

# 2008-2009 Academic Senate Minutes

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

**EVERGREEN VALLEY COLLEGE**  
**A C A D E M I C   S E N A T E**  
**MINUTES**  
**September 16, 2008**

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	Absent
Language Arts	Steve Blades	Present
Language Arts	Sravani Banerjee	Absent
Math, Science, and Engineering	Henry Estrada	Present
Math, Science, and Engineering	Bonnie Brown	Present
Nursing & Allied Health	Peggy Gorbach	Absent
At Large	Vacant	-----
At Large	Harvey Gipson	Present
Adjunct	Blanca Ezquerro	Present
Adjunct	Margaret Goka	Present

**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 1<sup>st</sup>. 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
12. Scholarship
13. Student Services
14. Resource Development
15. District Council
16. Committee for Modernization Project for Cedro and PE Buildings
17. Professional Improvement Committee (PIC)
18. **PRC:** Joy Chase and Sterling Warner
19. **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 Ezquerro, 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**

**EVERGREEN VALLEY COLLEGE**  
**A C A D E M I C   S E N A T E**  
**MINUTES**  
**October 7, 2008**

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)**

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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 (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
12. Scholarship
13. Student Services
14. Resource Development
15. District Council
16. Committee for Modernization Project for Cedro and PE Buildings
17. Professional Improvement Committee (PIC)
18. **PRC:** Martha Hardin
19. **Acacia Modernization Project Planning Team**  
Kara Potter, Nursing; Teck Ky, Math, Science and Engineering; Jose Valentin (alternate) Math, Science and Engineering
20. **Textbook Adoption Policy**  
Jack Baker, Math, Science and Engineering; Hue Le, EOP&S; Leslie Williams, Counseling Services; Lorena Mata, Library and Learning Services; Steve Blades, Language Arts

**B. #Tenure Review Committees**

1. **Sandy DeWolfe:** Felicia Mesa (instructor's choice)
2. **Preeti Srinivasan:** Chui Hwang (dean's choice) and Jose Valentin (instructor's choice)
3. **Michael Hernandez:** David Ames (dean's choice) and Brad Bergholdt (instructor's choice)

**C. #Screening Committees**

1. **Budget Analyst:** Leticia Burke
2. **Instructional Support Assistant:** Ken Jardin

**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 14<sup>th</sup>, 12:30-2:30 pm**
  - 2. November 13<sup>th</sup>, 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.



**EVERGREEN VALLEY COLLEGE**  
**A C A D E M I C   S E N A T E**  
**MINUTES**  
**October 21, 2008**

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	Absent
Library and Learning Resources	Nasreen Rahim	Present
Language Arts	Steve Blades	Absent
Language Arts	Sravani Banerjee	Present
Math, Science, and Engineering	Henry Estrada	Absent
Math, Science, and Engineering	Bonnie Brown	Present
Nursing & Allied Health	Peggy Gorbach	Absent
At Large	Charlie Kahn-Lomax	Present
At Large	Harvey Gipson	Present
Adjunct	Blanca Ezquerro	Present
Adjunct	Jimmie Wilson	Present

**Guest:** Debbie De La Rosa

**I. 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.

**II. ADOPTION OF AGENDA (5 min.)**

Additions/Deletions/Corrections: Added: VI.D. Peer Evaluation for Peggy Gorbach  
VII.D Scholarship Amount  
Items to be Deferred: VIII.D. By-laws changes  
Adoption of Agenda (Including consent items marked #) - *adopted*

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

**IV. 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 29<sup>th</sup> 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

**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 (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 seconded.* An amendment was made to increase the scholarship to \$1500.00. The amendment was defeated. *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)**
  - 1. **Scholarship :** Charlie Kahn-Lomax volunteered.
  - 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.

**EVERGREEN VALLEY COLLEGE**  
**A C A D E M I C   S E N A T E**  
**MINUTES**  
**November 18, 2008**

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	Absent
Library and Learning Resources	Nasreen Rahim	Absent
Language Arts	Steve Blades	Present
Language Arts	Sravani Banerjee	Present
Math, Science, and Engineering	Henry Estrada	Present
Math, Science, and Engineering	Bonnie Brown	Absent
Nursing & Allied Health	Peggy Gorbach	Absent
At Large	Charlie Kahn-Lomax	Present
At Large	Harvey Gipson	Present
Adjunct	Blanca Ezquerro	Absent
Adjunct	Jimmie Wilson	Present

**Guest:** Patrick Butler, Tammeil 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

XII.L. 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 18<sup>th</sup>

Recognition

Eric Narveson and the Veteran's Day ceremony

St. Andrew's Day celebration

**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 (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 the 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.

**EVERGREEN VALLEY COLLEGE**  
**A C A D E M I C   S E N A T E**  
**MINUTES**  
**December 2, 2008**

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	Sravani Banerjee	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 Today 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.**

**EVERGREEN VALLEY COLLEGE**  
**A C A D E M I C   S E N A T E**  
**MINUTES**  
**February 3, 2009**

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	Absent
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	Absent
Adjunct	Jimmie Wilson	Present

**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 4<sup>th</sup>.

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 17<sup>th</sup> 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:** MariaElena 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.

**EVERGREEN VALLEY COLLEGE**  
**A C A D E M I C   S E N A T E**  
**MINUTES**  
**February 17, 2009**

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	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	Absent
Adjunct	Jimmie Wilson	Present

**Guests:** Debbie De La Rosa and Pierre Beauve

**I. CALL TO ORDER**– President Henry Gee called the meeting to order at 3:12 p.m. in Gullo II.

**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*

**III. APPROVAL OF MINUTES** – February 3, 2009 – *approved with correction*

**IV. 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

**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**  
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.**



**EVERGREEN VALLEY COLLEGE**  
**A C A D E M I C   S E N A T E**  
**MINUTES**  
**March 3, 2009**

President	Henry Gee	Present
Past President	Harry Lichtbach	Absent
Social Science, Humanities, Arts, & PE	Eric Narveson	Absent
Social Science, Humanities, Arts, & PE	John Carrion	Present
Business & Applied Technology	Harry Lichtbach	Absent
Counseling Services	Elaine Ortiz-Kristich	Present
Counseling Services	Martha Hardin	Present
Library and Learning Resources	Nasreen Rahim	Absent
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	Absent
At Large	Charlie Kahn-Lomax	Present
At Large	Harvey Gipson	Absent
Adjunct	Blanca Ezquerro	Present
Adjunct	Jimmie Wilson	Absent

Guest: Debbie De La Rosa

- I. CALL TO ORDER** – President Henry Gee called the meeting to order at 3:45 p.m. in Gullo II.
- 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*
- III. APPROVAL OF MINUTES** – The minutes of March 3, 2009 were approved.
- IV. 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.
- 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
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:** 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.

**EVERGREEN VALLEY COLLEGE**  
**A C A D E M I C   S E N A T E**  
**MINUTES**  
**March 31, 2009**

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	Absent
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	Absent
Adjunct	Jimmie Wilson	Present

**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, 2 009

**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 21<sup>st</sup>. 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.

**EVERGREEN VALLEY COLLEGE**  
**A C A D E M I C   S E N A T E**  
**MINUTES**  
**April 21, 2009**

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	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	Absent
Adjunct	Jimmie Wilson	Present

**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)

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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 (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, MariaElena 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**

**EVERGREEN VALLEY COLLEGE**  
**A C A D E M I C   S E N A T E**  
**NOTES**  
**May 5, 2009**

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

**Guests:** Pat Butler, Octavio Cruz, David Lo, Tom Onwiler

**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)**

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 Committee**

**1. Scholarship**

**2. Distinguished Faculty of the Year**

**XI. Adjournment**