September 16, 2008
October 7, 2008
October 21, 2008
November 18, 2008
December 2, 2008
February 3, 2009
February 17, 2009
March 3, 2009
March 31, 2009
April 21, 2009
May 5, 2009
I. CALL TO ORDER: President Henry Gee called the meeting to order at 3:05 in Gullo II Conference Room.

II. ADOPTION OF AGENDA (5 min.)
Additions/Deletions/Corrections
Items to be Deferred VII.A. Chapter 4/5 Policies (update)
B. Senate Budget (update)
VIII.E. Discipline List Revisions
Adoption of Agenda (Including consent items marked #)

III. APPROVAL OF MINUTES – April 15 and May 6, 2008 were approved with corrections

IV. RECOGNITION AND ANNOUNCEMENTS
Announcements
Dr. Gene Block, UCLA’s new Chancellor visits EVC on October 1st. There will be an open forum for campus community at 11:45 a.m. – 1 p.m. More details to follow.

Latino Heritage Month kick-off this Thursday with Flor y Canto performing

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 (2008-2009)
1. College Technology: Bill Silver (at-large)
2. Budget
3. College Safety/Facilities
4. Retention Matriculation: Laura Bettencourt, Counseling Services
5. Staff Development
6. Institutional Effectiveness
7. **College Curriculum**: Gam Nguyen. Counseling Services
8. Archives
9. Graduation
10. Marketing
11. Scholarship
12. Student Services
13. Resource Development
14. District Council
15. Committee for Modernization Project for Cedro and PE Buildings
16. Professional Improvement Committee (PIC)
17. **PRC**: Joy Chase and Sterling Warner
18. **Acacia Modernization**
   Language Arts, SSHAPE, Math/Science and Business/Workforce Development faculty are needed to staff the committee

B. **#Tenure Review Committees**

C. **#Screening Committees**
   1. **Police Lieutenant**: Janice Toyoshima

D. **#Peer Review Committee**
   1. **Rozanne Lopez**: Richard Baiardo

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

A. **Chapter 4/5 Policies (update)** deferred

B. **Senate Budget (update)** deferred

C. **Senate Meeting Dates (update)**
The Senate meeting dates were previously sent to the Senate, by email. President Gee would like to add an additional date of October 14th (if needed) to coincide with the faculty hiring discussion. A motion was made to approve the meeting dates that were previously distributed. The motion was seconded and passed.

D. **Senate Committees**
President Gee would like to staff the following committees:
   1. **Scholarship**
   2. **Distinguished Faculty of the Year**: Elaine Ortiz-Kristich volunteered.

E. **Treasurer**
Blanca Ezquerrro, who represents adjunct faculty, volunteered to serve as Treasurer.

F. **Textbook Adoption**
President Gee would like to form a committee for textbook adoption policy with various divisions being represented as well as others such as Student Services. He distributed recommendations to reduce textbook costs from the Board of Governors of the California Community Colleges and went over the paper with the Senate. The senators were asked to share this with their divisions and would like a group to start before the next meeting. The paper will be placed into the Academic Senate folder.
VIII. DISCUSSION ITEMS

A. Standing Rules
   1. Distinguished Faculty of the Year Award Process
      President Gee proposed guidelines for the award and that they be placed in the by-laws so it may
      be amended if necessary. Other methods of voting such as through web-based survey sites or MS
      Outlook’s voting capability were discussed. He called for the formation of a committee with the
      charge of making suggestions to the process.
   2. Elections
      The issue of uncontested elections was discussed and President Gee will submit a change to
      address it.

B. Dues Drive
   President Gee would like to combine the dues drive with the scholarship drive and would like to get more
   faculty to use the automatic deduction option.

C. Scholarship Drive
   The charge of the committee is to make suggestions to the process.

D. Faculty Hiring Process and Positions
   A timeline for the faculty hiring process, as well of past faculty hires and current vacancies were
   distributed. President Gee asked the senators to go to their divisions for comments. He reminded the
   Senate that the vacancies should not be strictly regarded as replacements and should be thought of in
   terms of college-wide needs for faculty.

E. College Budget
   President Gee reviewed a presentation from Ron Root on the budget, which outlined growth and reserves,
   etc. The Power Point presentation will be posted to the Academic Senate folder.

F. Accreditation
   Accreditation is coming up soon and President Gee recommended that the self-study begin soon. He
   asked the senators to inform their divisions.

G. Basic Skills Initiative Update
   There will be a meeting on September 19 and 20 with the evaluation team on basic skills. Information
   was given to the Senate from President Coon.

H. Illegal Computer Usage
   A letter from Ron Root concerning copyrighted material that was illegally downloaded from a peer-to-
   peer site was reviewed. The issue of the District having a computer usage policy was brought up.

IX. INFORMATION ITEMS

A. Agenda for 2008/2009: Senate and College - deferred

B. Senate Roster
   The roster was distributed and President Gee asked for any corrections.

C. Committee Roster
   The roster of standing committees was given to the Senate for changes. Changes to the committees’
   membership were submitted. There will be a change of charge request made at the next College Council
   meeting from the ACCC.
D. State Academic Senate Events 2008-2009
   1. 2008 Fall Session
       November 6-8, 2008, The Westin Bonaventure, Los Angeles, CA
   2. 2009 Accreditation Institute
       January 23-25, 2009, Dolce Hayes Mansion, San Jose, CA
   3. 2009 Teaching Institute
       February 20 – 22, 2009, San Jose Marriott, San Jose, CA (TBC)
   4. 2009 Vocational Education Institute
       March 12 - 14, 2009, Sheraton Universal, Universal City, CA
   5. 2009 Spring Session
       April 16-18, 2009, SFO Westin, Millbrae, CA
   6. 2009 Leadership Institute
       June 18 – 20, 2009, Granlibakken Resort, Lake Tahoe, CA
   7. 2009 Curriculum Institute
       July 9 - 11, 2009, TBC, Southern CA

E. Discipline List Revisions - Process Known
   The discipline list is going through revisions. President Gee asked the senators to go back to the divisions for discussion if changes are needed.

F. Standing Committee Membership and Alignment with the Shared Governance Handbook
   The College Council is working on the memberships of various committees.

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-Henry Gee/Elaine Ortiz-Kristich
   B. Board of Trustees-Henry Gee
   C. District Council-Henry Gee
   D. Treasurer’s Report
   E. College Committees (1 minute @ )
      1. All College Curriculum: Eric Narveson, Chair
      2. Campus Technology: Steve Mentor, Chair
      3. Budget Committee: Sally Chumbley, Chair
      4. Safety/Facilities: David Ames, Chair
      5. Staff Development: Nasreen Rahim, Chair
      6. Retention/Matriculation: Emily Banh, Chair
      7. Institutional Effectiveness: vacant
   F. Senate Committees

XI. ADJOURNMENT: The meeting was adjourned at 5:05
President Henry Gee Present
Past President Harry Lichtbach Present
Social Science, Humanities, Arts, & PE Eric Narveson Present
Social Science, Humanities, Arts, & PE John Carrion Absent
Business & Applied Technology Harry Lichtbach Present
Counseling Services Elaine Ortiz-Kristich Present
Counseling Services Martha Hardin Present
Library and Learning Resources Nasreen Rahim Present
Language Arts Steve Blades Present
Language Arts Sravani Banerjee Present
Math, Science, and Engineering Henry Estrada Present
Math, Science, and Engineering Bonnie Brown Present
Nursing & Allied Health Peggy Gorbach Present
At Large Charlie Kahn-Lomax Present
At Large Harvey Gipson Present
Adjunct Blanca Ezquerro Present
Adjunct Jimmie Wilson Absent

GUESTS: Caritha Anderson, M. Goka, Lauren McKee, Vivian Morgan, Raquel Rojas, Robin Salak, Sterling Warner

I. CALL TO ORDER:
President Henry Gee called the meeting to order at 3:09 in Gullo II Conference Room. He welcomed and introduced the new senators and the guests present. He reported that there was a good voter turnout in the recent election; however, eight ballots were not counted because of illegibly signed or unsigned ballots. He asked the senators to remind their divisions that the ballots must be legibly printed and signed.

II. ADOPTION OF AGENDA (5 min.)
Additions/Deletions/Corrections
Items to be Deferred
Due to the timely and important faculty hiring (item VII.A.) most of the agenda was deferred. Adoption of Agenda (Including consent items marked #) – adopted

III. APPROVAL OF MINUTES – September 16, 2008 minutes were approved as submitted.

IV. RECOGNITION AND ANNOUNCEMENTS
Announcements
Academic Senate & Curriculum Committee retreat on Nov. 14, 2008 - Emerging Technologies. Contact Elaine Ortiz-Kristich for more information.
A reminder about Latino Heritage Month, the writing contest and upcoming film

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 (2008-2009)
1. College Technology
2. Budget
3. College Safety/Facilities
4. Matriculation/Student Success
VII. ACTION/DISCUSSION ITEMS (Items with * have related documents posted in Outlook Public: “EVC Academic Senate”: “Documents for Meetings”)

A. Faculty Hiring Process and Positions Discussion 3:30
President Gee informed the senators that they would be allotted three minutes (timed) to make a presentation for a faculty hiring. After that, there will be two “round robin” sessions where the senators will make additional one minute statements for faculty hiring positions. Various speakers gave statistics and other data pertaining to their requests. President Gee handed out a list of previous faculty positions from last year—many which were not filled at that time. After the presentation portion was completed, the ballot was distributed to the Senate. The following are the positions and the vote tally:

Position
English (Affirm)
English (Enlace)
Administration of Justice
Math
Political Science
Theater Arts
Nursing CNA
ESL
Accounting
CADD
English 1
Librarian
English 2
Learning Disability Specialist: 11 yes, 1 yes w/adj, 1 no
B. Senate Committees (update)
   1. Scholarship
      a. Raising the Scholarship Amount
   2. Distinguished Faculty of the Year

VIII. DISCUSSION ITEMS - deferred
A. Standing Rules
   1. Distinguished Faculty of the Year Award Process
   2. Elections
B. Dues Drive
C. Scholarship Drive
D. Basic Skills Initiative Update
E. Computer and Network Use Policy and Procedures
F. By-Laws Changes
   1. Ballot Counting
   2. Voting: Uncontested Elections

IX. INFORMATION ITEMS- deferred
A. Agenda for 2008/2009: Senate and College
B. Committee Roster
C. Discipline List Revisions
D. Senate Budget and State Conferences
E. Chapter 4/5 Policies (update)
F. Textbook Adoption Committee Formation
G. Senate Meeting Dates (update)
H. Equivalency Training Dates
   1. October 14th, 12:30-2:30 pm
   2. November 13th, 1:00 – 3:00
I. Spring Plenary Session/Area B Meeting pm

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-Henry Gee/Elaine Ortiz-Kristich
B. Board of Trustees-Henry Gee
C. District Council-Henry Gee
D. Treasurer’s Report
E. College Committees (1 minute @ )
   1. All College Curriculum: Eric Narveson, Chair
   2. Campus Technology: Steve Mentor, Chair
   3. Budget Committee: Wei Zhou, Chair
   4. Safety/Facilities: David Ames, Chair
   5. Staff Development: Nasreen Rahim, Chair
   6. Retention/Matriculation: Emily Banh, Chair
   7. Institutional Effectiveness: R.J. Ruppenthal
F. Senate Committees

XI. ADJOURNMENT: The meeting was adjourned at 4:48 p.m.
CALL TO ORDER

President Henry Gee called the meeting to order at 3:30 pm in Gullo II. He introduced the newly elected Adjunct representative, Jimmie Wilson.

ADOPTION OF AGENDA (5 min.)

Additions/Deletions/Corrections:
- Added: VI.D. Peer Evaluation for Peggy Gorbach
- Added: VII.D Scholarship Amount

Items to be Deferred:
- VIII.D. By-laws changes

Adoption of Agenda (Including consent items marked #) - adopted

APPROVAL OF MINUTES: The minutes of October 7, 2008 were approved with changes.

RECOGNITION AND ANNOUNCEMENTS

Announcements
- Tank tours: Saturday, November 8th at 10:00 AM and Saturday and November 22nd at 10:00 a.m.
- TLC open house on October 29th from 12:30-2:30 p.m.
- A film presentation on voting, October 30, from 12:15-1:40 pm in Montgomery Hall
- Same sex marriage debate this Thursday, from 12:30-1:30 p.m. in Gullo II
- Veteran’s Day Observance on November 12th
- Academic Senate & Curriculum Committee retreat on November 14, 2008 - Emerging Technologies

Recognition
- Rigoberta Menchu’s appearance, which was very inspirational and well attended

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 (2008-2009)
   1. College Technology
   2. Budget
   3. College Safety/Facilities
   4. Matriculation/Student Success – the following areas still need representatives:
      a. Business & Workforce Development
      b. Nursing & Allied Health
      c. Social Science, Arts, Humanities & P.E.
   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. Committee for Modernization Project for Cedro and PE Buildings
  16. Professional Improvement Committee (PIC)
      President Gee asked the Senate to go to their divisions and seek members for PIC.
  17. PRC
  18. Acacia Modernization Project Planning Team
  19. Textbook Adoption
B. #Tenure Review Committees
C. #Screening Committees
D. Peer Evaluation Committee
   1. Peggy Gorbach: Richard Baiardo (instructor’s choice) - approved

VII. ACTION/DISCUSSION ITEMS (Items with * have related documents posted in Outlook Public:
“EVC Academic Senate”: “Documents for Meetings”)
A. Treasurer
   Senator Blanca Ezquerro nominated herself for Treasurer at a previous meeting. President Gee asked if
anyone else was willing to serve in that capacity; there was no one else interested. A motion was made to
approve Senator Ezquerro as Treasurer. The motion was seconded and passed.
B. Chapter 6: Administrative Services, Policy and Procedure
   Chapter 6, from Ron Root, was given to the Senate for review and was briefly discussed. Mr. Root is
transforming the previous policies into policies and procedures. The policy is in the Senate folder so that
the divisions can see it.
C. (Interim) Hiring Procedures for Full-Time Temporary Faculty
   The procedures were given to the Senate for a first reading. The procedure was developed for a temporary
situation where a full time, tenure track faculty goes out on leave and needs a full time replacement. There
were comments and suggestions made to the procedures.
D. Scholarship Amount
   In light of the economy, there has been discussion about increasing the Academic Senate scholarship. The
amount of the increase was discussed. A motion was made to increase the scholarship to $1200.00. The motion was
approved.
   The vote on the motion was approved.
VIII. DISCUSSION ITEMS
A. Chapter 4/5 Policies (update)
The Chapter 5 policies are currently being reviewed. There are several new administrators in Student Services and they need time to review the policies.
B. Computer and Network Use Policy and Procedures
The Computer and Network Use Policy and Procedures are being delayed until the unions have discussed it with the District which parts are or are not negotiable.
C. Standing Rules
1. Distinguished Faculty of the Year Award Process
Presently a resolution which Senators Banerjee and Blades gave the Senate last year is being considered for action at the next meeting. A question arose about the number of senators on this committee. There was consensus from the Senate that the number on the committee should not be limited. The members are Sravani Banerjee, Henry Estrada, Harry Lichtbach, Eric Narveson, Elaine Ortiz-Kristich
2. Elections – deferred
D. By-Laws Changes – deferred
1. Ballot Counting
2. Voting: Uncontested Elections

IX. INFORMATION ITEMS
A. Faculty Hiring Update - deferred
B. Senate Committees (update)
2. Distinguished Faculty of the Year
Sravani Banerjee, Henry Estrada, Harry Lichtbach, Eric Narveson, Elaine Ortiz-Kristich
C. Agenda for 2008/2009: College agenda by President Coon was distributed to the Senate.
D. Committee Roster - deferred
E. Discipline List Revisions - deferred
F. Dues Drive - deferred
G. Scholarship Drive - deferred
H. Basic Skills Initiative Update - deferred
I. PE/Athletics Expansion - Information was distributed to the Senate
J. Update Programs: CNA, Legal Interpreter - Information was distributed to the Senate
K. Meeting Matrix - Information was distributed to the Senate
L. Equivalency Training Dates: November 13, 1:00 – 3:00 in Mishra Conference Room

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: Archive Committee structure to match other committees.
B. Board of Trustees-Henry Gee
C. District Council-Henry Gee
D. Treasurer’s Report
E. College Committees (1 minute @ )
1. All College Curriculum: Eric Narveson, Chair
2. Campus Technology: Steve Mentor, Chair
3. Budget Committee: Wei Zhou, Chair
4. Safety/Facilities: David Ames, Chair
5. Staff Development: Nasreen Rahim, Chair
6. Retention/Matriculation: Emily Banh, Chair
7. Institutional Effectiveness: RJ Ruppenthal
F. Senate Committees

XI. ADJOURNMENT – The meeting was adjourned at 5:00 p.m.
President: Henry Gee
Past President: Harry Lichtbach
Social Science, Humanities, Arts, & PE:
  Eric Narveson
  John Carrion
Business & Applied Technology: Harry Lichtbach
Counseling Services: Elaine Ortiz-Kristich
Counseling Services: Martha Hardin
Library and Learning Resources: Nasreen Rahim
Language Arts: Steve Blades
Language Arts: Sravani Banerjee
Math, Science, and Engineering: Henry Estrada
Math, Science, and Engineering: Bonnie Brown
Nursing & Allied Health: Peggy Gorbach
At Large: Charlie Kahn-Lomax
At Large: Harvey Gipson
Adjunct: Blanca Ezquerro
Adjunct: Jimmie Wilson

Guest: Patrick Butler, Tammei Gilkerson, Vivian Morgan and Tom Onwiler

I. CALL TO ORDER
The meeting was called to order at 3:45 p.m. Before reaching a quorum, President Gee reviewed the District’s enrollment history as well as financial concerns.

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

III. APPROVAL OF MINUTES – The minutes of November 4, 2008 were approved as submitted.

IV. RECOGNITION AND ANNOUNCEMENTS
Announcements
The campus budget meeting at 6:00 p.m. on November 18th

Recognition
Eric Narveson and the Veteran’s Day ceremony
St. Andrew’s Day celebration

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 (2008-2009)
  1. College Technology
  2. Budget
  3. College Safety/Facilities
4. **Matriculation/Student Success** – the following areas still need representatives.
   a. Business & Workforce Development
   b. Nursing & Allied Health
   c. Social Science, Arts, Humanities & P.E.

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. Committee for Modernization Project for Cedro and PE Buildings
16. Professional Improvement Committee (PIC)
17. PRC
18. Acacia Modernization Project Planning Team
19. Textbook Adoption

B. **#Tenure Review Committees**
C. **#Screening Committees**
D. **#Peer Evaluation Committee**

VII. **ACTION/DISCUSSION ITEMS** (Items with * have related documents posted in Outlook Public: “EVC Academic Senate”: “Documents for Meetings”)
A. **Interim Full-Time Faculty Hiring Procedures:** The FA will discuss this at the next meeting.

VIII. **DISCUSSION ITEMS**

IX. **INFORMATION ITEMS**
A. Committee Roster - deferred
B. Discipline List Revisions
   President Gee distributed the list of revisions and asked the Senate to share them with their divisions.
C. Faculty Hiring Update
   At this time, faculty hiring will continue as planned. President Gee would like the job announcements to be seen by the faculty in the areas of the openings to make sure they are accurate and current, including minimum qualifications. President Gee advised the Senate to go to the District’s web page and check on their FSA’s.
D. Dues Drive - deferred
E. Scholarship Drive - deferred
F. Basic Skills Initiative Update - deferred
G. PE/Athletics Expansion - deferred
H. Update Programs: CNA, Legal Interpreter - deferred
I. Technology Update
   Tom Onwiler, Chief Technology Officer, discussed the various technology plans that ITSS will be implementing, including computer replacement. Mr. Onwiler would like faculty input as to what works best for them. He spoke to the Senate about issues that involve faculty, including problems with the switch from WebCT to Blackboard’s software and is aware of the problems that the faculty are having with the program. He also addressed the transition to MS Office 2007 and various ways to offer training, including a class and a session at the next PDD day. A suggestion was made to create a survey instrument for ITSS to better assist faculty with technology concerns. The Senate was asked to send any comments or questions to Mr. Onwiler. He would like to speak with the Senate on a more regular basis.
J.  Matriculation Plan
Tammeil Gilkerson, Dean of Counseling Services spoke to the Senate about two publications: The Matriculation Plan and Student Services Program Review. The Matriculation Plan has been updated and includes mandated components such as assessment, admissions, orientation, and counseling and advisement. She then discussed the Student Services Program Review. Student Services includes four categorically state-funded programs: EOP&S/Care, Disabled Students Program, CalWorks/Win Program and Matriculation. Ms. Gilkerson will forward a copy of the Student Services Program Review to the Academic Senate office for placement in the Senate folder.

K.  Certificated Hiring Procedures
Patrick Butler, who is currently working on rewriting all the hiring procedures for new faculty, addressed the Senate about improving the process. Mr. Butler would like to have the new procedures in place by the end of the spring 2009 semester to have it in place by fall 2009. It was agreed that the existing procedures take too long and, as a result, qualified candidates get hired by other colleges. Other colleges’ procedures were discussed. Mr. Butler will be talking with the deans, HR, the Diversity office and the FA, as well as others, about the draft procedures and then return to the Senate with them. He will return to the Senate in February with the first draft and asked that any questions or comments be submitted through email.

L.  Distinguished Faculty of the Year Resolution- 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-Henry Gee/Elaine Ortiz-Kristich
B.  Board of Trustees-Henry Gee
C.  District Council-Henry Gee
D.  Treasurer’s
E.  Faculty Association
F.  College Committees (1 minute @ )
   1.  All College Curriculum: Eric Narveson, Chair
   2.  Campus Technology: Steve Mentor, Chair
   3.  Budget Committee: Wei Zhou, Chair
   4.  Safety/Facilities: David Ames, Chair
   5.  Staff Development: Nasreen Rahim, Chair
   6.  Retention/Matriculation: Emily Banh, Chair
   7.  Institutional Effectiveness: RJ Ruppenthal, Chair
G.  Senate Committees
   1.  Scholarship
   2.  Distinguished Faculty of the Year

XI.  ADJOURNMENT: The meeting was adjourned at 4:55 p.m.
President: Henry Gee; Present
Past President: Harry Lichtbach; Present
Social Science, Humanities, Arts & PE: Eric Narveson; Present
Social Science, Humanities, Arts & PE: John Carrion; Present
Business & Applied Technology: Harry Lichtbach; Present
Counseling Services: Elaine Ortiz-Kristich; Present
Counseling Services: Martha Hardin; Present
Library and Learning Resources: Nasreen Rahim; Present
Language Arts: Steve Blades; Present
Language Arts: Martha Hardin; Present
Math, Science, and Engineering: Henry Estrada; Absent
Math, Science, and Engineering: Bonnie Brown; Present
Nursing & Allied Health: Peggy Gorbach; Present
At Large: Charlie Kahn-Lomax; Present
At Large: Harvey Gipson; Present
Adjunct: Blanca Ezquerro; Absent
Adjunct: Jimmie Wilson; Present

Guests: Bill Campbell, Sandy Dillon, Maricella Disch, Mark Gonzales, Barbara Hanfling, Bayinaah Jones, Mellanie Reynolds, David Yancey

I. CALL TO ORDER: The meeting was called to order at 3:05 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 – The November 18, 2008 were approved as submitted.

IV. RECOGNITION AND ANNOUNCEMENTS
Announcements
Campus Block Party on December 18
Luncheon for Paul Fong at Todai in Eastridge Mall on December 5

Recognition
Author’s Series on December 3
The bookstore’s holiday gala event today

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 (2008-2009)
   1. College Technology
   2. Budget
   3. College Safety/Facilities
   4. Matriculation/Student Success
   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. Committee for Modernization Project for Cedro and PE Buildings
16. Professional Improvement Committee (PIC)
17. PRC
18. Acacia Modernization Project Planning Team
19. Textbook Adoption

B. #Tenure Review Committees
C. Screening Committees
   1. #Vice Chancellor of Administrative Services: Henry Gee
   2. Vice Chancellor of Human Resources: Elaine Ortiz-Kristich

D. #Peer Evaluation Committee

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

A. Interim Full-Time Faculty Hiring Procedures
   Several members of Human Resources and the Faculty Association attended the meeting to discuss the Interim Full-time Hiring Procedures. Barbara Hanfling gave background for the hiring procedures, including the rationale for not extending the hiring timeline, which was at issue in the Senate. President Gee explained that there were situations where more time was given when necessary. A motion was made to accept the procedures with the ten-day timeframe and the comments sent forward from the Senate. The motion was seconded and passed.

B. Concept of PE/Athletics Expansion
   Mark Gonzales, Dean of SSHAPE, and Bill Campbell, Interim Director of PE and Athletics, attended the Senate meeting to explain and answer questions about the PE expansion. A motion was made to endorse the concept of the intercollegiate athletics expansion. The motion was seconded and approved.

VIII. DISCUSSION ITEMS

A. Concept of PE/Athletics Expansion
   A motion was made to move this item to action/discussion. The motion was seconded and passed.

IX. INFORMATION ITEMS

A. Committee Roster - deferred
B. Discipline List Revisions - deferred
C. Faculty Hiring Update - deferred
D. Dues Drive - deferred
E. Scholarship Drive - deferred
F. Basic Skills Initiative Update - deferred
G. Update Programs: CNA, Legal Interpreter - deferred
H. Distinguished Faculty of the Year Resolution - deferred
I. Services Provided by RIE
   Dr. Bayinaah Jones, Executive Director of Research and Institutional Effectiveness, gave a presentation on what RIE offers. Dr. Jones reviewed the mission, and the various publications and the intranet links available through the RIE office. She handed out the Fast Facts 2008 booklet to the Senate and it was discussed. Dr. Jones will return to the Senate early next semester.
J. Chapter 5 Update
K. Modernization Project Update
   President Gee gave the timelines for the buildings being remodeled. Cedro/Physical Education will be
   relocated and will be in their newly renovated offices by January, 2010. The new Fine Arts building will
   be ready to be occupied by fall of 2008. The Acacia building project has been delayed until January, 2011
   and the Roble building will be renovated next. The portables will be near the basketball court and a map
   was provided to the Senate.
L. Instructional Equipment Budget Requests - deferred
M. Student Success Presentation - 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-Henry Gee/Elaine Ortiz-Kristich
   B. Board of Trustees-Henry Gee
   C. District Council-Henry Gee
   D. Treasurer’s
   E. Faculty Association
   F. College Committees (1 minute @ )
      1. All College Curriculum: Eric Narveson, Chair
      2. Campus Technology: Steve Mentor, Chair
      3. Budget Committee: Wei Zhou, Chair
         President Gee distributed a spreadsheet of the budget with actual versus budgeted numbers,
         enrollment figures, and budgets for the last three years for comparison.
      4. Safety/Facilities: David Ames, Chair
      5. Staff Development: Nasreen Rahim, Chair
      6. Retention/Matriculation: Emily Banh, Chair
      7. Institutional Effectiveness: RJ Ruppenthal, Chair
   G. Senate Committees
      1. Scholarship
      2. Distinguished Faculty of the Year

XI. ADJOURNMENT – The meeting was adjourned at 5:00 p.m.
I. CALL TO ORDER – President Henry Gee called the meeting to order at 3:15 p.m. in Gullo II.

II. ADOPTION OF AGENDA (5 min.)
Additions/Deletions/Corrections VI.a.7 Frank Espinoza is representing SSHAPE
Items to be Deferred
Adoption of Agenda (Including consent items marked #)

III. APPROVAL OF MINUTES – The minutes of December 2, 2008 were approved as submitted.

IV. RECOGNITION AND ANNOUNCEMENTS

Announcements
Dedication of the J.E.W.L. Center located in the former AFFIRM office in Acacia

As part of the Authors’ Series, Andrew Lam will be doing a book signing in Gullo II 12:30 - 1:30 on February 4th.

Counseling Services hours are 8:00 a.m. until 5:00 p.m. Mondays through Thursdays. Fridays hours are 8:00 - 1:00 p.m. and there are no evening hours.

Recognition
Faculty recognized for tenure:
- Shelley Blackman
- Bonnie Brown
- Jack DaSilva
- Robin Hahn
- David Hendricks
- Rachel Lazo
- Todd Marvin
- R.J. Ruppenthal
- Robin Salak
- Carmen Solorzano
- Pam Turner

The inauguration festivities
The successful holiday block party in December
Black History month’s “From Plantation to Inauguration”
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 (2008-2009)
   1. College Technology
   2. Budget
   3. College Safety/Facilities
   4. Matriculation/Student Success
   5. Staff Development: Barbara Tisdale, Nursing and Allied Health
   6. Institutional Effectiveness: Kara Potter, Nursing and Allied Health
   7. College Curriculum: Frank Espinoza, SSHAPE
   8. Archives
   9. Graduation
   10. Marketing
   11. Scholarship
   12. Student Services
   13. Resource Development
   14. District Council
   15. Committee for Modernization Project for Cedro and PE Buildings
   16. Professional Improvement Committee (PIC)
   17. PRC
   18. Acacia Modernization Project Planning Team
   19. Textbook Adoption
B. #Tenure Review Committees
C. #Screening Committees
   A motion was made to add items 2 and 5 to action with the stipulation that the faculty who volunteered turn in their paperwork by the February 17th meeting. The motion was seconded and passed. Another motion was made to amend this motion to include item 4. The motion was seconded and passed.
   1. Administration of Justice Instructor: Richard Cook and Minerva Duke
   2. Math Instructor: Teck Ky and Henry Estrada
   3. Director of Student Services: Maria Elena Gressel
   4. English Instructor (AFFIRM): Richard Regua and Harvey Gipson
   5. Theater Arts Instructor: Ambica Gill and Charlie Kahn-Lomax
D. #Peer Evaluation Committee

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

VIII. DISCUSSION ITEMS
A. Chapter 4/5 Update
   President Gee distributed and reviewed the update to Chapter 4. The main focus was course repetition and repeatability. Chapter 5 was handed out in a previous meeting. So far, the update only contains policy issues; the procedures element has not been addressed yet. It will be on the agenda for approval at the next meeting.
B. Discipline List Revisions
   The Discipline List Revisions were distributed to the Senate who reviewed the eight proposals being proposed for the Spring Plenary Session. President Gee will attend the session and vote the will of the Senate there. The disciplines are:
1. Political Science (change in qualification)
2. Speech/Language Pathology
3. Biotechnology
4. Agricultural
5. Humanities
6. Mathematics
7. Statistics
8. Instructional Design/Technology

C. **Chapter 7 Update**
The update was distributed to the Senate and is available in the Senate folders. It deals with Human Resource matters and contains only policy and not procedures. The policy was reviewed and discussed. Some of the issues that were addressed were smoking on campus, romantic relationships on campus, diversity, recruitment, compensation and others.

D. **Non-Discrimination Board Policy 1910**
President Gee distributed and explained that the policy does contain administrative procedures, which are required by law. One topic that is being discussed pertains to sex/gender wording. There is an effort to have the policies approved by spring, 2009.

IX. **INFORMATION ITEMS**
A. **Committee Roster** - deferred

B. **Computer Usage Policy: Update on Discussion of Policy and Procedures** - deferred

C. **Faculty Hiring Update**
The following are the current faculty hires; committees are being formed:
1. Accounting Instructor
2. Administration of Justice Instructor
3. Certified Nursing Assistant Instructor
4. English Instructor (AFFIRM)
5. English Instructor (Enlace) (dropped)
6. International Counsel (dropped)
7. Learning Disabilities Specialist
8. Mathematics Instructor
9. Theater Arts Instructor

D. **Dues Drive**
President Gee would like to wait until next fall to start the process of payroll deduction.

E. **Scholarship Drive** (see D.)

F. **Basic Skills Initiative Update**
The committee is still meeting and looking at basic data. President Gee discovered that many students who fail their basic skills class do not register for it again.

G. **Accreditation Update**
President Gee suggested that EVC integrate the requirements of accreditation with the college standing committees within their standards and make sure that it is an on-going process rather than create ad hoc committees for the various standards. He would also like to see an annual report. He also recognized Senators Kahn-Lomax and Ortiz-Kristich for their attendance at the Accreditation Workshop sponsored by the State Senate. The brief report to the Senate included the importance of timelines, SLOs, shared governance and ideas from other campuses who had problems during the process.

H. **Budget Update**
President Gee reported that the Board had a study session last week and spent three hours with various constituents about the budget. He feels that the board should be concerned with the overall state of the financial situation and enrollment management.
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-Henry Gee/Elaine Ortiz-Kristich
B. Board of Trustees-Henry Gee
C. District Council-Henry Gee
D. Treasurer’s
E. Faculty Association
F. College Committees (1 minute @)
   1. All College Curriculum: Eric Narveson, Chair
      Senator Narveson reported that there are many courses that need to be deleted from the catalog and will send the Senators information on which courses he has proposed for deletion. He stressed that the process of course elimination must be a faculty-driven one.
   2. Campus Technology: Steve Mentor, Chair
   3. Budget Committee: Wei Zhou, Chair
   4. Safety/Facilities: David Ames, Chair
   5. Staff Development: Nasreen Rahim, Chair
   6. Retention/Matriculation: Emily Banh, Chair
   7. Institutional Effectiveness: RJ Ruppenthal, Chair

G. Senate Committees
   1. Scholarship
      Scholarship readers are needed. Jimmie Wilson, Charlie Khan-Lomax and Sravani Banerjee volunteered to read.
   2. Distinguished Faculty of the Year
      The committee submitted the guidelines and timeline for the Distinguished Faculty of the Year form with. However, it does not refer to full-time contract, was added. A motion was made to approve with the suggested changes amended by Senator Ortiz-Kristich. The motion was seconded and passed.

XI. ADJOURNMENT – President Gee adjourned at 4:50 p.m.
CALL TO ORDER– President Henry Gee called the meeting to order at 3:12 p.m. in Gullo II.

ADOPTION OF AGENDA (5 min.)

Additions/Deletions/Corrections

Items to be Deferred: XIII. a. Chapter 4/5 Update

Adoption of Agenda (Including consent items marked #) – adopted with change

APPROVAL OF MINUTES – February 3, 2009 – approved with correction

RECOGNITION AND ANNOUNCEMENTS

Announcements

Pierre Beauve was introduced to the Senate; he is a visiting student from Belgium.

Women’s Herstory Month

Retirement Check-up by CalSTRS on February 25, 2009, from 3:00 to 4:30 p.m. in Mishra

Authors’ Series tomorrow

The March on March by the Associated Students

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.

COMMITTEE APPOINTMENTS

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

#Non-Screening Committees (2008-2009)

1. College Technology
2. Budget
3. College Safety/Facilities
4. Matriculation/Student Success
5. Staff Development:
6. Institutional Effectiveness:
7. College Curriculum
8. **Archives**
   Faculty vacancies are from Nursing, Business/Workforce Development and At-large. There will be a call by email to the existing members to be approved again.

9. **Graduation**
10. **Marketing**
11. **Scholarship**
12. **Student Services**
13. **Resource Development**
14. **District Council**
15. Committee for Modernization Project for Cedro and PE Buildings
16. Professional Improvement Committee (PIC)
17. **PRC**
18. **Acacia Modernization Project Planning Team**
19. **Textbook Adoption**

B. **#Tenure Review Committees**

C. **#Screening Committees**
   1. **Administration of Justice Instructor***(3 needed)*
      Richard Cook was previously approved but since he is not teaching this semester he will not be serving and a replacement is needed.
   2. **Math Instructor:** Celso Batalha and Janice Toyoshima
   3. Director of Student Services (1 more needed)
   4. English Instructor (AFFIRM) (2 more needed)
   5. **Theater Arts Instructor:** Eric Narveson (1 more needed)
   6. **Accounting Instructor:** Christina Shaner (3 more needed)
   7. Certified Nursing Assistant Instructor (4 more needed)
   8. Learning Disabilities Specialist (4 more needed)

D. **#Peer Evaluation Committee**

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

A. **Computer Usage Policy: Update on Discussion of Policy and Procedures**
   The College Council would like to approve this. President Gee reviewed the policy with the Senate. A motion was made to accept the policy with the deletion of one line. *The motion was seconded and passed.*

B. **Non-Discrimination Board Policy 1910**
   The policy was distributed at the previous meeting and President Gee requested the divisions’ comments at that time. This policy was distributed to the divisions by the senators and there were no responses. A motion was made to approve the policy. *The motion was seconded and passed.*

C. **Chapter 7 Policy**
   The final version of Chapter 7 was also distributed at the previous meeting, which deals with human resources. This will be voted on at the next meeting.

VIII. **DISCUSSION ITEMS**

A. **Chapter 4/5 Update – deferred**

B. **Campus Smoking Policy**
   President Gee presented to the Senate at possible motion: move that Evergreen Valley College be a smoke-free campus with smoking permitted in areas designated by the college through the shared governance process. It was agreed that a faculty consensus was needed. The Academic Senate office will sent out a survey, using SurveyMonkey.com to query the faculty about a campus smoking policy.
IX. INFORMATION ITEMS
   A. Committee Roster - deferred
   B. Basic Skills Initiative Update - deferred
   C. Budget Update
      President Gee gave a presentation by Ron Root from the Board meeting about the current budget situation for EVC. He gave additional details and answered the Senate’s questions. President Gee also reviewed a list of reassigned time changes for faculty; some reassigned time was eliminated. The senators expressed their dismay at the elimination of articulation reassigned time.
   D. Discipline List Revisions - deferred
      President Gee would like the divisions to look at the list.

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 - Henry Gee/Elaine Ortiz-Kristich
   B. Board of Trustee - Henry Gee
   C. District Council - Henry Gee
   D. Treasurer’s
   E. Faculty Association
      Debbie De La Rosa reported that there will be no formal March 20, 2009 activities on PDD Day. An email will be forthcoming. There will be two flex-days: April 6 and 20. Faculty are encouraged to do work related to their assignments; however, there will be no reporting process for these activities.
   F. College Committees (1 minute @ )
      1. All College Curriculum: Eric Narveson, Chair
      2. Campus Technology: Steve Mentor, Chair
      3. Budget Committee: Wei Zhou, Chair
      4. Safety/Facilities: David Ames, Chair
      5. Staff Development: Nasreen Rahim, Chair
      6. Retention/Matriculation: Emily Banh, Chair
      7. Institutional Effectiveness: RJ Ruppenthal, Chair
   G. Senate Committees
      1. Scholarship
      2. Distinguished Faculty of the Year

XI. ADJOURNMENT – The meeting was adjourned at 5:00 p.m.
CALL TO ORDER – President Henry Gee called the meeting to order at 3:45 p.m. in Gullo II.

ADOPTION OF AGENDA (5 min.)
Additions/Deletions/Corrections
Items to be Deferred VII. A. Chapter 4/5 Update
Adoption of Agenda (Including consent items marked #) - adopted

APPROVAL OF MINUTES – The minutes of March 3, 2009 were approved.

RECOGNITION AND ANNOUNCEMENTS
Announcements
There will be a workshop given by TLC on the Digital Divide on March 25, 2008 from 12:00 to 1:30 in Mishra. The National Hispanic University debate team will be debating at Harvard University in March.

PUBLIC COMMENTS (limited to only three minutes)
This portion 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.

COMMITTEE APPOINTMENTS
Applications are available at the senate meeting but may be previewed in the Academic Senate office.
A. #Non-Screening Committees (2008-2009)
1. College Technology
2. Budget
3. College Safety/Facilities
4. Matriculation/Student Success
5. Staff Development
6. Institutional Effectiveness
7. College Curriculum
8. Archives
9. Graduation
10. Marketing
11. Scholarship
12. Student Services
B. Tenure Review Committees
C. Screening Committees
   1. Administration of Justice Instructor: David Eisenberg (2 more needed)
   3. Director of Student Services (2 more needed)
   4. English Instructor (AFFIRM) (2 more needed)
   5. Theater Arts Instructor (1 needed)
   6. Accounting Instructor: Melody Barta (2 more needed)
   7. Certified Nursing Assistant Instructor
      Barbara Tisdale, Linda Hoogendijk, Maureen Adamski (1 more needed)
   8. Dean of Language Arts
      There was concern about the applicants for this committee being from only one division. It was pointed out that, although they are in one division, they represent a broad spectrum of departments within that division. It was suggested that this committee remain open to allow faculty from outside the department to participate on the committee. A motion was made to decide on the four faculty today. The motion was seconded and passed. The committee will consist of: Debbie De La Rosa, Richard Regua, Helen Han, Khanh-Hoa Nguyen-Wong.

D. #Peer Evaluation Committee

VII. ACTION/DISCUSSION ITEMS
A. Campus Smoking Policy
   A motion that will be going to the College Council: Move that Evergreen Valley College be a smoke-free campus with smoking permitted in areas designated by the college through the shared governance process. The motion was seconded and passed.
B. Chapter 7 Policy - deferred

VIII. DISCUSSION ITEMS
A. Chapter 4/5 Update - deferred
B. Campus Smoking Policy Survey Result
   The results of the survey on a campus smoking policy were discussed. A motion was made to approve the no smoking policy on campus.

IX. INFORMATION ITEMS
A. Committee Roster - deferred
B. Basic Skills Initiative Update
   They are still working on timelines and getting report out by the end of the semester. A question arose about counselors being on the Basic Skills committee, as there are none. The meeting schedule will be publicized soon. There have been work-teams organized to work on specific goals.
C. Discipline List Revisions
D. Distinguished Faculty of the Year
   The nomination forms will be sent to the campus soon.
E. Computer Usage Policy: Update on Discussion of Policy and Procedures
   President Gee has been assured by the College Council that his concern about the “no private use for profit” line is not meant for faculty doing professional work nor accessing their emails from other colleges. The policy has been approved at both colleges.
F. **Letter from the Accreditation Commission**
   A letter from the Accreditation Commission was sent to the Senate office and shared with the senators. The letter listed the various colleges within the region and their accreditation status.

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** - Henry Gee/Elaine Ortiz-Kristich
   B. **Board of Trustees** - Henry Gee
   C. **District Council** - Henry Gee
   D. **Treasurer’s**
   E. **Faculty Association**
   F. **College Committees** (1 minute @)
      1. All College Curriculum: Eric Narveson, Chair
      2. Campus Technology: Steve Mentor, Chair
      3. **Budget Committee**: Wei Zhou, Chair
         President Gee distributed data on the EVC child care center, but he felt there was some information missing. Various issues with the center were discussed. Possible alternatives, such as having an outside group assume responsibility for the EVC site or closing it entirely and subsidize students at an off-campus facility. The Foundation, and its funding from the District, were also discussed. A projection on the General Fund was shared with the Senate, as well as a list FTEs from within the state.
      4. Safety/Facilities: David Ames, Chair
      5. Staff Development: Nasreen Rahim, Chair
      6. Retention/Matriculation: Emily Banh, Chair
      7. **Institutional Effectiveness**
         The IEC is planning to work on the four standards of accreditation including and producing a year-end report. The process should be on-going.

G. **Senate Committees**
   1. **Scholarship**
   2. **Distinguished Faculty of the Year**

XI. **ADJOURNMENT** – The meeting was adjourned at 5:00 p.m.
I. CALL TO ORDER – President Henry Gee called the meeting to order at 3:13 p.m. in Gullo II.

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, 17, 2009

IV. RECOGNITION AND ANNOUNCEMENTS

   Announcements
   Know Your Reg Date Day with counselors to answer students’ questions
   “Invisible Children” film and a speaker who was once a child soldier
   There will be a call for the Staff Development chair this spring.

   Recognition
   The closing ceremony of Women’s Herstory Month and book discussion
   The Transfer Center for the bus trip for students to Berkeley
   WIN, DSP and EOP&S’s successful site visit

V. PUBLIC COMMENTS (limited to only three minutes)
This portion 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 (2008-2009)
   1. College Technology
   2. Budget
   3. College Safety/Facilities
   4. Matriculation/Student Success
   5. Staff Development
6. Institutional Effectiveness:
7. **College Curriculum**: Brad Bergholdt: Business and Workforce Development
8. Archives
9. Graduation
10. Marketing
11. Scholarship
12. Student Services
13. Resource Development
14. District Council
15. Committee for Modernization Project for Cedro and PE Buildings
16. Professional Improvement Committee (PIC)
17. PRC
18. Acacia Modernization Project Planning Team
19. Textbook Adoption

B. #Tenure Review Committees
C. #Screening Committees
1. Director of Student Services (2 more needed)
2. English Instructor (AFFIRM) (2 more needed)
3. **Theater Arts Instructor (1 more needed)**: Lori Lujan
4. Accounting Instructor (2 more needed)
5. **Certified Nursing Assistant Instructor**: Nancy Lin

D. #Peer Evaluation Committee

VII. ACTION/DISCUSSION ITEMS
A. Chapter 7 Policy - *deferred*

VIII. DISCUSSION ITEMS
A. Chapter 4/5 Update - *deferred*
B. Faculty Hiring Policy
The faculty hiring policy was discussed at a previous meeting; however, it was reviewed line-by-line at the meeting and discussed at length. The goal from the District is for the policy to be agreed upon by the Senates by the first meeting in May. If this is not accomplished, it will be left until the fall semester. Until there is an agreement, the existing policy will be used. There will be a questionnaire for the Senate after the spring break.

IX. INFORMATION ITEMS
A. Committee Roster
President Gee asked the senators to start selecting division faculty for next year’s standing committees.
B. Basic Skills Initiative Update - *deferred*
C. Discipline List Revisions - *deferred*
D. Distinguished Faculty of the Year Update
The nominations have been received and the committees will be given the applications by Friday.
E. **Computer Usage Policy: Update on Discussion of Policy and Procedures** - *deferred*
F. Dues/Scholarship Fund - *deferred*
G. Budget Update
President Gee discussed the latest information on the budget, including the probable cuts in the classified workforce.

H. Piloting Early Alert Program
Professor Emily Banh, Chair of the Matriculation and Student Retention committee, was in attendance to get support and input about the Early Alert program from the Senate and keep them informed. She is hoping to pilot the program now. There is not a campus-wide early alert, only in the special programs. She discussed the various goals including faculty-driven and faculty-friendly. The program has encountered some resistance at times, but she is hoping to resurrect the program successfully. Various
comments were offered at the meeting with the focus on beginning the alert as soon as possible. The Senate will vote on this at the meeting of April 21st. Professor Banh will send information to the Senate office which will be sent to the Senators to share with their divisions.

I. Other
President Gee handed out information on the District-wide Research and Effectiveness Committee.

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-Henry Gee/Elaine Ortiz-Kristich
B. Board of Trustees-Henry Gee
C. District Council-Henry Gee
D. Treasurer’s
E. Faculty Association
F. College Committees (1 minute @)
1. All College Curriculum: Eric Narveson, Chair
2. Campus Technology: Steve Mentor, Chair
3. Budget Committee: Wei Zhou, Chair
4. Safety/Facilities: David Ames, Chair
5. Staff Development: Nasreen Rahim, Chair
6. Retention/Matriculation: Emily Banh, Chair
7. Institutional Effectiveness: RJ Ruppenthal, Chair Program reviews

G. Senate Committee
1. Scholarship
2. Distinguished Faculty of the Year

XI. Adjournment – The meeting was adjourned at 5:00 p.m.
President: Henry Gee
Past President: Harry Lichtbach
Social Science, Humanities, Arts, & PE: Eric Narveson
Social Science, Humanities, Arts, & PE: John Carrion
Business & Applied Technology: Harry Lichtbach
Counseling Services: Elaine Ortiz-Kristich
Counseling Services: Martha Hardin
Library and Learning Resources: Nasreen Rahim
Language Arts: Steve Blades
Language Arts: Sravani Banerjee
Math, Science, and Engineering: Henry Estrada
Math, Science, and Engineering: Bonnie Brown
Nursing & Allied Health: Peggy Gorbach
At Large: Charlie Kahn-Lomax
At Large: Harvey Gipson
Adjunct: Blanca Ezquerro
Adjunct: Jimmie Wilson

Guests: Debra De La Rosa, Bayniaah Jones and Idler Betancourt Lopez

I. CALL TO ORDER – President Henry Gee called the meeting to order at 3:15 p.m. in Gullo II.

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 31, 2009 – approved as submitted

IV. RECOGNITION AND ANNOUNCEMENTS

Recognition
RJ Ruppenthal’s new book, Fresh Food from Small Spaces: The Square-Inch Gardener’s Guide to Year-Round Growing, Fermenting and Sprouting, as well as the recent birth of his daughter.
The book Mexicans in San Jose by professors Richard and Nanette Regua

V. PUBLIC COMMENTS (limited to only three minutes)
This portion 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 (2008-2009)
1. College Technology
2. Budget
3. College Safety/Facilities
4. Matriculation/Student Success
5. Staff Development
6. Institutional Effectiveness
7. College Curriculum
8. Archives
9. Graduation: Hoa Nuygen, Language Arts
10. Marketing
11. Scholarship
12. Student Services
13. Resource Development
14. District Council
15. Committee for Modernization Project for Cedro and PE Buildings
16. Professional Improvement Committee (PIC)
17. PRC: Sterling Warner and Martha Hardin
18. Acacia Modernization Project Planning Team
19. Textbook Adoption
20. Student Grievance (removed from consent)
   Steve Blades, Carmen Solorzano, Maria Elena Gressel, Valerie Bolaris (alt)

B. #Tenure Review Committees
C. #Screening Committees
   1. Director of Student Services (2 more needed)
   2. Accounting Instructor (2 more needed)
D. #Peer Evaluation Committee

VII. ACTION/DISCUSSION ITEMS
A. Piloting Early Alert Resolution
   The resolution for support for the Early Alert Program was given to the Senate for approval. A motion was made to approve the resolution. The motion was seconded and approved.

B. Election of Senate Officers
   There are three officer seats open: president, vice president and treasurer. For the office of president, Henry Gee was nominated. Senators Elaine Ortiz-Kristich and Harvey Gipson were nominated for vice president; Senator Gipson declined and senator and current vice president, Elaine Ortiz-Kristich, accepted the nomination. The nominations for treasurer will be deferred until the next meeting. Senators Bonnie Brown, Jimmie Wilson will consider the nomination. Current treasurer, Blanca Ezquerro, who was not present at the meeting, will be able to decline or accept the nomination at the next meeting. A motion was made to accept the three names. The motion was seconded and passed.

C. Distinguished Faculty of the Year
   Senator Elaine Ortiz-Kristich explained the procedure by which they chose the four finalists: two full-time and two adjunct faculty. The senators received a summary of information sent to the Senate office. The senators spoke on each of them. A vote was taken and the two distinguished faculty of the year winners will be announced at the employee recognition ceremony in May.

VIII. DISCUSSION ITEMS
A. Chapter 4/5 Update - deferred
B. Chapter 7 Policy - deferred
C. Faculty Hiring Policy
   President Gee would like the comments returned for a summary to be distributed at the next meeting.
D. Staff Development Chair
   The Academic Senate will announce the position which is at 20% reassign time.

IX. INFORMATION ITEMS
A. Senate Elections
   There has been an update to the Senate. There will be division meetings next week for some senators who will bring their election results to the next meeting.
B. Discipline List Revisions - deferred
C. Budget Update
   President Gee reported on the budget and assured the Senate that there would be no cutting of the schedule or suspension of the hiring of new faculty. The Child Care Center will be voted on at the next board meeting.
D. Suspension of New Faculty Hires and Sabbaticals - deferred
E. Committee Roster
F. Demographics Report
   Baynaah Jones and Idler Betancourt gave a presentation on the demographics of the campus, the surrounding area and the faculty. They also gave statistics on the feeder high schools and transfer rates.

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-Henry Gee/Elaine Ortiz-Kristich
   B. Board of Trustees-Henry Gee
   C. District Council-Henry Gee
   D. Treasurer’s
   E. Faculty Association
      Professor Debbie De La Rosa, representing the FA, reported that the college has lost 22 faculty members over the last six years, saving the district 2.5 million dollars. On the topic of lay-offs, she explained that there are “silent lay-offs” of adjunct faculty every semester when courses are cut.
   F. College Committees (1 minute @ )
      1. All College Curriculum: Eric Narveson, Chair
      2. Campus Technology: Steve Mentor, Chair
      3. Budget Committee: Wei Zhou, Chair
      4. Safety/Facilities: David Ames, Chair
      5. Staff Development: Nasreen Rahim, Chair
      6. Retention/Matriculation: Emily Banh, Chair
      7. Institutional Effectiveness: RJ Ruppenthal, Chair
   G. Senate Committee
      1. Scholarship
      2. Distinguished Faculty of the Year

XI. Adjournment
I. CALL TO ORDER
No quorum.
Committees, per the by-laws, will be voted on at an Academic Senate executive committee meeting. Other items will be deferred until the first meeting of fall semester.

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

III. APPROVAL OF MINUTES – April 21, 2009 – approved with an addition.

IV. RECOGNITION AND ANNOUNCEMENTS

V. PUBLIC COMMENTS (limited to only three minutes)
This portion 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 (2008-2009)
1. College Technology
2. Budget
3. College Safety/Facilities
4. Matriculation/Student Success
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: Henry Gee and Elaine Ortiz-Kristich
15. Committee for Modernization Project for Cedro and PE Buildings
16. Professional Improvement Committee (PIC)
17. PRC: Joy Chase
18. Acacia Modernization Project Planning Team
19. Textbook Adoption
20. Student Grievance: David Hendricks (alt), Gam Nguyen (alt)
21. College Council: Henry Gee and Elaine Ortiz-Kristich

B. #Tenure Review Committees
C. #Screening Committees
   1. Director of Student Services (2 more needed)
   2. Accounting Instructor (2 more needed)
D. #Peer Evaluation Committee

VII. ACTION/DISCUSSION ITEMS
A. Election of Senate Officers
   Senator Bonnie Brown will serve as treasurer for the 2009-2010 academic year.
B. Chapter 7 Policy - deferred
C. Chapter 5 Policy - deferred
D. Faculty Hiring Policy
   Pat Butler was in attendance to discuss the faculty hiring policy and get a sense of EVC’s point of view in order to get closer to its approval. Comments from SJCC were distributed in addition to the comments provided by EVC and were discussed item by item. So far, it has not been approved by either Senate. It was agreed that the current hiring policy prolongs the process to the extent that many good candidates are no longer available because they are hired elsewhere. President Gee would like to see a review of the job descriptions. The composition of screening committees was also discussed.
E. Staff Development Chair: Nasreen Rahim
F. Executive Committee: Eric Narveson and Bonnie Brown

VIII. DISCUSSION ITEMS
A. Chapter 4 Update - deferred

IX. INFORMATION ITEMS
A. Senate Elections – There were no new seats filled at this time.
B. Discipline List Revisions
C. Budget Update
   President Gee went over the latest information about the budget with the Senate. He reviewed how the District is dealing with the financial setbacks. Some of ideas include cutting sections, no faculty hires, salary reductions and benefit cost modifications.
D. Committee Roster
E. Curriculum and Faculty Institutes - deferred
F. ITSS Green Initiatives
   David Lo, Tom Onwiler and Octavio Cruz gave a demonstration on paperless rosters, census and grading in order to reduce costs of energy, mail and paper rather than using current conventional methods. It will be tested this summer and piloted in Fall, 2009. There was discussion and they will return to the Senate meeting in October for an update and to address any concerns.
X. REPORTS (10 min)

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XI. Adjournment