. **College Safety/Facilities:** Leslie Williams
 - 4. **Student Success:** Hahn Deng and Caritha Anderson
 - 5. **Staff Development:** Elaine Ortiz-Kristich
 - 6. **Institutional Effectiveness:** Pat Perkins
 - 7. **College Curriculum:** Gam Nguyen and Teresa Carpio (Articulation Officer)
 - 8. **Archives:** Leslie Williams
 - 9. **Graduation**
 - 10. **Marketing:** Caritha Anderson
 - 11. **Scholarship:** Martha Hardin and Charlie Kahn-Lomax
 - 12. **Student Services**
 - 13. **Resource Development**
 - 14. **District Council**
 - 15. **Professional Improvement Committee (PIC)**
 - 16. **PRC**
 - 17. **District Budget**
 - 18. **Student Grievance Board:** Flora Payne
- B. **#Tenure Review Committees**
- C. **#Screening Committees**
 - 1. **AFFIRM Program Specialist:** Caritha Anderson and Keenan Norris
 - 2. **Adaptive Media Technology Specialist I:** Robin Salak
 - 3. **Librarian:** Raquel Rojas
- D. **#Peer Review Committees**

VII. ACTION/DISCUSSION ITEMS (Items with * have related documents posted in Outlook Public: "EVC Academic Senate": "Documents for Meetings")

A. **Adjacent Land Development Update**

The plan to lease the 27 acres adjacent to EVC will be up for a vote at tonight's Board meeting. Various issues were discussed such as the fact that the District's only bid, is from Republic Urban Properties, the developer who designed the plan to lease the land.

B. **Peer Evaluation Criteria**

President Narveson asked the senate to adopt the resolution passed by the SJCC Academic Senate stipulating the criteria for selecting faculty members to serve on faculty evaluation committees. The main issue is requiring that faculty members serving on these committees have competency in the same field as the instructor being evaluated. A few minor corrections in the resolution were identified. A motion was made to approve the resolution with changes. *The motion was seconded and approved unanimously.*

C. **District Academic Senate**

There has been one meeting of the District Senate Subcommittee with representatives from the SJCC Academic Senate. There was general agreement to form a District Academic Senate but there are many details that need to be fleshed out. President Narveson asked the Senate to task the subcommittee and the Executive Committee of the Senate to continue working on the various details of the District Senate in the summer. A motion was made to continue working on the District Senate during the summer, with actual formation of a District Senate subject to approval of the full EVC Senate in the fall. *The motion was seconded and passed unanimously.*

D. Interim Chancellor Screening Committee Member

The Interim Chancellor will hold the position from July 1 until December 31. The screening committee for candidates will be only involved in the final interviews. The screening committee will include three faculty members: one from each Senate and one from AFT. The date for the interviews is Saturday, May 9, from 8:00 a.m. until 1:00 p.m. Senator Michael Hernandez volunteered to be on the committee. Senator Lisa Bell will serve as a backup. The Senate voted to approve these members.

E. Chancellor Screening Committee Member

This selection process will occur in the summer and the fall. There will be monthly meetings and interviews will take place in late November. The committee makeup is the same as the Interim Chancellor's position and members will be paid for service outside their normal contract period. Senator Lisa Bell volunteered to serve on the committee and Vice President Jack Baker will serve as a backup. The Senate voted to approve these members.

F. Election of Senate Officers 2015-2016

No one has volunteered for the At-large Senate seat. President Narveson will put out another request for nominations. If that yields no nominees, then he will issue another announcement for the position next fall. President Narveson called for nominations for Senate officers. President Narveson was nominated for President. There were no other nominations; he accepted and was approved to serve for another year. Vice President Jack Baker was nominated for Vice President. There were no other nominations; he accepted and was approved to serve for another year. Michael Hernandez, current Treasurer, was nominated. There were no other nominations; he accepted and was elected again as Senate Treasurer.

G. Distinguished Faculty Member of the Year Award

There were several people nominated for the Distinguished Faculty Member of the Year Awards. The committee will meet in the Mishra Room, at 3:00 p.m., next Tuesday. They will forward their recommendations to the Senate for approval at the next meeting.

H. SB 634, Block State Authorization Legislation Letters of Support (moved from information B)

Senator Nasreen distributed a letter that supported California's joining SARA (State Authorization Reciprocity Agreement). This would include California joining a nationwide consortium that supports unified consumer protection for students taking distance education courses. Senator Rahim explained that this was time-sensitive. A motion was made to move this to action so it could be approved today. *The motion was seconded and passed unanimously.* A motion was made to endorse the letter to the state. *The motion was seconded and passed unanimously.*

VIII. DISCUSSION ITEMS

A. Classroom Technology Changes - deferred

IX. INFORMATION ITEMS

A. Chapter 4 Board Policies

President Narveson received the Chapter 4 Board Policies that deal with academic affairs and administrative procedures. Rosalie Ledesma will be posting it on the college website and President Narveson will send it out to the Senate shortly.

B. SB 634, Block State Authorization Legislation Letters of Support (moved to Action H)

C. Bookstore Committee: Charlie Kahn-Lomax and Stefan Salonga were added.

D. Distance Ed Ad Hoc Committee: Review of EVC Distance Education Policy

A proposal for a proctoring center on campus was discussed. This will be an action item at the next meeting.

E. New Counseling Hire

Vice President Octavio Cruz notified the Senate of the creation of a new fulltime outreach counselor position. Vice President Cruz reminded the Senate that this position was previously approved by the Senate. President Narveson will speak to President Yong to advocate that this position not be included among the faculty hires planned for 2015-2016. The current outreach-emphasis counselor is transferring to SJCC and may also need to be replaced.

X. REPORTS (10 min):

Informational/Questions for clarity only, if discussion or action is planned, it will be discussed/acted upon later on the Agenda.

A. College Council-Eric Narveson

C. District Council-Eric Narveson

B. Board of Trustees-Eric Narveson

D. Treasurer's Report-Michael Hernandez- There is currently \$5,000 in the Senate treasury.

E. College Committees (1 minute @)

1. **All College Curriculum:** Janice Toyoshima, Chair
2. **Campus Technology:** Steve Mentor, Chair
3. **Budget Committee:** Henry Gee, Chair
4. **Safety/Facilities:** Ken Tarquinio, Chair
5. **Staff Development:** Nasreen Rahim, Chair
6. **Retention/Matriculation:** Emily Banh, Chair
7. **Institutional Effectiveness:** Lynette Apen/Felicia Mesa, Chair, Chair

F. Senate Committees

1. **Executive Committee**
2. **College Council**
3. **District Council**
4. **Marketing Committee:** Robin Hahn, Steve Graham
5. **Student Behavior Management:**
Jack Baker, Michael Hernandez, Brad Carothers, Rick Wagner
6. **Bookstore:** Charlie Kahn-Lomax, Todd Marvin, Sterling Warner, Shannon Cummings,
and Stefan Salonga.

G. Accreditation

H. AFT 6157

I. Administrative Services

J. President

XI. ADJOURNMENT The meeting was adjourned at 4:30 p.m.

EVERGREEN VALLEY COLLEGE
A C A D E M I C S E N A T E
MINUTES
May 5, 2015

| | | |
|--|-------------------|---------|
| President | Eric Narveson | Present |
| Vice President | Jack Baker | Present |
| Treasurer | Michael Hernandez | Present |
| Past President | Jack Baker | Present |
| Social Science, Humanities, Arts, & PE | Ambica Gill | Absent |
| Social Science, Humanities, Arts, & PE | Brad Carothers | Present |
| Business & Workforce Development | Michael Hernandez | Present |
| Counseling Services | Martha Hardin | Absent |
| Library and Learning Resources | Lorena Mata | Present |
| Language Arts | Sravani Banerjee | Present |
| Language Arts | Robin Hahn | Present |
| Math, Science, and Engineering | Jack Baker | Present |
| Math, Science, and Engineering | Preeti Srinivasan | Present |
| Nursing & Allied Health | Rozanne Lopez | Present |
| At Large | Nasreen Rahim | Present |
| At Large | John Carrion | Absent |
| Adjunct | Steven Graham | Present |
| Adjunct | Lisa Bell | Present |

Guests: William Nguyen, William Silver, and Fred Trapp

I. CALL TO ORDER – President Eric Narveson called the meeting to order at 3:05 p.m. in the Mishra Room

II. ADOPTION OF AGENDA (5 min.)

Additions/Deletions/Corrections

Items to be Deferred: Items

Adoption of Agenda (Including consent items marked #) Adopted as amended.

III. APPROVAL OF MINUTES – were approved as submitted.

IV. RECOGNITION AND ANNOUNCEMENTS

Professor Sterling Warner and his students were acknowledged for the Poetry Festival.

Brittney Jones chosen as the the Evergreen Valley College Academic Senate Scholarship recipient and was praised by Senators as an outstanding choice.

The Scholarship Ceremony will be held on May 15, in Gullo II, at 6:00 p.m.

Professor Celso Batalha was recognized for his Star Party astronomy event. It was well attended, and there are plans for future events that will be assisted by other EVC faculty.

The recipients of the Distinguished Faculty Member of the Year awards were selected and will be announced at the Employee Recognition Day event to be held on May 13, at 2:00 p.m.

The Board approved their controversial land development lease. President Narveson asked Senators to assess faculty morale regarding the commercial development of the 27 acres adjacent to EVC, and to report back to him so he may convey those sentiments to the Board.

May Chen, Biology instructor, had her baby.

V. PUBLIC COMMENTS (limited to only three minutes)

This portion of the meeting is reserved for any item not on the agenda. The law does not permit action or extended discussion of any item not on the agenda except under special circumstances. If Senate action is required, it can be placed on the agenda for the next meeting.

VI. COMMITTEE APPOINTMENTS

(Applications are available at the senate meeting but may be previewed in the Academic Senate office.)

A. #Non-Screening Committees (2013-2014)

1. College Technology
2. Budget
3. College Safety/Facilities
4. Retention Matriculation
5. Staff Development
6. Institutional Effectiveness
7. College Curriculum
8. Archives
9. Graduation
10. Marketing
11. Scholarship
12. Student Services
13. Resource Development
14. District Council
15. Professional Improvement Committee (PIC)
16. PRC
17. District Budget

B. #Tenure Review Committees

C. #Screening Committees

D. #Peer Review Committees

VII. ACTION/DISCUSSION ITEMS (Items with * have related documents posted in Outlook Public: "EVC Academic Senate": "Documents for Meetings")

A. EVC Distance Education Test Proctoring Center

Senator Nasreen Rahim asked the Senate to endorse the concept of a test-proctoring center on campus. The size and needs of the center were discussed. The center would be used for students who are enrolled in online/distance education classes and would also be used for local students who are taking the courses at another institution. Professor William Nguyen, the faculty member who would be in charge of the center, said there would be space for 35 students. Suggestions were made to not just endorse the concept but to advocate for a facility that would meet EVC's needs including larger capacity (100 seats), computers (with privacy screens), and headsets, and ADA compliance. A motion was made to endorse the concept and support the development of a proctoring center, and to delegate to the executive committee over the summer the task of working with Professors Rahim and Nguyen, and online instructors to identify the space, equipment, and staffing needs to create a functional online resource center. *The motion was seconded and passed unanimously.*

B. Chapter 4 Board Policies

President Narveson discussed the revised Board policies. There were no big changes; those made were essentially updates to conform to accreditation requirements. Senate approval was needed. A motion was made to approve the Chapter 4 Board Policies. *The motion was seconded and passed unanimously.*

C. District Academic Senate – deferred

D. Bookstore Committee

The purpose and scope of the Senate bookstore committee was discussed. A motion was made to charge the bookstore committee with working with bookstore management to resolve faculty concerns regarding pricing, ordering time, supplemental course materials, and copyright issues *The motion was seconded and passed unanimously.*

E. Review of EVC Distance Education Policy (adoption of Canvas application)

Senator Nasreen Rahim distributed copies of the EVC Distance Educational Policy that was adopted by the Campus Technology Committee. Professor William Silver attended to explain the Canvas Network that has been adopted by the state. He explained that this new course-management system was more user-friendly than the previous generations of management systems used at EVC. He acknowledged that this represented yet another change for instructors who are incorporating online instruction in their course but also noted that as long as technology continued to change, change would be a constant for teaching online. The Chancellor's Office will pay for most of the conversion to Canvas and technical support and training is free. This policy and adoption of Canvas needs to be adopted as soon as possible so that it can be part of a statewide online education exchange for online/distance education. Conversion utilities will be provided and infrastructure is not an obstacle. A motion was made to adopt the policy. *The motion was seconded and passed with one abstention from Senator Michael Hernandez.*

F. Election of Senate Executive Committee 2015-2016

A motion was made to appoint President Narveson, Jack Baker, Michael Hernandez, Lorena Mata, and Sravani Banerjee as members of the committee. *The motion was seconded and passed unanimously*

VIII. DISCUSSION ITEMS

A. Classroom Technology Changes - deferred

IX. INFORMATION ITEMS

A. Preliminary Educational Master Plan

Fred Trapp, from Cambridge West, who is the educational master plan consultant, was present at the meeting. He identified areas in need of improvement at both the district and college levels. He mentioned that there could be severe ramifications if precise procedures were not followed regarding the leasing of the 27 acres adjacent to the EVC campus. He also mentioned that the district will not receive revenue for four-years from the development. Mr. Trapp is working closely with the Institutional Effectiveness Committee on reports and planning. Mr. Trapp urged the Senators to meet with Vice President Keith Aytch or their deans so they may brainstorm ways of offering more attractive and educational opportunities to the community's potential students, as well as removing possible barriers that may lessen interest in EVC. He also believes that 25 more classrooms are necessary to provide offerings to help with that goal.

B. Senate Goals for 2015-2016

President Narveson asked the Senate if there were particular goals or topics they would like to see addressed in the fall. He encouraged Senators to email him with their suggestions. Plus/minus grading was offered as one topic to discuss in fall.

C. Joint Resolution of District Funding Model - deferred

X. REPORTS (10 min):

Informational/Questions for clarity only, if discussion or action is planned, it will be discussed/acted upon later on the Agenda.

- A. College Council**-Eric Narveson
- C. District Council**-Eric Narveson
- B. Board of Trustees**-Eric Narveson
- D. Treasurer's Report**-Michael Hernandez

E. College Committees (1 minute @)

1. All College Curriculum: Janice Toyoshima, Chair
Professor Janice Toyoshima, Chair submitted an report to the Senate.
2. Campus Technology: Steve Mentor, Chair
3. Budget Committee: Henry Gee, Chair
4. Safety/Facilities: Ken Tarquinio, Chair
5. Staff Development: Nasreen Rahim, Chair
6. Retention/Matriculation: Emily Banh, Chair
7. Institutional Effectiveness: RJ Ruppenthal, Chair

F. Senate Committees

1. Executive Committee
2. College Council
3. District Council
4. Marketing Committee: Robin Hahn, Steve Graham
5. Student Behavior Management: Jack Baker, Michael Hernandez, Brad Carothers, Rick Wagner

G. Accreditation

H. AFT 6157

I. Administrative Services – Henry Gee

J. President

There will be end of the semester party - follow up email.

Senators John Carrion, Martha Hardin, Ambica Gill are leaving the Senate and were thanked for their service; Senator Rozanne Lopez is retiring this semester and was also thanked for her years of service to the college.

Senators were asked to encourage their constituents to attend graduation.

XI. ADJOURNMENT – The meeting was adjourned at 5:05 P.M.