I. Called to Order

Called to order at 2:05 p.m.

II. Adoption of Agenda

M/S/P (Kravitz/Narveson)
The agenda was approved as submitted.

III. Approval of Minutes

April 27, 2015 minutes were approved as submitted. M/S/P (Kravitz/Narveson)
May 11, 2015 minutes were approved as submitted. M/S/P (Kravitz/Narveson)

IV. Public Comments

None.

V. Recognition/Announcements

President Yong thanked the staff for participating at welcome tables during the first week of classes. Due to the construction there were more tables and more people to help direct students. David Eisenberg made signs to help students find classrooms. He also developed an app for the iPads that were used at the parking lot welcome stations to assist students in navigating the campus. David Eisenberg did this on his own and President Yong expressed his appreciation for those extra efforts.

President Yong recognized Flora Payne and Keenan Norris for the successful trip to Cuba.

President Yong thanked Abdie Tabrizi regarding working with the students over the summer in collaboration with NASA.

Vice President Aytch recognized Nasreen Rahim for all her work on PDD.

VI. Action Items

A. Approval of Added Language to Mission Statement. M/S/P (Narveson/Espinosa)

Lynette Apen briefly presented revised language for the Mission Statement as vetted through the Institutional Effectiveness Committee, as well as through the Accreditation Steering Committee. The mission statement is used to give people an idea as to what Evergreen Valley College offers. The mission statement will be on a timeline to be vetted and modified periodically as needed.

VII. Reports

A. President’s Report – Henry Yong
October 2nd will be Vice President Archuleta’s last day as she is retiring. Dean Gonzales has been selected to serve as the Interim Vice President of Student Affairs. Dean Duran was Page 2 of 4 9/14/15 College Council Daft Minutes/pg
selected for the Interim Dean of Workforce and Economic Development at Workforce Institute. A couple options are being reviewed to assist in the area Dean Duran temporarily vacated at EVC. An internal candidate was selected for the position of Interim Vice President of Administrative Services; they will begin October 20.

Nurse Educator Consultants from the Board of Registered Nursing will be visiting EVC on October 20.

In regards to faculty hiring, the President has asked for ten ranked and five unranked. Academic Senate and the Dean’s Council are reviewing their selections and will each provide a list to the President, which will then be brought to the College Council. It’s hoped the college will be able to hire more positions this year.

The October Board of Trustees meeting is typically held in Milpitas; this year it will be held at EVC. The October 27th Board meeting will focus on EVC programs. The November meeting had originally been slated for this purpose, but the schedule has been changed.

Enrollment is up a bit. Usually during heavy construction enrollment goes down, but that’s not happening. A number of students have complained about finding parking, but offering the free parking has seemed to ease those concerns. President Yong thanked the faculty for their part in assisting students’ transition, including adding students. The enrollment trend is changing.

B. Academic Affairs Report – Keith Aytch

As of this morning headcount is up 2%. Seat count up 1%. EVC is offering more sections than ever before. There are more offerings for students, but unfortunately seat count is down. VP Aytch thanked the faculty and staff for their efforts; enrollment is up despite the construction.

While Dean Kravitz is out, Dean Highers will cover Language Arts for 6-8 weeks. Dean Tran will cover SSHAPE until the end of the term as Mark Gonzales is serving as Interim VP Student Affairs.

It’s hoped that they will provide President Yong with the Deans’ list this week for full-time faculty.

C. Budget Report – Jonathan Camacho

Jonathan Camacho provided pages from the Adopted Budget and stated there weren’t any surprises. He noted that there has been a large increase in the budget; 80% of the budget is salaries. Benefits have increased by more than 20%. EVC will have an additional $500K, but it’s not enough, especially since there will be the accreditation in the coming year and the funds aren’t there to cover the costs. There has been some consideration regarding investing a portion of the $500K in staff development. This is a priority. He’s been hearing that the street sweeper is getting ready to break down. There is approximately $333K carryover from last year. $200K of that is restricted. Bond money cannot cover the cost of th. The process for the permanent Vice President of Administrative Services is also nearing the end, which means the interim may be in the position for a just a short time. In the meanwhile, Jonathan Camacho, working as an hourly as the Director of College Fiscal Services, and Lan Bui, Business Services Supervisor, are both on hand to assist. In addition, there is a consultant there two
days per week assisting with matters related to the Office of the Vice President of Administrative Services. Page 3 of 4 9/14/15 College Council Draft Minutes/pg
trees for the central green project, which means general fund will need to cover the costs. There are more funds provided in the categorical programs. Title II grant is bringing in more money, but there is also more administrative work involved. Student Success money has gone from $1.4M to $2M. According to state, they’re pretty sure there will be one more good year before they expect a little slow down.

D. Student Affairs – Irma Archuleta

No report.

VIII. Information Items  
A. Integrated Planning Model – Lynette Apen

Lynette Apen noted that the slides had also been seen at PDD. The model is largely driven by IEC and formed a sub-planning committee over the summer. Academic Senate was present and the Safety and Facilities Committee Chair was present, as well as Associated Students. The first slide is about who is involved. The links to resource allocation are shown. Where we are now is also shown on another slide. This was presented to the College Council as an information item; at the next meeting it will be provided as an Action item. The next step will be to formalize the resource budget. They looked at two different campuses as a model. Institutional Effectiveness Committee hopefully will enhance our organization. External factors, including Board end policies, affect us. Lynette Apen explained the “assumptions” and the items that are key in measuring institutional effectiveness. They are moving forward with strategic planning.

B. Construction and Facilities Update – Tim McBrian, Gilbane

Tim McBrian of Gilbane stated that things are going pretty well. They got through the first couple weeks successfully. South Campus Project is on budget and on schedule; the roof is almost on and inside the majority of panels are in. A tour might be a good thing as people may be curious. AutoTech is on schedule. They’re getting ready to purchase tables and chairs. It should be ready in December. The Central Green is making progress and work on the future bus turnaround continues. That’s scheduled for completion in November. All underground work on the Central Green has been completed; the final irrigation won’t be installed until the major concrete work has been completed.

C. PDD De-brief – Nasreen Rahim

PDD was a success. There was great teamwork; not just from the staff development committee, but other staff as well. EVC has very good teamwork as can be seen on PDD. Among the items that made this PDD a success was starting off with entertainment/students in a fun way. Bringing the faculty and staff up to participate added to the success; it showed how we can really flourish. Comments received stated they want to start that way again as it was refreshing. People loved the food. Although we did not run out, there were a few people that stated there should be more of the vegetarian option. There were a lot fewer negative comments than for prior PDD’s. It shows more interaction increases satisfaction. It was said that bringing in students really motivated the faculty.

D. Successful Grant Applications and Upcoming Applications – Dean Tran
Dean Tran stated that in the last year they have been really active with grants and partnering with different colleges. A brief outline of the grants was provided.
E. Cuba Trip

Keenan was unable to attend College Council to provide an overview. VP Aytch stated that the trip was very successful. He commended the faculty as they spent their own time and their own money. There is work underway to recoup some of those costs.

F. International Education Trip – Liz Tyrrell

There will be an exploratory trip meant to increase EVC’s presence abroad. The International program has been on campus for some time and run out of A&R. It was brought over to Liz Tyrrell’s department and they’re focusing on not just visas but increasing participation. They are starting to see the tide turn with international students. This trip is meant as their first real entry to the international student “market”. They will be working with high schools abroad, attending affairs, and working with other educational Institutions that will be coming along. Lena Tran, Nasreen Rahim, and Wei Zhou will be going. It’s important to solidify those relationships. Lena Tran and Wei Zhou will be traveling to other areas. There won’t be a wave of students as it takes time to build the relationships; they’re proceeding in a thoughtful way, but will be very busy. To ensure transparency and accountability, they have benchmarks to achieve and will be prepared to share those. It will be important to offer programming for the students; show them places and develop the international club to ensure they have a good experience as well as integrate them into the community.

G. Technology Update – Eugenio Canoy

The wireless upgrade is in-process. The goal is campus-wide coverage. Everyone should be on Office 365 now. The advantage is that you have more space. If you don’t have Office Suite package at home, you can log in and use it online.

IX. Discussion Items

No discussion since meeting ran long.

X. Adjourn

Meeting was adjourned at 3:39 p.m. M/S/P (Espinosa/Narveson)