

2012-2013 Academic Senate Minutes

September 4, 2012
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EVERGREEN VALLEY COLLEGE
A C A D E M I C S E N A T E
MINUTES
September 4, 2012

President	Eric Narveson	Present
Past President	Jack Baker	Present
Social Science, Humanities, Arts, & PE	Ambica Gill	Present
Social Science, Humanities, Arts, & PE	Kelley Wells	Present
Business & Workforce Development	Soledad Santos	Present
Counseling Services	Elaine Ortiz-Kristich	Present
Library and Learning Resources	Vacant	Absent
Language Arts	Steve Blades	Present
Language Arts	Robin Hahn	Present
Math, Science, and Engineering	Jack Baker	Present
Math, Science, and Engineering	Bonnie Brown	Present
Nursing & Allied Health	Peggy Gorbach	Absent
At Large	Charlie Kahn-Lomax	Present
At Large	Marjorie Clark	Absent
Adjunct	Steven Graham	Present

Guests: Henry Gee and Mike Russell

I. CALL TO ORDER

President Eric Narveson called the meeting to order at 3:10 p. m. in the Mishra Conference Room.

II. ADOPTION OF AGENDA (5 min.)

Additions/Deletions/Corrections: Information items K and L added.

Items to be Deferred

Adoption of Agenda (Including consent items marked #) - *approved*

III. APPROVAL OF MINUTES – May 1, 2012 - *deferred*

IV. RECOGNITION AND ANNOUNCEMENTS

V. PUBLIC COMMENTS (limited to only three minutes)

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

A concern was voiced about the new mural on the Cedro building. The main issue was the perceived lack of shared governance in its creation. President Narveson explained the theme of the mural and that it had been approved through College Council and the Board. It will be discussed further at 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 (2012-2013)

1. College Technology
2. Budget
3. College Safety/Facilities
4. **Retention Matriculation:** Bob Brown, Business and Workforce Development
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
19. Acacia Modernization

B. #Tenure Review Committees

C. #Screening Committees

1. **Nursing Instructor** Maureen Adamski, Jackie Keane, Rozanne Lopez, and Nancy Lin

D. #Peer Review Committees

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

VIII. DISCUSSION ITEMS

IX. INFORMATION ITEMS

A. Accreditation Report

Lynette Apen was not present and the Senate would rather have something more in-depth than a summary as an update. As soon as the Academic Senate office receives the information, it will be passed on to the Senate via e-mail.

B. District Technology Master Plan

Vice President Henry Gee and Mike Russell, Representative from Campus Works. Mr. Gee gave background about the plan, including that EVC got a poor accreditation rating because of alluding to the District Office in the plan, who never followed through with it. Mike Russell explained there is a core team, which has been working on the plan. There was work done at PDD and Mr. Russell, the core team, and others are still working on the plan. There is a document that will be distributed soon and it is on the X drive on the college network. He reminded the Senate that this will always be a living document and this is a step forward to advance technology on campus. The deadline to put this item on the Board agenda is September 20th for the October meeting. The link will be sent to the Academic Senate office and shared with the Senate and feedback is requested.

C. Leadership Workshop Update

President Narveson gave a brief report on the workshop. He was invited to Cuesta College so see how their Senate operates.

D. Curriculum Institute Update

Senator Charlie Kahn-Lomax also provided input into the SLO topic, some colleges are having problems and some are not. Repeatability of courses is also an issue at various colleges.

E. Sexually Inappropriate Behavior Resolution - *deferred*

F. Sexual Harassment/Discrimination Procedures- *deferred*

G. Elections for Senators

New Senators for this year are Ambica Gill--SSHAPE, Jack Baker--Math, Science, and Engineering, and Robin Hahn--Language Arts.

H. Adjunct Election Update: The nominations are in the mailboxes and due on the 14th of September.

I. Collection of Dues and Scholarship Funds

Treasurer Soledad Santos asked the Senate for contributions to the fund. She will send out dues/scholarship requests soon.

J. Copy of the By-laws

President Narveson has nearly completed the approved edits to the by-laws and they will be distributed at the next meeting.

K. University Now Presentation

Some felt that the Open University presentation at September PDD was not appropriate. This will be on the next agenda as a discussion item.

L. FW Grade

An objection was expressed to President Narveson about the FW grade, which is stated in the catalog. This new grade designation was mandated by the state. The Senate recommended that anyone having issues with this new policy talk to Dean of Enrollment Octavio Cruz.

X. REPORTS (10 min):

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

A. College Council-Eric Narveson/Marjorie Clark

C. District Council-Eric Narveson/Marjorie Clark

B. Board of Trustees-Eric Narveson –

President Narveson will be providing Board updates to the Senate based on the agendas. There are four seats up for election this coming November.

D. Treasurer's Report-Bonnie Brown

E. College Committees (1 minute @)

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

F. Senate Committees

1. Executive Committee
2. College Council
3. District Council

G. Accreditation

H. Faculty Association

XI. ADJOURNMENT – President Narveson adjourned the meeting at 4:00 p.m.

EVERGREEN VALLEY COLLEGE
A C A D E M I C S E N A T E
MINUTES
September 18, 2012

President	Eric Narveson	Present
Past President	Jack Baker	Present
Social Science, Humanities, Arts, & PE	Ambica Gill	Absent
Social Science, Humanities, Arts, & PE	Kelley Wells	Present
Business & Workforce Development	Soledad Santos	Present
Counseling Services	Elaine Ortiz-Kristich	Absent
Library and Learning Resources	Vacant	Absent
Language Arts	Steve Blades	Present
Language Arts	Robin Hahn	Present
Math, Science, and Engineering	Jack Baker	Present
Math, Science, and Engineering	Bonnie Brown	Present
Nursing & Allied Health	Peggy Gorbach	Present
At Large	Charlie Kahn-Lomax	Present
At Large	Marjorie Clark	Present
Adjunct		
Adjunct		Election in process

Guests: President Henry Yong, Sterling Warner, Debbie De La Rosa, Nick Laudato, and Mark Miller

I. CALL TO ORDER

President Eric Narveson called the meeting to order at 3:25 in the Mishra Conference Room.

II. ADOPTION OF AGENDA (5 min.)

Additions/Deletions/Corrections

Items to be Deferred

Adoption of Agenda (Including consent items marked #)

III. APPROVAL OF MINUTES – September 4, 2112 – *approved*, May 1, 2012 *deferred*

IV. RECOGNITION AND ANNOUNCEMENTS

Constitution Day was well attended.

Sally Chumbley is now the business coordinator.

The first Authors' Series was a success and there will be another, Jamaal May on October 17.

There will be some screening committee requests forthcoming.

Women's HerStory Committee is gearing up for the Women's History Month Activities with the theme of sisterhood.

There will be a Language Arts and VA writing event about writing through war.

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 (2012-2013)

1. College Technology
2. Budget
3. College Safety/Facilities
4. Retention Matriculation
5. Staff Development
6. Institutional Effectiveness
7. College Curriculum
8. Archives
9. Graduation
10. Marketing
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**: a spring replacement is needed.
19. Acacia Modernization
20. **District Budget Committee**: one faculty member is needed

B. #Tenure Review Committees

C. #Screening Committees

D. #Peer Review Committees

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

A. Accreditation Follow Up Report

The Senators were given a copy of the plan and reviewed it. There was a question about what the Senate's approval was worth and some felt that there was no choice but to approve the report. Senator Narveson stated that if there was no Senate approval that accreditation could be jeopardized. The main contention was the SLO requirement, which many felt was a poor measurement for teaching. It was suggested that a paper of dissent could be included or it could be passed with prejudice and that this would be a good topic for the next PDD. A motion was made to endorse the report. *The motion was seconded and passed.*

B. District Technology Master Plan

Dr. Nick Laudato, of Campus Works, gave an update on the development on the plan and dispelled various rumors and misconceptions he has heard on campus. There are five strategic initiatives that need to be addressed immediately: creation of an intranet, improvement of a web presence, creation of a shadow system, addressing better document management system, and improvement of Datatel Colleague application. There were five additional tasks: moving the data center along with the District Office, implementation of a federal ID system, update of the library systems, printing and complete rollover of the VoIP system. There was a question about the formation of the committee and it was noted that this was a task force created in summer to address the issues of technology in relation to accreditation requirement. Dr. Laudato would like to see this as a permanent and on-going committee. The next draft of the plan will be made available soon. The Senate agreed to endorse the plan. A motion was made to establish a standing committee to address technology issues. *The motion was seconded and passed.*

VIII. DISCUSSION ITEMS

- A. **Cedro Murals** – *removed*
- B. **Private Institutions Promoting on Campus**
This was briefly discussed and will be discussed at the next meeting when Frank Espinoza is present.
- C. **FW Grade Concerns**
After discussion, it was agreed that President Narveson and Octavio Cruz should send out information to all faculty regarding the FW grade for clarification.

IX. INFORMATION ITEMS

- A. **21KV Project (Planned Power Outage) and Winter/Summer Schedules**
President Henry Yong and Mark Miller gave an update on the problem and the plan of the power status on campus and how the campus will be affected. Mr. Miller explained how the power outage of June 2012, was caused and the scope of the repairs. Examination of the power failure also exposed some of the weaknesses of the (original, 1974) power system. Mr. Miller listed the current risks and problems with the current system, including a bigger power failure during the timeframe of instruction. The power needs to be shut down on campus to rebuild the system. The best timeframe would be during the winter break. Mr. Miller explained the steps needed to power down the campus, including some generators where needed, a 24 hour fire-watch, and police presence. The contract with the company will require milestones with financial penalties and daily reports of site watches. Because of the tunnels, the weather will not be a major factor. The Senate was asked to contact Mark Miller if there are additional questions.
- B. **Leadership Workshop Update**- *deferred*
- C. **Sexually Inappropriate Behavior Resolution** – *deferred*
- D. **Sexual Harassment/Discrimination Procedures** - *deferred*
- E. **Adjunct Election Update**
The election is in process with ballots to be distributed September 19. There are four nominees.
- F. **Collection of Dues and Scholarship Update**
Treasurer Soledad Santos has sent out the dues and scholarship fund requests and is considering having a fundraising event.
- G. **Equivalency Training**- *deferred*
- H. **Methods of Voting**- *deferred*
- I. **Agenda Additions**
President Narveson requested that the Senate send agenda items to the Senate office no later than the Thursday before the meeting.

X. REPORTS (10 min):

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

- A. **College Council**-Eric Narveson/Marjorie Clark
- C. **District Council**-Eric Narveson/Marjorie Clark
- B. **Board of Trustees**-Eric Narveson
- D. **Treasurer's Report**-Soledad Santos

- E. College Committees (1 minute @)**
 - 1. All College Curriculum: Eric Narveson
 - 2. Campus Technology: Steve Mentor, Chair
 - 3. Budget Committee: Henry Gee, Chair
 - 4. Safety/Facilities: Ken Tarquinio, Chair
 - 5. Staff Development: Nasreen Rahim, Chair
 - 6. Retention/Matriculation: Emily Banh, Chair
 - 7. Institutional Effectiveness: RJ Ruppenthal
- F. Senate Committees**
 - 1. Executive Committee
 - 2. College Council
 - 3. District Council
- G. Accreditation**
- H. Faculty Association**

XI. ADJOURNMENT: *The meeting was adjourned at 5:10*

EVERGREEN VALLEY COLLEGE
A C A D E M I C S E N A T E
MINUTES
October 2, 2012

President	Eric Narveson	Present
Past President	Jack Baker	Present
Social Science, Humanities, Arts, & PE	Ambica Gill	Present
Social Science, Humanities, Arts, & PE	Kelley Wells	Present
Business & Workforce Development	Soledad Santos	Present
Counseling Services	Elaine Ortiz-Kristich	Present
Library and Learning Resources	Vacant	Absent
Language Arts	Steve Blades	Present
Language Arts	Robin Hahn	Present
Math, Science, and Engineering	Jack Baker	Present
Math, Science, and Engineering	Bonnie Brown	Present
Nursing & Allied Health	Peggy Gorbach	Absent
At Large	Charlie Kahn-Lomax	Present
At Large	Marjorie Clark	Absent
Adjunct	Steven Graham	Present
Adjunct	Jimmie Wilson	Absent

Guests: President Henry Yong and Nasreen Rahim

- I. CALL TO ORDER:** President Narveson called the meeting to order in the Mishra conference room at 3:08 p.m.
- II. ADOPTION OF AGENDA (5 min.)**
 Additions/Deletions/Corrections
 Items to be Deferred
 Adoption of Agenda (Including consent items marked #)
- III. APPROVAL OF MINUTES** – September 18, 2012 - *deferred* and May 1, 2012 - *approved*
- IV. RECOGNITION AND ANNOUNCEMENTS**
 Voter registration will be in front of the LRC on October 15, from 10:30 until 12:30
 UC and CSU transfer and application counseling is taking place now.
 SJSU plans to reduce the new student population by only accepting foreign and out of state students for spring.
 Active shooter training went well, and a video will be available.
 President Narveson will be attending a meeting about the south campus design plan.
 Dean Octavio Cruz and President Narveson will co-author a note about FW grading and instructor initiated withdrawals.
- 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 (2012-2013)**
 - 1. College Technology
 - 2. Budget

3. College Safety/Facilities
 4. **Retention Matriculation:** Robert Brown
 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
 19. Acacia Modernization
 20. District Budget
- B. #Tenure Review Committees**
1. **May Chen:** Al Gonzalez and Lisa Hayes
- C. Screening Committees**
1. **Support Assistant, Lab Lead, English/ESL (2)**
After a paper ballot was taken, Valerie Bolaris, Lana Strickland were selected to serve.
 - #2. **Lab Tech IV:** Jose Valentin and Preeti Srinivasan
 - #3. **Police Lieutenant:** Janice Toyoshima
- D. #Peer Review Committees**
1. **Teck Ky:** Laimi Cong-Huygen
 2. **Lisa Hays:** Elizabeth Stauble
 3. **Bob Lombard:** Teck Ky

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

VIII. DISCUSSION ITEMS

A. Scholarship and Dues Fundraising

Senate Treasurer Soledad Santos met with Senators Peggy Gorbach and Steve Graham to gather various ideas to raise funds for the Academic Senate scholarship fund.

Some ideas thus far include, 1) a flyer where a certain percentage spent at a restaurant would go towards the fund, 2) a dinner at a restaurant with the concept of "meeting your Senators," 3) a duck race in the lake, with a percentage used for a prize and the rest going to the fund, and 4) an event such as bowling. Also suggested was a film screening event and having a presentation from an instructor with related expertise. President Narveson asked the Senate to send any other ideas to Senator Santos. This will be discussed further at the next meeting.

B. Private Institutions Promoting on Campus

In a previous meeting, the Senate expressed dismay at private colleges promoting themselves at various events on campus such as transfer day and at the PDD day. Some of the institutions attend unexpectedly and uninvited, often from outside the area. Some colleges are not currently accredited and it was felt that the students were being misled or confused. There is currently no policy addressing this and it was agreed that standards, as well as a policy addressing this are, needed. President Narveson will speak to Victor Garza and check to see if there is a policy or standards. He reminded the Senate it was one of the 10+1 Senate responsibilities.

IX. INFORMATION ITEMS

- A. **Adjunct Election Update:** Steven Graham and Jimmie Wilson were elected.
- B. **Faculty Hiring for 2013-2014**
President Narveson presented the Senate with the priority list from last year. He has requested that Senators go back to their constituencies for recommendations. Professor Nasreen Rahim was present to update the Senate on the faculty vacancies in her division. Counseling vacancies were also discussed.
- C. **Executive Committee**
A question was raised about how the committee was staffed. The by-laws are unclear about the procedure. President Narveson suggested that a by-law change be made about committee selection and asked for volunteers.
- D. **Campus Power Shut Down**
The campus power shutdown is scheduled for December and January. Various locations are being considered for support services and classrooms. Utilizing the VPA building is one of the options, as well as three blocks of instruction time: morning, afternoon, and evening, and more online instruction. Another idea was to send some staff to work on the SJCC campus. The goal for completion is three and a half weeks.

X. REPORTS (10 min):

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

- A. **College Council**-Eric Narveson/Marjorie Clark
- C. **District Council**-Eric Narveson/Marjorie Clark
- B. **Board of Trustees**-Eric Narveson
- D. **Treasurer's Report**-Soledad Santos
Senator Santos requested, from the Senate, contributions for dues and scholarship.
- E. **College Committees** (1 minute @)
 - 1. All College Curriculum: Eric Narveson
 - 2. Campus Technology: Steve Mentor, Chair
 - 3. Budget: Henry Gee, Chair
 - 4. Safety/Facilities: Ken Tarquinio, Chair
 - 5. **Staff Development:** Nasreen Rahim, Chair
Current Chair, Nasreen Rahim, has not been compensated in any way for three years. President asked Professor Rahim to write a resolution.
 - 6. Retention/Matriculation: Emily Banh, Chair
 - 7. Institutional Effectiveness: RJ Ruppenthal
 - 8. **District Budget:** Senator Steven Graham reported that there was concern about budget rollover of extra funds. Also, a concern were departments overestimating their budget requests.
- F. **Senate Committees**
 - 1. Executive Committee
- G. **Accreditation**
- H. **Faculty Association**

XI. ADJOURNMENT – President Eric Narveson adjourned the meeting at 5:00 p.m.

EVERGREEN VALLEY COLLEGE
A C A D E M I C S E N A T E
MINUTES
October 16, 2012

President	Eric Narveson	Present
Past President	Jack Baker	Present
Social Science, Humanities, Arts, & PE	Ambica Gill	Present
Social Science, Humanities, Arts, & PE	Kelley Wells	Present
Business & Workforce Development	Soledad Santos	Present
Counseling Services	Elaine Ortiz-Kristich	Absent
Library and Learning Resources	Nasreen Rahim	Present
Language Arts	Steve Blades	Present
Language Arts	Robin Hahn	Present
Math, Science, and Engineering	Jack Baker	Present
Math, Science, and Engineering	Bonnie Brown	Present
Nursing & Allied Health	Peggy Gorbach	Present
At Large	Charlie Kahn-Lomax	Present
At Large	Marjorie Clark	Present
Adjunct	Steven Graham	Present
Adjunct	Jimmie Wilson	Present

Guests: Lorena Mata, Savander Parker, Maureen Adamski, Sandra De Wolfe, Rachel Lazo, Debbie De La Rosa

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

II. ADOPTION OF AGENDA (5 min.)

Additions/Deletions/Corrections: *Information items E and F added*

Items to be Deferred

Adoption of Agenda (Including consent items marked #)

III. APPROVAL OF MINUTES – October 2, 2012 and September 18, 2012 – *approved as submitted*

IV. RECOGNITION AND ANNOUNCEMENTS

Senators Jack Baker, Charlie Kahn-Lomax and Kelley Wells were recognized for helping to quell a verbal altercation in the LRC lobby during the meeting.

Senator Marjorie Clark reported on a planning and research meeting she had attended regarding student success.

The Right of Passage event was well attended and successful.

V. PUBLIC COMMENTS (limited to only three minutes)

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Senator Clark read a statement from Robin Salak about her equivalency circumstances.

Rachel Lazo, Art professor, discussed her department's needs for faculty. She is the sole fulltime instructor in the department and lacks the expertise for some of the other areas within the discipline.

Lorena Mata, Librarian, spoke about the faculty hiring needs in the Library. She outlined the various duties that go beyond the reference desk, which librarians perform, and how the library serves the entire campus. Librarians also lead instructional sessions and participate in shared governance committees.

VI. COMMITTEE APPOINTMENTS

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

A. #Non-Screening Committees (2012-2013)

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17. Professional Improvement Committee (PIC)
18. PRC
19. Acacia Modernization
20. District Budget

B. #Tenure Review Committees

1. Avita Tavana

Jack Baker (faculty), Janice Toyoshima (faculty), and Rozanne Lopez (dean)

C. #Screening Committees

1. Dean of Language Arts

Richard Longacre, Lorena Mata, and Khanh-Hoa Nguyen-Wong, Sterling Warner (pending receipt of application)

D. #Peer Review Committees

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

VIII. DISCUSSION ITEMS

A. Scholarship and Dues Fundraising

Treasurer, and fund raising subcommittee member, Soledad Santos reported on some more ideas for raising funds such as crazy hat day and karaoke. She would like to implement a Survey Monkey poll to gather more ideas and asked that suggestions be sent to her. She also reminded the Senate to be sure and pay their dues and donate to the scholarship.

B. Private Institutions Promoting on Campus

It was reported that the students at SJCC were in favor of University Now and other private institutions promoting themselves. A recommendation was made to involve students in any stance that the Senate takes. The Staff Development committee is aware of the controversy surrounding this and will be more involved in the future. A motion was made to defer this to the next meeting after Senators have had time to speak with their divisions. *The motion was seconded and passed.* A motion was made to invite students to the Senate meeting to hear the discussion on the matter. *The motion was seconded and passed.*

C. Faculty Hiring for 2013-2014

The Senate was presented with the former list that was forwarded to the President with suggestions for faculty hires. A Senator motioned that the former list be forwarded. *The motion was seconded and did not pass.* A motion was made to create a new list of faculty hires for 2013-2014 including a ranking and a

rationale for positions on the list. *The motion was seconded and passed.* President Narveson requested that the Senate send ten position recommendations, ranked and with rationale to the Senate office.

IX. INFORMATION ITEMS

A. Sexually Inappropriate Behavior Resolution

The need to create a resolution for dealing with sexually inappropriate behavior to inform campus employees was raised. A statement from an unnamed faculty member, who was a victim of such behavior, was read as an example for the need for such education and to raise awareness.

B. Sexual Harassment/Discrimination Procedures

There is an ad hoc committee working on formulating more detailed procedures for dealing with sexual harassment complaints. Senator Kelley Wells is also involved with this committee. A suggestion was made to have a proposal go before the Senate. Another suggestion was made to include this in PPD and hold it during the general session, which would include all campus.

C. Fall Plenary Session (Southern California)

President Narveson will be going and he noted that this is the year for discipline list changes.

D. EEO & Diversity Advisory Council Vacant Seat

There is a vacancy, and a description will be provided before the vacancy is announced.

E. Staff Development Reassigned Time

There was a request for reassigned time and it is feared that the lack of reassigned time and having faculty work uncompensated is setting a bad precedence for not only this position, but for any other committee chairs. President Narveson will write a statement to President Yong requesting 30% reassign time.

F. Nursing Program Changes to Admissions Policy

The Nursing Program has proposed raising standards in the program in order to better assure student success at the board exams. The change is in line with the trend with other nursing programs.

X. REPORTS (10 min):

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

A. College Council-Eric Narveson/Marjorie Clark

C. District Council-Eric Narveson/Marjorie Clark

B. Board of Trustees-Eric Narveson

D. Treasurer's Report-Soledad Santos

E. College Committees (1 minute @)

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

F. Senate Committees

1. Executive Committee
2. College Council
3. District Council

G. Accreditation

H. Faculty Association

XI. ADJOURNMENT

EVERGREEN VALLEY COLLEGE
A C A D E M I C S E N A T E
MINUTES
November 6, 2012

President	Eric Narveson	Present
Past President	Jack Baker	Present
Social Science, Humanities, Arts, & PE	Ambica Gill	Present
Social Science, Humanities, Arts, & PE	Kelley Wells	Present
Business & Workforce Development	Soledad Santos	Present
Counseling Services	Elaine Ortiz-Kristich	Present
Library and Learning Resources	Nasreen Rahim	Present
Language Arts	Steve Blades	Present
Language Arts	Robin Hahn	Present
Math, Science, and Engineering	Jack Baker	Present
Math, Science, and Engineering	Bonnie Brown	Present
Nursing & Allied Health	Peggy Gorbach	Present
At Large	Charlie Kahn-Lomax	Present
At Large	Marjorie Clark	Present
Adjunct	Steven Graham	Present
Adjunct	Jimmie Wilson	Present

Guests: Teck Ky, Ray Aguirre, Robin Salak, Chow Dong

I. CALL TO ORDER: President Narveson called the meeting to order in the Mishra conference room 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 – October 16, 2012 – *approved as submitted.*

IV. RECOGNITION AND ANNOUNCEMENTS

The Saint Andrew’s Day event will be held from 11:30 until 1:00 on November 13.

Some members of the District’s Student Success Task Committee presented their definition of student success to SJCC. They will be making a similar presentation to EVC, time and location to be determined.

The accreditation team was on campus last week and they will not be in contact with the campus until January.

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.

Math Professor Teck Ky spoke on behalf of his department for the hiring of new Mathematics instructors.

Senator Marjorie Clark read a statement about her support of Professor Robin Salak’s equivalency process.

Robin Salak also spoke and gave an update about her equivalency progression.

VI. COMMITTEE APPOINTMENTS

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

A. #Non-Screening Committees (2012-2013)

1. College Technology
2. **Budget:** Robert Brown
3. College Safety/Facilities
4. Retention Matriculation
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
19. Acacia Modernization
20. District Budget

B. #Tenure Review Committees

C. #Screening Committees

1. **Interim Dean of Counseling:** Janina Espinoza
2. **Instructional Support Assistant:** Nancy Wambach and Todd Marvin

D. #Peer Review Committees

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

A. Scholarship and Dues Fundraising

Treasurer Soledad Santos and Senator Peggy Gorbach reported on the results of the faculty survey on fundraising events, and the idea with the most votes was having a "don't come" event where donations are accepted and the second place idea was having a flyer from a restaurant that would donate a percentage of purchase to the Senate.

B. Faculty Hiring for 2013-2014

After discussion about the faculty hiring needs President Narveson took a vote, by secret ballot, and the results were:

Ranked

1. Nursing
2. Transfer Counselor
3. General Counselor
4. Library
5. Math
6. Art

Unranked

- Theatre
- Music
- English/ENLACE
- Math

- C. Sexually Inappropriate Behavior Resolution (5 mins)**
Senator Marjorie Clark sought approval of the resolution which was previously seen by the Senate. A motion was made to approve the resolution. *The motion was seconded and passed.* The resolution will be forwarded to the College Council. The Senate was reminded that this is not a policy.
- D. Sexual Harassment/Discrimination Procedures - deferred**
- E. Staff Development Reassigned Time**
President Narveson shared a letter addressed to President Henry Yong in support of reinstating reassigned time to the Chair of the Staff Development Committee. He requested 30% reassigned time, beginning in spring 2013. Some minor language changes were suggested. Whether the time would be retroactive was discussed, as well as the change being in effect at the beginning of November or immediately. A motion was made to request that the change be retroactive from the beginning of the fall semester. *The motion was passed and seconded.*
- F. Nursing Program Changes to Admissions Policy (5 mins) 3:50-3:55**
At the previous meeting, the Dean of Nursing and a faculty member from Nursing were present to explain the proposed changes to the admissions policy into the Nursing program. They explained how they had to raise the entrance standards from 68% to 75% to better insure student success at the State level. A motion was made to approve the change. *The motion was seconded and passed.*

VIII. DISCUSSION ITEMS

- A. Private Institutions Promoting on Campus- deferred**
- B. Bakersfield Senate Resolution**
Senator Marjorie Clark reported on the resolution, drafted by SJCC Academic Senate President Charles Heimler and is directed to the Board. The resolution dealt with examining budget cuts and assuring that the cuts were kept as far from the students as possible. A copy of the resolution was distributed and will be voted on at the next meeting.
- C. Senate Equivalency Training – deferred**
- D. District Equivalency Committee – deferred**
- E. Request: State Senate Assistance with Equivalency – deferred**
- F. 2012 District Security Master Plan**
Campus Police Chief Aguirre reported on the plans for campus security. He would like the Senate to endorse them. He has a document about the plan, but he explained that it is controlled, but he would make it available to anyone interested. He cited areas that need improvement such as text messaging, comprehensive phone messaging, improved lighting and landscaping, and central access control. Chief Aguirre also answered questions from the Senate and explained that his emails, regarding current violent campus events, were sent with the intention of building awareness of the increased violence in the area.
- G. PDD Sexual Harassment Presentation – deferred**
- H. District Culture & Civility Task Force**
The District has created the task force originating from a suggestion at the Board retreat. The first meeting is on Wednesday, November 7. President Narveson will provide more information at the next meeting.

I. MSCC Representation on Hiring Committees

President Narveson distributed the proposed committee composition from MSCC. This new plan included more MSCC members on screening committees. It has not been well-received and will be discussed further.

J. District Mission Plan

The District Mission Statement was handed out and will be discussed further and voted on at the next meeting.

IX. INFORMATION ITEMS

X. REPORTS (10 min):

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

A. College Council-Eric Narveson/Marjorie Clark

C. District Council-Eric Narveson/Marjorie Clark

B. Board of Trustees-Eric Narveson

D. Treasurer's Report-Soledad Santos

E. College Committees (1 minute @)

1. All College Curriculum: Eric Narveson

2. Campus Technology: Steve Mentor, Chair

3. Budget Committee: Henry Gee, Chair

4. Safety/Facilities: Ken Tarquinio, Chair

5. Staff Development: Nasreen Rahim, Chair

6. Retention/Matriculation: Emily Banh, Chair

7. Institutional Effectiveness: RJ Ruppenthal

F. Senate Committees

1. Executive Committee

2. College Council

3. District Council

G. Accreditation

H. Faculty Association

XI. ADJOURNMENT

EVERGREEN VALLEY COLLEGE
A C A D E M I C S E N A T E
MINUTES
November 20, 2012

President	Eric Narveson	Present
Past President	Jack Baker	Present
Social Science, Humanities, Arts, & PE	Ambica Gill	Present
Social Science, Humanities, Arts, & PE	Kelley Wells	Present
Business & Workforce Development	Soledad Santos	Present
Counseling Services	Elaine Ortiz-Kristich	Absent
Library and Learning Resources	Nasreen Rahim	Present
Language Arts	Steve Blades	Present
Language Arts	Robin Hahn	Present
Math, Science, and Engineering	Jack Baker	Present
Math, Science, and Engineering	Bonnie Brown	Present
Nursing & Allied Health	Peggy Gorbach	Present
At Large	Charlie Kahn-Lomax	Present
At Large	Marjorie Clark	Present
Adjunct	Steven Graham	Present
Adjunct	Jimmie Wilson	Absent

Guest: Debbie De La Rosa

- I. CALL TO ORDER:** President Narveson called the meeting to order in the Mishra conference room at 3:07 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** – November 6, 2012-- *approved with minor changes.*
- IV. RECOGNITION AND ANNOUNCEMENTS**
President Narveson commented on his recent trip to Cuesta College to observe their Senate.
- 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 (2012-2013)**
1. College Technology
 2. **Budget—members are still needed**
 3. College Safety/Facilities
 4. Retention Matriculation
 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
19. Acacia Modernization
20. District Budget

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

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

- A. Scholarship and Dues Fundraising Update—deferred**
- B. Sexual Harassment/Discrimination Procedures**

Senator Kelley Wells said the document was near completion and he will be sending a copy to the Senate soon. It will be voted on at the next meeting.
- C. Joint Senate Resolution (Formerly Bakersfield Resolution)**

Senator Marjorie Clark distributed and read the latest version of the resolution. Language changes were suggested. A motion was made to approve the resolution as amended. *The motion was seconded and passed.*
- D. MSCC Representation on Hiring Committees**

President Narveson updated the Senate about the proposed plans to increase the MSCC membership on screening committee and relayed the discussion at the District Council. He would like to have a sense of how the Senate felt about those changes. It was felt that there is no compelling reason to make these changes. Moreover, it presents a logistical problem when trying to convene a committee meeting, as well as placing an extra burden on the MSCC employees. There was also concern expressed about how the topic came to appear first on the agenda at the District Council. A motion was made to state that the Academic Senate is adamantly opposed to changing the present make-up of the screening committees. *The motion was seconded and passed.*
- E. 2012 District Security Master Plan**

Chief Ray Aguirre discussed the plan at the last meeting and asked the Senate to endorse it. Concern was expressed about the cost of the proposed plan and lack of specific information. A motion was made to have President Narveson have this deferred at the College Council until more information is available. *The motion was seconded and passed.*
- F. District Mission Plan-- moved from Discussion**

A motion as made to endorse the District Mission and Vision statement. *The motion was seconded and passed.*

VIII. DISCUSSION ITEMS

- A. Executive Committee/By-Law Change**

Senator Marjorie Clark related the function of the Executive Committee of the SJCC Academic Senate. It was suggested that the EVC Senate could work better with the SJCC Senate if there were more parity in operating structure. It was suggested that a subcommittee be established to discuss this further and that more discussion take place after additional information is obtained from SJCC. It was also suggested that there be a reporting requirement added. This will remain a discussion item for further discussion.
- B. Senate President and Senate Elected Chairs/By-Law Change**

The topic of one person holding the positions of Academic Senate President and the Chair of a committee (All College Curriculum and Staff Development) that reports to the Senate. It was suggested that, if the by-laws are changed, there should be a provision included for an interim chair, in case there is nobody to fill the position on either of the committees.

- C. Senate Equivalency Training**
President Narveson would like to arrange an equivalency training session. One hour is all that is necessary and it could be accomplished during a Senate meeting when the agenda is not full. It was suggested that this occur at the first meeting of the 2013 spring semester.
- D. District Equivalency Committee**
President Narveson would also like to establish a District Equivalency Committee. There was general discussion about equivalency and minimum qualifications.
- E. Request: State Senate Assistance with Equivalency**
The State Senate is available to help faculty with equivalency matters by offering technical assistance. This will be brought back as an action item.
- F. PDD Sexual Harassment Presentation**
It was suggested that a presentation/training session be held during the spring PPD and that a speaker be found who can address the topic well and with sensitivity.
- G. District Culture & Civility Task Force**
There have been two meetings, and the meetings are held from 4:00 until 6:00 on designated Wednesdays. Judy Rookstool and Sam Ho will be the facilitators and are working on a policy. This is also addressed in accreditation; however, the District was not downgraded for it. It was proposed at the summer retreat organized by the District. It was also suggested that a survey be conducted.
- H. Joint Senate Signing Ceremony**
There may be a celebratory social event with both Senates and celebrate the signing of the joint resolution. This will be addressed more at the next meeting.
- I. District Mission Plan—*moved to action***
- J. Private Institutions Promoting on Campus--*removed***
- K. SJCC Senate Membership**
There is some interest in how the membership of the SJCC Academic designates its seats.

IX. INFORMATION ITEMS

X. REPORTS (10 min):

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

- A. College Council**-Eric Narveson/Marjorie Clark
- C. District Council**-Eric Narveson/Marjorie Clark
- B. Board of Trustees**-Eric Narveson
- D. Treasurer's Report**-Soledad Santos
- E. College Committees (1 minute @)**
 - 1. All College Curriculum: Eric Narveson
 - 2. Campus Technology: Steve Mentor, Chair
 - 3. Budget Committee: Henry Gee, Chair
 - 4. Safety/Facilities: Ken Tarquinio, Chair
 - 5. Staff Development: Nasreen Rahim, Chair
 - 6. Retention/Matriculation: Emily Banh, Chair
 - 7. Institutional Effectiveness: RJ Ruppenthal
- F. Senate Committees**
 - 1. Executive Committee
 - 2. College Council
 - 3. District Council
- G. Accreditation**
- H. Faculty Association**

XI. ADJOURNMENT

EVERGREEN VALLEY COLLEGE
A C A D E M I C S E N A T E
DRAFT MINUTES
December 4, 2012

President	Eric Narveson	Present
Past President	Jack Baker	Present
Social Science, Humanities, Arts, & PE	Ambica Gill	Present
Social Science, Humanities, Arts, & PE	Kelley Wells	Present
Business & Workforce Development	Soledad Santos	Present
Counseling Services	Elaine Ortiz-Kristich	Present
Library and Learning Resources	Nasreen Rahim	Present
Language Arts	Steve Blades	Present
Language Arts	Robin Hahn	Absent
Math, Science, and Engineering	Jack Baker	Present
Math, Science, and Engineering	Bonnie Brown	Present
Nursing & Allied Health	Peggy Gorbach	Present
At Large	Charlie Kahn-Lomax	Absent
At Large	Marjorie Clark	Present
Adjunct	Steven Graham	Present
Adjunct	Jimmie Wilson	Present

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

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

III. APPROVAL OF MINUTES – November 20, 2012 - *approved as submitted*

IV. RECOGNITION AND ANNOUNCEMENTS

Senator Nasreen Rahim suggested more of a faculty presence at the Board meetings. She is planning to recruit faculty at division meetings and have attendance be more systematic.

Both college Presidents will be getting a 5% raise and three-year contracts.

The faculty hiring lists were presented to the Senate.

There is still a need for faculty on the Budget Committee

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 (2012-2013)

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

8. Archives
9. Graduation
10. Marketing
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
19. Acacia Modernization
20. District Budget

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

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

A. Scholarship and Dues Fundraising Update

Treasurer Soledad Santos gave a report and said that in spring there will be a fundraiser where a flyer will be generated for a restaurant and a percentage will go towards the scholarship fund.

B. Sexual Harassment/Discrimination Procedures

Senators Marjorie Clark and Kelley Wells presented recommendations to the revisions to existing procedures. The issues were discussed extensively and comments and suggestions were offered from the Senators. It was felt that the timeline component was crucial and should be specific. Senators Wells and Clark will work on the procedures, incorporate the Senate changes and then send the document to Sam Ho. A motion was made to ask Sam Ho to attend a Senate meeting after he has read the final procedures documents and ask for clarification. *The motion was seconded and passed.*

C. Senate Equivalency Training

There will be a training session on February 19, 2013 and will be an hour long or half the meeting.

D. Request: State Senate Assistance with Equivalency

A motion was made to direct the Senate President to contact the State Senate and invite them to come and assist the Senate with the equivalency training process on campus. *The motion was seconded and passed.* Another motion was made to invite the Chancellor and the President sometime in the spring to address equivalency issues. *The motion was seconded and passed.* A recommendation was made to extend the invitation to the SJCC Academic Senate President Charles Heimler and President Narveson said that he would.

E. District Equivalency Committee

President Narveson would like to use the State Senate assistance to help form a District equivalency committee. He is waiting to hear from the SJCC Senate; he has spoken to Vice Chancellor Kim Garcia and she is in favor of it. The nature of the committee has not yet been finalized.

F. PDD Sexual Harassment Presentation

There will be a proposal for a presentation on PPD to staff development. A motion was made to request to the Staff Development Committee chair to include a presentation on sexual harassment on PPD day. *The motion was seconded and passed.*

G. By-laws Changes to the President's Duties

A change to the bylaws was proposed that would preclude the EVC Academic Senate President from serving as the chair to either the Staff Development or Curriculum committees due to a conflict of interest. Vice President Marjorie Clark referenced the State Senate's "Curriculum Committee Roles Structure Duties and Standards of Good Practice", which she passed around to the Senate and from which she read portions. A motion was made to defer the issue to the spring. *The motion was seconded and passed.*

VIII. DISCUSSION ITEMS

- A. **Executive Committee/By-Law Change** - *deferred*
- B. **Joint Senate Signing Ceremony** - *deferred*
- C. **2012 District Security Master Plan** - *deferred*

IX. INFORMATION ITEMS

- A. **Distinguished Faculty of the Year Committee** - *deferred*
- B. **Student Success Task Force Recommendations** - *deferred*
- C. **Bond Project List** - *deferred*

X. REPORTS (10 min):

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

- A. **College Council**-Eric Narveson/Marjorie Clark
- C. **District Council**-Eric Narveson/Marjorie Clark
- B. **Board of Trustees**-Eric Narveson
- D. **Treasurer's Report**
- E. **College Committees** (1 minute @)
 - 1. All College Curriculum: Eric Narveson
 - 2. Campus Technology: Steve Mentor, Chair
 - 3. Budget Committee: Henry Gee, Chair
 - 4. Safety/Facilities: Ken Tarquinio, Chair
 - 5. Staff Development: Nasreen Rahim, Chair
 - 6. Retention/Matriculation: Emily Banh, Chair
 - 7. Institutional Effectiveness: RJ Ruppenthal
- F. **Senate Committees**
 - 1. Executive Committee
 - 2. College Council
 - 3. District Council
- G. **Accreditation**
- H. **Faculty Association**

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
February 5, 2013

President	Eric Narveson	Present
Past President	Jack Baker	Present
Social Science, Humanities, Arts, & PE	Ambica Gill	Present
Social Science, Humanities, Arts, & PE	Vacant	-----
Business & Workforce Development	Soledad Santos	Present
Counseling Services	Elaine Ortiz-Kristich	Absent
Library and Learning Resources	Nasreen Rahim	Present
Language Arts	Steve Blades	Present
Language Arts	Robin Hahn	Present
Math, Science, and Engineering	Jack Baker	Present
Math, Science, and Engineering	Bonnie Brown	Present
Nursing & Allied Health	Peggy Gorbach	Absent
At Large	Charlie Kahn-Lomax	Present
At Large	Marjorie Clark	Present
Adjunct	Steven Graham	Present
Adjunct	Jimmie Wilson	Present

Guest: Robin Salak

I. CALL TO ORDER

President Narveson called the meeting to order in the Mishra conference room at 3:07 pm and he stated that the Executive Committee is no longer in session.

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

Additions/Deletions/Corrections

Items to be Deferred

Adoption of Agenda (Including consent items marked #)

III. APPROVAL OF MINUTES – December 4, 2012 – *approved with corrections.*

IV. RECOGNITION AND ANNOUNCEMENTS

The position for the transfer director, which was stated as 100%, has been revised to be a 50% transfer and 50% articulation.

The Dean of Language Arts position was filled and then the offer was rescinded.

An announcement for PRC members will be forthcoming.

The hiring of the Dean of Counseling is being delayed due to budget.

The electrical upgrade went very well and ahead of schedule.

The Dean of Business and Workforce Development is retiring and there will be another division shift.

A plagiarism tool, Turn It In, is available through Moodle.

African American History Month events are planned and are interesting and very well organized.

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.

Robin Salak, DPS Director, distributed and read a statement about her evaluation and its progression.

VI. COMMITTEE APPOINTMENTS

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

A. #Non-Screening Committees (2012-2013)

1. College Technology
2. Budget
3. College Safety/Facilities
4. Retention Matriculation
5. Staff Development
6. Institutional Effectiveness
7. **College Curriculum:** SSHAPE Rep.—Liz Falvey and Hai Nguyen (alternating)
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
19. Acacia Modernization
20. District Budget

B. #Tenure Review Committees

C. #Screening Committees

D. #Peer Review Committees

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

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

A. Sexual Harassment/Discrimination Procedures

The recommendations submitted still stand; however, the timelines are too lengthy and there are other concerns. Senator Clark urged the Senate to read the policies and submit recommendations. She will send the procedures to those who need them. A motion was made to invite Sam Ho to address the concerns expressed in the Senate. *The motion was seconded and passed.*

B. Scholarship and Dues Fundraising Update – *deferred*

C. District Equivalency Committee

President Narveson will continue to pursue a meeting with San Jose City College’s Senate President. A motion was made to approach SJCC after the planned equivalency training session. *The motion was seconded and passed* it was suggested that a subcommittee be formed to organize the committee. A motion was made to have a subcommittee of this Senate whose charge would be the development of a District equivalency committee working with the SJCC Senate. *The motion was seconded and passed.* The subcommittee will consist of President Narveson, Senators Marjorie Clark, Charlie Kahn-Lomax, and Jack Baker.

D. By-Laws Changes to President’s Duties

Senator Marjorie Clark distributed a summary of “The Curriculum Committee: Role, Structure, Duties, and Standards of Good Practice” to the Senate. She stressed that this was not a personal issue directed at President Narveson, but a way to avoid the perception of a conflict of interest and looks unprofessional. It was suggested that Staff Development Chair position be included in the change. It was pointed out that this would also preclude the Vice President from serving as Chair of either committee. A motion was made to change the by-laws. The motion was seconded; however, there was lack of Senators present and the vote was deferred until the next meeting.

VIII. DISCUSSION ITEMS

A. Executive Committee/By-Law Change - *deferred*

B. Student Success Task Force Recommendations

President Narveson distributed information taken from the January 22, 2013 Board agenda. An electronic copy will be requested from the Chancellor's office.

C. 2012 District Security Master Plan

Senator Steven Graham updated the Senate on the latest issues concerning the security master plan. He told the Senate that a building downtown has been purchased as the new location for the District Office and security operations will be primarily administrated electronically.

D. Screening Committee Composition

President Narveson distributed and reviewed the existing and proposed MSC composition of screening committees. He gave accounts of various meetings and how the subject was addressed.

IX. INFORMATION ITEMS

A. Distinguished Faculty of the Year Committee

President Narveson asked for volunteers for this committee. President Narveson, Senators Steven Graham, Nasreen Rahim, Bonnie Brown, and Ambica Gill have volunteered to serve on the committee.

B. Marketing Low-Enrolled Classes

There is a concern about low enrollment and a suggestion about brainstorming ideas for marketing low-enrolled courses. Dismay was expressed about the marketing visibility of other colleges in the immediate area but none have been seen about EVC. A suggestion was made to formulate a task force to look into promoting the college. Senators Nasreen Rahim, Steven Graham, Bonnie Brown and Robin Hahn volunteered to pursue this.

C. Senate Equivalency Training Update

President Narveson is putting together a presentation for the training session at the next meeting.

D. Faculty Reassigned Time

A list of faculty on campus receiving reassigned time was distributed. It was noted that SJCC was giving reassigned time to their Staff Development Chair.

E. Investigation of Robin Salak Equivalency Appeal

A concern was expressed about the appeals process and it was discussed. A motion was made to investigate Robin Salak's equivalency as well as the appeals procedures. *The motion was seconded and passed with 5 yes votes, and 3 abstentions.* Senators Marjorie Clark, Charlie Kahn-Lomax, and Robin Hahn volunteered. *The motion was seconded and passed*

F. Bond Project List – *removed*

G. SJCC Academic Senate Membership Structure - *deferred*

X. REPORTS (10 min):

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

A. College Council-Eric Narveson/Marjorie Clark

- C. District Council**-Eric Narveson/Marjorie Clark
- B. Board of Trustees**-Eric Narveson
- D. Treasurer's Report**-Soledad Santos
- E. College Committees** (1 minute @)
 - 1. All College Curriculum: Eric Narveson
 - 2. Campus Technology: Steve Mentor, Chair
 - 3. Budget Committee: Henry Gee, Chair
 - 4. Safety/Facilities: Ken Tarquinio, Chair
 - 5. Staff Development: Nasreen Rahim, Chair
 - 6. Retention/Matriculation: Emily Banh, Chair
 - 7. Institutional Effectiveness: RJ Ruppenthal
- F. Senate Committees**
 - 1. Executive Committee
 - 2. College Council
 - 3. District Council
- G. Accreditation**
- H. Faculty Association**
- I. Administrative Services** – Henry Gee

XI. ADJOURNMENT

EVERGREEN VALLEY COLLEGE
A C A D E M I C S E N A T E
MINUTES
February 19, 2013
3:00 p.m. – 5:00 p.m.
Mishra Community Room

PRESIDENT

Eric Narveson

VICE PRESIDENT

Marjorie Clark

TREASURER

Soledad Santos

PAST PRESIDENT

Jack Baker

BUSINESS & WORKFORCE DEV

Soledad Santos

COUNSELING SERVICES

Elaine Ortiz-Kristich

LIBRARY & LEARNING SERVICES

Nasreen Rahim

LANGUAGE ARTS

Robin Hahn

Steve Blades

MATH, SCIENCE, & ENGINEERING

Jack Baker

Bonnie Brown

NURSING & ALLIED HEALTH

Peggy Gorbach

SOCIAL SCIENCE, HUMANITIES,

ARTS & PE

Ambica Gill

Vacant

AT-LARGE

Charlie Kahn-Lomax

Marjorie Clark

ADJUNCT

Steven Graham

Jimmie Wilson

Guest: Harvey Gipson and Sam Ho

I. CALL TO ORDER

II. ADOPTION OF AGENDA (5 min.)

Additions/Deletions/Corrections: Added as information: Academic Senate Meeting Times for 2013-2014

Items to be Deferred

Adoption of Agenda (Including consent items marked #)

III. APPROVAL OF MINUTES – February 5, 2013 – *approved with corrections*

IV. RECOGNITION AND ANNOUNCEMENTS

The Staff Development Committee Chair's reassigned time has been restored at 30% beginning in January.

EVC has several transfer degrees and the ACCC has been asked to create more degrees. A list was distributed.

There was a special board meeting convened because of a personnel issue.

A reminder was made to turn in the census forms.

The peer and student evaluation process of Distance Education need to be examined.

Scholarship readers are needed for the Academic Senate Scholarship as well as the other scholarships.

EVC had a visit from a group looking at Title IV requirements and the outcome is awaited.

An SJCC resolution about keeping budget cuts furthest away from the students was read.

EVC was flagged on the Accreditation Report for not having SLOs as part of faculty evaluation and a request was made that the Senate leadership work with the union on this.

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 (2012-2013)

1. College Technology

2. Budget
3. College Safety/Facilities
4. Retention Matriculation
5. Staff Development
6. Institutional Effectiveness
7. College Curriculum
8. Archives
9. Graduation
10. Marketing
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:** a general announcement will be made to the faculty inviting participants.
19. Acacia Modernization
20. District Budget

B. #Tenure Review Committees

C. #Screening Committees

Dean of Nursing and Allied Health: Jackie Keane and Barbara Tisdale

D. #Peer Review Committees

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

A. Sexual Harassment/Discrimination Procedures

Previously, there were a series of questions from discussion in the Senate about the procedures. An e-mail was sent to Sam Ho listing those ten concerns. These concerns were raised and discussed with Mr. Ho:

The areas in question were timelines for formal and information complaint resolution, as well as the need to inform the complainant of the right to file complaints with the district and outside agencies simultaneously.

The language perceived as discouraging about filing formal complaints versus informal complaints was addressed and a change to more neutral language is more appropriate.

A question of harassment training was raised as there is no stipulation for the type or length of training the investigator must undergo; the training should be detailed and specific.

A committee should be established to decide if there is probable cause for an investigation rather than the CEO alone. The committee should also receive harassment training.

There is currently no language to deal with retaliation and it needs to be included.

There is no language for a complainant making a false accusation, and assurance should be given to the respondent that it is only an accusation. The accused does not always have the right to face the accuser, although most of the time it happens unless it is a special case.

Complaint procedures need to be published in classrooms, class schedules, deans’ offices, etc.

A concern was also expressed about the punitive nature of procedures rather than resolution of the situation. There is a provision for both parties to be involved in the process.

B Scholarship and Dues Fundraising Update – deferred

C. By-Laws Change Re: President, Curriculum Chair, Staff Development Chair

There has been discussion at previous meetings about the Senate President serving as the Chair of the All College Curriculum Committee. The by-laws of the SJCC Senate stipulate that the President of the Senate shall not be chair of the ACCC; staff development chair was not included. It could be perceived as a conflict of interest and is not commonly done. It was suggested to include a safety clause for a transition period. It was also suggested that the by-laws could be suspended, if need be, but that is not seen as a positive move. A motion was made to amend the by-laws to include the statement under the President's duties that states that the Academic Senate President cannot hold the position of chair for either the ACCC or Staff Development Committee with the provision of a special circumstances transitional time. *The motion was withdrawn.* It was suggested that the current by-laws be examined.

VIII. DISCUSSION ITEMS

A. By-Laws Change Re: Executive Committee – deferred

B. Screening Committee Composition

President Narveson reiterated the screening committee composition, both present and proposed. Senators reported that their divisions were opposed to the change proposed by MSC. The unions are also not in support of the changes.

C. SJCC Senate Structure - deferred

IX. INFORMATION ITEMS

A. Academic Senate Meeting Times for 2013-2103 - deferred

B. Equivalency Training

President Narveson distributed a document pertaining to the equivalency process.

X. REPORTS (10 min):

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

A. College Council-Eric Narveson/Marjorie Clark

C. District Council-Eric Narveson/Marjorie Clark

B. Board of Trustees-Eric Narveson

D. Treasurer's Report-Soledad Santos

E. College Committees (1 minute @)

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

F. Senate Committees

1. Executive Committee
2. College Council
3. District Council

G. Accreditation

H. Faculty Association

I. Administrative Services – Henry Gee

XI. ADJOURNMENT: The meeting was adjourned at 5:10

EVERGREEN VALLEY COLLEGE
A C A D E M I C S E N A T E
MINUTES
March 5, 2013

President	Eric Narveson	Present
Past President	Jack Baker	Present
Social Science, Humanities, Arts, & PE	Ambica Gill	Absent
Social Science, Humanities, Arts, & PE	Kelley Wells	Present
Business & Workforce Development	Soledad Santos	Present
Counseling Services	Elaine Ortiz-Kristich	Present
Library and Learning Resources	Nasreen Rahim	Present
Language Arts	Steve Blades	Present
Language Arts	Robin Hahn	Present
Math, Science, and Engineering	Jack Baker	Present
Math, Science, and Engineering	Bonnie Brown	Present
Nursing & Allied Health	Peggy Gorbach	Present
At Large	Charlie Kahn-Lomax	Present
At Large	Marjorie Clark	Present
Adjunct	Steven Graham	Present
Adjunct	Jimmie Wilson	Present

Guest: Debbie De La Rosa

I. CALL TO ORDER – President Narveson called the meeting to order in the Mishra Room at 3:10.

II. ADOPTION OF AGENDA (5 min.)

Additions/Deletions/Corrections

Items to be Deferred

Adoption of Agenda (Including consent items marked #)

III. APPROVAL OF MINUTES – February 19, 2012 – *approved as submitted*

IV. RECOGNITION AND ANNOUNCEMENTS

African-American History Month was praised for their many events.

Women’s History Month’s events will begin soon.

The Women’s History Month will include a book, *Sister of My Heart*, and henna event on March 13.

A flyer about the plight of Assam and its people was passed around.

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 (2012-2013)

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

9. Graduation
10. Marketing
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 and Eric Narveson (moved to action)**
19. Acacia Modernization
20. District Budget

B. #Tenure Review Committees

C. #Screening Committees

1. **Dean of Nursing and Allied Health:** Maureen Adamski and Preeti Srinivasan
(Two members of this committee were approved at the previous meeting.)
2. **#Nursing Instructor:** Preeti Srinivasan and Jackie Keane
3. **#English Instructor (Enlace):** Richard Regua and Cynthia Burnham
4. **#Counselor:** Guillermo Castilla and Elaine Ortiz-Kristich
5. **#Dean of Language Arts:** Helen Han and Eric Narveson

D. #Peer Review Committees

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

A. Scholarship and Dues Fundraising Update

Treasurer Soledad Santos reported on her latest efforts for organizing a fundraising event. She explained the various offers from each of the restaurants with which she spoke. It was discussed, and it was agreed to have events at both locations. A motion was made to have the first dinner event on April 16 at Mexico Lindo, and the next one at Pasta Pomodoro on May 7. *The motion was seconded and approved.*

B. Dean of Nursing Screening Committee (moved from Screening Committees)

After discussion, Preeti Srinivasan and Maureen Adamski were approved to serve.

C. Dean of Language Arts (moved from Screening Committees)

Helen Han and Eric Narveson were approved to serve. Senator Nasreen Rahim also volunteered and her approval was contingent on receipt of her application to the Academic Senate office. There is one more vacancy and it will be announced to the faculty.

D. PRC

President Narveson’s participation, application process, and approval on the PRC committee was questioned. There was discussion on for how long the previous approval was valid. A motion was made to approve both Martha Hardin and Eric Narveson for 2013-2014 for the next academic year. It was suggested that they both be approved for the current, 2012-2013 apply and reapply for the next academic year. It was also suggested that the current acting members of PRC be approved as the committee members for this term and then reapply in fall. *The motion was seconded and approved.* A new call will be issued in a month for next year and staggering terms will be considered as well as looking at the committee charge and learning how SJCC staffs the PRC.

VIII. DISCUSSION ITEMS

A. 2013-2014 Senate Meeting Times

It was proposed, in order to prevent occasional early exits by Senators, that the Senate meet earlier in the day. Objections were raised because some Senators were in class. The present meeting time has always been held from 3:00 until 5:00 and a change would have to go through shared governance. There was a

previous move to change the hours but counselors cannot change their hours easily and the science courses often have lab hours before the meeting. The present hours also aid professors who teach evenings. It was suggested that this reappear as an action item to be voted down. There was a motion to move this to action. *The motion was seconded and passed.* Another motion was made to strike this item from the agenda. *The motion was seconded and passed.* There was a question about Robert's Rules of Order about removal of items.

B. Report on all Reassigned Positions & Proposed Changes to Process

It was relayed to the Senate that there was an impending change to the process. President Narveson will investigate and return to the next Senate meeting with information.

C. SJCC Senate Structure

It was requested that President Narveson look at the Senate representation of the SJCC Academic Senate. He distributed and reviewed the breakdown of the representation, which differs from Evergreen's. This will be an action item on the next agenda.

D. By-Laws Change Re: Executive Committee - removed

IX. INFORMATION ITEMS

A. Update on Service-Learning: Senate 2012 Resolution

Senator Marjorie Clark reported on the status of previously approved Service Learning resolution and she stated that the items on the resolution have not been adhered to. Service Learning appears to be declining due to this and she cited the numbers reflecting that.

B. Spring 2013 State Academic Senate Plenary Session

The session is April 18 until the 20. President Narveson explained the various sessions and timeframes and the cost. Since it is local, the total costs will be lower without travel and accommodations.

C. Report on Signatories of Academic Senate Bank Account

The signatories have been updated for the Academic Senate checking account to reflect the current Senate.

D. Election Time Frame for Curriculum and Staff Development Chair

President Narveson gave timelines for various elections and nominations.

E. Report on College Council Sexually Inappropriate Resolution Decision - deferred

F. Academic Senate Scholarship – deferred

G. Ad-Hoc Marketing Committee Report

Senator Robin Hahn gave a report on the committee's efforts. Counseling also did a review. This will appear as a discussion item at the next meeting. Senator Hahn will send her report, via e-mail, to the Senate.

H. Screening Committee Composition: Chancellor's Decision

President Narveson distributed the list of committee compositions, which included the original, proposed and most recently agreed on composition. It appears to be already decided, despite widespread objections, including the procedure and lack of inclusion by the constituent groups. President Narveson would like to get the feeling of the faculty on this. The Chancellor has stated that if there is disagreement, it should be expressed at the Board meeting, although most felt it was useless to do so. Still, voicing disagreement as soon as possible could be beneficial.

I. Reading Department Common Final Exam Participation

President Narveson was approached by a faculty member about the faculty's participation in the final exam scoring. The question was: was participation endorsed by the Senate? what about lack of participation? This appears to be a union issue.

J. Salak Equivalency Investigation Committee

Senator Charlie Kahn-Lomax requested more members for the committee. Currently she, Senators Marjorie Clark, and Robin Hahn are on it. Senators were asked to contact Senator Kahn-Lomax if they would like to participate.

K. Summer Session

Dismay was expressed about the Senate's not being consulted and that no administrator has discussed this at a Senate meeting. President Narveson suggested making a statement to be included during the next summer planning session next year.

X. REPORTS (10 min):

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

A. College Council-Eric Narveson/Marjorie Clark

C. District Council-Eric Narveson/Marjorie Clark

B. Board of Trustees-Eric Narveson

D. Treasurer's Report-Soledad Santos

E. College Committees (1 minute @)

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

F. Senate Committees

1. Executive Committee
2. College Council
3. District Council

G. Accreditation

H. Faculty Association

I. Administrative Services – Henry Gee

XI. ADJOURNMENT 5:15

EVERGREEN VALLEY COLLEGE
A C A D E M I C S E N A T E
MINUTES
March 19, 2013

President	Eric Narveson	Present
Past President	Jack Baker	Present
Social Science, Humanities, Arts, & PE	Ambica Gill	Present
Social Science, Humanities, Arts, & PE	Vacant	Present
Business & Workforce Development	Soledad Santos	Present
Counseling Services	Elaine Ortiz-Kristich	Absent
Library and Learning Resources	Nasreen Rahim	Present
Language Arts	Steve Blades	Present
Language Arts	Robin Hahn	Present
Math, Science, and Engineering	Jack Baker	Present
Math, Science, and Engineering	Bonnie Brown	Present
Nursing & Allied Health	Peggy Gorbach	Absent
At Large	Charlie Kahn-Lomax	Absent
At Large	Marjorie Clark	Present
Adjunct	Steven Graham	Present
Adjunct	Jimmie Wilson	Present

I. CALL TO ORDER – President Narveson called the meeting to order in the Mishra room at 3:15 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 – March 5, 2013 – *approved with correction*

IV. RECOGNITION AND ANNOUNCEMENTS

Women’s History Events were recognized and announced, the final event is on female bullying. The ASG has funded some of these events. Writer Chitra Divakaruni will be speaking tomorrow, in Montgomery Hall. Her book was featured in the annual book activity.

The accreditation celebration was a success.

There has been a demand for community education and non-credit courses such as ESL, GED and the campus will be considering this endeavor.

The plan for the south campus building was presented to, and has been approved, by the board.

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 (2012-2013)

1. College Technology
2. Budget
3. College Safety/Facilities

4. Retention Matriculation
 5. Staff Development
 6. Institutional Effectiveness
 7. College Curriculum
 8. Archives
 9. Graduation
 10. Marketing
 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: 2013-2015 – Eric Narveson**
 19. Acacia Modernization
 20. District Budget
- B. #Tenure Review Committees**
- C. #Screening Committees**
1. **#Nursing Instructor:** Nancy Lin and Sue Wetzel (previously approved two)
 2. **#English Instructor (Enlace)** (still need two)
 3. **#Counselor:** Josephine Aguirre (removed, is classified)
 4. **Dean of Language Arts:** Lorena Mata
 5. **#Transfer Counselor:** Kamran Eftekhari
 6. **#Dean of Nursing:** Kara Potter (previous committee member removed herself)
- D. #Peer Review Committees**

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

A. EVC Senate Structure

It was suggested that the current structure be examined since it is very different from that of the SJCC Senate. Current representation was discussed and it was acknowledged that such a change would necessitate a by-law change. Other options were suggested such as reexamining the faculty list and modifying the areas of representation. A motion was made to change the structure of the Senate to align better with the disciplines than with the organizational chart. An amendment to the motion was made to have President Narveson instead reexamine the existing structure and report back to the Senate by April 19. *The motion was seconded and passed.*

B. Spring 2013 State Academic Senate Plenary Session

President Narveson distributed information and explained the Area B meeting and the Plenary Session and invited interested Senators to attend. There is little cost involved in attending the Area B meeting; however, the Plenary Session does involve more cost and needs Senate approval. A motion was made to approve funding for President Narveson to attend the Plenary Session. *The motion was seconded and passed.*

VIII. DISCUSSION ITEMS

A. Reassigned Time Proposed Changes to Process

It was recommended that there be a more transparent process when posting and staffing campus reassigned time positions. Issues discussed were who selects the faculty members and, more importantly, that these positions are announced to all faculty. President Narveson has

discussed this with both President Yong and Vice President Aytch. An email was sent by President Narveson addressing some questions was sent last week. President Narveson would like to bring this topic directly to the administration. President Narveson and Senator Marjorie Clark will write a statement before the next meeting where it will appear as an action item.

B. By-Laws Change Re: Executive Committee - removed

C. PRC Approval - deferred

D. Ad Hoc Marketing Committee Report

The committee has been meeting with various people on campus. Senator Robin Hahn met with the Director of Student Life, Victor Garza, who provided her with areas of concern directly affecting students such as lack of Student Life Center support staff, as well as lack of a transfer counselor and Dean of Business and Workforce Development. Other concerns cited as being a problem are faculty morale affecting students, lack of student email addresses, and VTA schedules not matching class hours. Campus Works will be invited to the Senate to report on obtaining email addresses for students and their progress thus far with that task.

F. Update on Service Learning - deferred

G. Summer Session

The District is very close to receiving Basic Aid status, which is when property taxes exceed a certain point and FTES does not count, therefore offering classes without the need to worry about going after the FTES-driven course sections. It could fluctuate according to property values, but, most likely, the campus would remain on basic aid. There may be a reduction on course offerings this summer because of this.

IX. INFORMATION ITEMS

A. Report on College Council Sexually Inappropriate Resolution Decision

It was deferred until the next council meeting when Senator Clark is in attendance.

B. Academic Senate Scholarship - deferred

C. Parliamentary Procedure: Motion to Rescind

President Narveson pointed out that if something is to be removed from the agenda, it does not have to be moved to an action item and then voted down.

D. Curriculum Chair Job Description

President Narveson is creating a job description for this position and would like Senate input. He will post it as soon as possible for those interested in serving. Knowledge of the Education Code and Title V regulations will be added as a desirable qualification. Distance Education knowledge will be listed as a requirement. This will be voted on at the April 16, 2013 meeting.

E. Scholarship and Dues Fundraising Update – deferred

F. Joint Resolution to Keeping Cuts Furthest Away from the Students

This was voted down in the College Council, with only the two present faculty members voting yes.

G. OCR Compliance Site Visit

The report was distributed to the Senate, missing page five out of a six-page document. It cited the problems and recommended corrections.

X. REPORTS (10 min):

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

A. College Council-Eric Narveson/Marjorie Clark

C. District Council-Eric Narveson/Marjorie Clark

B. Board of Trustees-Eric Narveson

D. Treasurer's Report-Soledad Santos

E. College Committees (1 minute @)

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

F. Senate Committees

1. Executive Committee
2. College Council
3. District Council

G. Accreditation

H. Faculty Association

I. Administrative Services – Henry Gee

XI. Adjournment

EVERGREEN VALLEY COLLEGE
A C A D E M I C S E N A T E
DRAFT MINUTES
April 2, 2013

President	Eric Narveson	Present
Past President	Jack Baker	Present
Social Science, Humanities, Arts, & PE	Ambica Gill	Present
Social Science, Humanities, Arts, & PE	Vacant	-----
Business & Workforce Development	Soledad Santos	Absent
Counseling Services	Elaine Ortiz-Kristich	Absent
Library and Learning Resources	Nasreen Rahim	Present
Language Arts	Steve Blades	Present
Language Arts	Robin Hahn	Absent
Math, Science, and Engineering	Jack Baker	Present
Math, Science, and Engineering	Bonnie Brown	Absent
Nursing & Allied Health	Peggy Gorbach	Present
At Large	Charlie Kahn-Lomax	Present
At Large	Marjorie Clark	Absent
Adjunct	Steven Graham	Present
Adjunct	Jimmie Wilson	Absent

Guest: David Eisenberg

I. CALL TO ORDER – President Narveson called the meeting to order in the Mishra room at 3:15 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 – March 19, 2013 - *deferred*

IV. RECOGNITION AND ANNOUNCEMENTS

Concern was expressed about Staff Development becoming more and more administration-driven. This will appear on the next agenda as a discussion item.

If the campus goes on Basic Aid status, as opposed to FTES, it may actually make money for the District. Vice Chancellor Doug Smith will be invited to the first meeting in May to explain this further.

The list of faculty with reassigned time has been determined by administration. It will be posted soon. There have been no applicants for the Institutional Effectiveness Chair position.

EVC is offering 240 sections in summer school this year; the number is expected to decrease.

The Auto Tech building committee will be going to the next Board meeting to make a presentation and get approval.

Tamela Hawley is seeking faculty to serve on various committee concerning the strategic goals of the District including total work environment, student success, workforce and economic development, organizational effectiveness, and technology.

Mike Russell, from Campus Works, will be invited to the next meeting to discuss student email addresses.

There is also a Chancellor's Community Advisory Group being formed in an attempt to ascertain the community's needs from the District. The first meeting is this Thursday, at the DO at 7:30 a.m.

Presently there is no money for graduation and the area previously used is fenced-off where the new Campus Police building is being built. It was suggested that the center of campus be used as a venue. President Narveson will make inquiries about various potential sources of money.

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 (2012-2013)

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15. District Council
16. Committee for Modernization Project for Cedro and PE Buildings
17. Professional Improvement Committee (PIC)
18. **PRC:** Eric Narveson 2013-2015
19. Acacia Modernization
20. District Budget

B. #Tenure Review Committees

C. #Screening Committees

1. **Transfer Counselor:** Elaine Ortiz-Kristich and Robert Brown

D. #Peer Review Committees

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

A. PRC Approval for Eric Narveson – *approved*

B. Reassigned Time Process of Approval - *deferred*

VIII. DISCUSSION ITEMS

A. Update on Service Learning – *deferred*

B. Ad Hoc Marketing Committee Report- *deferred*

C. Plenary Session Attendance

The motion to move this to action did not pass. It will be on the next agenda as an action item.

IX. INFORMATION ITEMS

A. Scholarship and Dues Fundraising Update

The Senate suggested a few minor changes to the flyer. The first fundraiser will be April 16.

B. Report on OCR Compliance Visit Report- *deferred*

C. Update on Service Learning Program- *deferred*

D. At-Large Senate Seat Election Posting

The nomination form has been sent out and the time to self-nominate ends at noon on April 5.

E. Distinguished Faculty of Year Committee Update

A nomination form will be sent out before the end of this week.

X. REPORTS (10 min):

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

A. College Council-Eric Narveson/Marjorie Clark

C. District Council-Eric Narveson/Marjorie Clark

B. Board of Trustees-Eric Narveson

D. Treasurer's Report-Soledad Santos

E. College Committees (1 minute @)

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F. Senate Committees

1. Executive Committee
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3. District Council

G. Accreditation

H. Faculty Association

I. Administrative Services – Henry Gee

EVERGREEN VALLEY COLLEGE
A C A D E M I C S E N A T E
DRAFT MINUTES
April 16, 2013

President	Eric Narveson	Present
Vice President	Marjorie Clark	Present
Treasurer	Soledad Santos	Present
Past President	Jack Baker	Present
Social Science, Humanities, Arts, & PE	Ambica Gill	Absent
Social Science, Humanities, Arts, & PE	Vacant	-----
Business & Workforce Development	Soledad Santos	Present
Counseling Services	Elaine Ortiz-Kristich	Present
Library and Learning Resources	Nasreen Rahim	Present
Language Arts	Steve Blades	Present
Language Arts	Robin Hahn	Present
Math, Science, and Engineering	Jack Baker	Present
Math, Science, and Engineering	Bonnie Brown	Present
Nursing & Allied Health	Peggy Gorbach	Present
At Large	Charlie Kahn-Lomax	Present
At Large	Marjorie Clark	Present
Adjunct	Steven Graham	Present
Adjunct	Jimmie Wilson	Present

Guests: Debbie De La Rosa and John Carrion

I. CALL TO ORDER - - President Narveson called the meeting to order in the Mishra room at 3:10 p.m.

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

III. APPROVAL OF MINUTES – March 19, 2013 and April 2, 2013 were approved with corrections.

IV. RECOGNITION AND ANNOUNCEMENTS

President Narveson may be absent from the May 7 meeting due to screening committee interviews.

Professor and former Academic Senate President, Elisabeth Stauble will be retiring this semester.

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 (2012-2013)

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16. Committee for Modernization Project for Cedro and PE Buildings
17. Professional Improvement Committee (PIC)
18. PRC
19. Acacia Modernization
20. District Budget

B. #Tenure Review Committees

C. #Screening Committees

1. **Transfer/Articulation Counselor** – Harvey Gipson
2. **General Counselor** – Harvey Gipson

D. #Peer Review Committees

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

A. Nominations for Senate Officers

Nasreen Rahim was nominated for the Vice President position, but she declined. Current Vice President, Marjorie Clark may not be serving on the Senate next year. Eric Narveson was nominated for President and he accepted. Senator Ambica Gil was nominated as Treasurer, but was not present to accept or decline. Senator Jack Baker nominated himself for the Vice President seat, but said that he would not be able to attend College Council meetings because he will be in class at that time. John Carrion, who will be serving on the Senate next academic year, was nominated for Treasurer and said he would think about it. A motion was made to accept the nominations. *The motion was seconded and passed.*

B. At-Large Senate Seat Election Update

John Carrion received 33 votes, and Marjorie Clark received 14 votes with 47 valid votes cast, 8 invalid votes cast (2 adjunct, 1 illegible signature with no hand-written name, 1 no name at all, 4 no envelopes). Election ad hoc vote counting committee members were Martha Hardin, Robin Salak, Sravani Banerjee, Eric Narveson.

C. Reassigned Time Process of Approval

Concern was expressed about the lack of transparency in selecting those granted reassigned-time. The criteria for granting reassigned-time positions are also unknown as well as the process’s compliance with the FA contract. One concern of the FA is to ensure that the duties of administrators are not being done by faculty members receiving reassigned time. President Narveson asked if anyone would help craft a letter to the administration citing the concerns above. Senator Jack Baker volunteered to work with President Narveson to draft a letter and proposal in behalf of the Senate on how the selection process should proceed in the future. A motion was made for President Narveson to work with Senator Baker to write the letter in time for the fall semester. *The motion was seconded and passed.*

D. All College Curriculum Committee Chair

Professor Janice Toyoshima applied for the ACCC Chair. A motion was made to accept her application and appoint her Chair of the ACCC. *The motion was seconded and passed.*

VIII. DISCUSSION ITEMS

- A. Update on Service Learning – *deferred***
- B. Ad Hoc Marketing Committee Report**
They have been invited to attend the Campus Outreach meetings. Senator Bonnie Brown will meeting with Octavio Cruz.
- C. Plenary Session Attendance – *deferred***
- D. EVC Academic Senate Representation**
President Narveson listed the divisions and the number of faculty on them as follows and factored in retirements:
- | | |
|----------------------------------|--|
| Language Arts 24 | Counseling 17 |
| SSHAPE 21 | Library and Learning Resources 3 |
| Math, Science and Engineering 24 | Business and Work Force Development 13 |
| Nursing and Allied Health 10 | |
- E. Transfer Center**
Disappointment was expressed at the lack of staffing in the Transfer Center. Statewide, the situation is even worse, with some colleges completely eliminating their Transfer Centers. There is a misconception that the new AT degrees will require less counseling. It was noted that the Senate has recommended hiring transfer counselors, but ultimately none were hired. It was also stated that it has been common practice on the part of administration to solicit faculty hiring recommendation from both the Senate and the deans, with greater weight giving to the deans' list. A suggestion was that the Senate write a resolution in defense of the Transfer Center. This will be an action item on the next agenda.

IX. INFORMATION ITEMS

- A. Scholarship and Dues Fundraising Update**
The scholarship dinner is scheduled for this evening with 15% of all proceeds for the night being donated to the fund. Treasurer Soledad Santos reported that there has been a little difficulty coordinating with Pasta Pomodoro and an event will likely not occur this semester.
- C. Distinguished Faculty of Year Committee Update**
So far, there are two full time and two adjunct nominations. Ballots will be sent out soon.
- D. Staff Development Concerns**
Senator and Staff Development Chair, Nasreen Rahim has been receiving negative comments about recent PDD events because they appear to be administration-driven and very much top-down affairs. She asked that the Senators and faculty complete the survey she had sent and express their opinions.
- E. Report on OCR Visit - *deferred***
- F. Graduation Ceremony Venue**
The graduation ceremony will be in the usual place this year. President Narveson asked the Senators to encourage their colleagues to participate in the ceremony. He remarked that there has been a low turnout for faculty attendance lately.

G. Salak Equivalency Investigation Committee

Senator Marjorie Clark gave an update on the investigation. A report is available in the library, at the reference desk, for those interested. It will be a discussion item at the next meeting. It was suggested that the equivalency process also be investigated. President Narveson was advised to read the summary before he is interviewed for the investigation.

H. April 30th Meeting – removed.

X. REPORTS (10 min):

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

A. College Council-Eric Narveson/Marjorie Clark

C. District Council-Eric Narveson/Marjorie Clark

B. Board of Trustees-Eric Narveson

D. Treasurer's Report-Soledad Santos

E. College Committees (1 minute @)

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

F. Senate Committees

1. Executive Committee
2. College Council
3. District Council

G. Accreditation

H. Faculty Association

I. Administrative Services – Henry Gee

XI. ADJOURNMENT *the meeting was adjourned at 4:45 p.m.*

EVERGREEN VALLEY COLLEGE
A C A D E M I C S E N A T E

MINUTES
May 7, 2013

President	Eric Narveson	Present
Vice President	Marjorie Clark	Present
Treasurer	Soledad Santos	Present
Past President	Jack Baker	Present
Social Science, Humanities, Arts, & PE	Ambica Gill	Absent
Social Science, Humanities, Arts, & PE	Vacant	-----
Business & Workforce Development	Soledad Santos	Present
Counseling Services	Elaine Ortiz-Kristich	Present
Library and Learning Resources	Nasreen Rahim	Present
Language Arts	Steve Blades	Present
Language Arts	Robin Hahn	Present
Math, Science, and Engineering	Jack Baker	Present
Math, Science, and Engineering	Bonnie Brown	Present
Nursing & Allied Health	Peggy Gorbach	Present
At Large	Charlie Kahn-Lomax	Present
At Large	Marjorie Clark	Present
Adjunct	Steven Graham	Present
Adjunct	Jimmie Wilson	Present

Guests: Robin Salak, Mike Russell, Doug Smith

- I. CALL TO ORDER** - Vice President Marjorie Clark called the meeting to order in the Mishra room at 3:10 p.m.
- II. ADOPTION OF AGENDA** (5 min.)
Additions/Deletions/Corrections Added: G. Reassigned Time
Items to be Deferred
Adoption of Agenda (Including consent items marked #)
- III. APPROVAL OF MINUTES** –April 16, 2013- *approved*
- IV. RECOGNITION AND ANNOUNCEMENTS**
Asian Heritage Month event
Career Fair
Sterling Warner for the Annual Poetry Festival
Commencement will be held on May 23, at 6:00 p.m. in the same location was usual.
President Narveson invited the Senate to join him for dinner at Mexico Lindo following the Senate meeting.
An article in the State Senate’s Rostrum was shared with the Senate about advanced meeting preparation.
One Senator gave her own account about the active shooter training as she was taken by surprise by one of the armed participants when her office door was left unlocked.
- 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 (2012-2013)**
 - 1. College Technology
 - 2. Budget
 - 3. College Safety/Facilities
 - 4. Retention Matriculation
 - 5. Staff Development
 - 6. Institutional Effectiveness
 - 7. College Curriculum
 - 8. Archives
 - 9. Graduation
 - 10. Marketing
 - 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
 - 19. Acacia Modernization
 - 20. District Budget
- B. #Tenure Review Committees**
- C. #Screening Committees**
 - 1. **Business Services Supervisor:** Abdie Tabrizi
- D. #Peer Review Committees**

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

- A. Election of Executive Committee**

A motion was made to accept Eric Narveson, Jack Baker, Peggy Gorbach, Ambica Gill, and Steven Graham as the Executive Committee for the 2013/2014 academic year(including summer). *The motion was seconded and passed.*
- B. Election of Senate Treasurer**

Senator Clark thanked out-going Treasurer, Soledad Santos for her work. Senator Peggy Gorbach will serve as the Treasurer for the 2013/2014 academic year.
- C. Transfer Center - *deferred***

VIII. DISCUSSION ITEMS

- A. Update on Service Learning – *deleted***
- B. Ad Hoc Marketing Committee Report**

Senator Robin Hahn explained that the committee has two components: external and internal marketing. Senator Hahn referred to the on-going question about campus email. Senator Steven Graham stated that there are potential marketing funds that could be used for outreach and professional-looking brochures to keep EVC marketing efforts competitive with other local colleges' materials.
- C. Plenary Session Update - *Deferred***

D. Distinguished Faculty of the Year Update

Senator Steven Graham reported that the adjunct nomination process is complete and the fulltime election is in progress.

E. Salak Equivalency Investigation Committee (*Moved to first item discussed via Senate vote.*)

Senator Marjorie Clark read a comment pertaining to the committee, and stated that these were her own views and did not reflect those of the committee. Senator Charlie Kahn-Lomax reviewed the report that was distributed to the Senate. It was suggested that a person who goes through the equivalency process have a mentor to address questions that may arise, to have key definitions on equivalency decided upon and to avoid conflicts of interest and bias from faculty members within the same department. Senator Clark described the equivalency process and stated that the recommendations were supported by other members of the faculty, as reflected by emails-contained within the report. The report will be sent by e-mail to the Senators. Another recommendation was to have a standing trained equivalency sub-committee of the Senate. There should be timelines for the process and explicit definitions for the terms that are used and explanation for a denial of an equivalency. Concern was expressed that an instructor from the department should be included to ensure that an equivalency candidate has the specific expertise needed to grant the equivalency. The general sense of the report was that process had not been followed. President Narveson generally disputed the report conclusions and will respond to the report item by item in writing. The report is to be available in the library until May 24 and removed during the summer, and returned for the fall semester. This topic will be on the agenda in fall.

F. Staff Development Concerns – deferred

G. Reassigned Time

Senator Jack Baker requested that the Senators contact either him or President Narveson by July 1 with suggestions, especially if they have had experiences in the reassigned-time process and what changes they would like to see implemented. They will craft a letter and send it to President Yong. Currently no process or policy is known.

IX. INFORMATION ITEMS

A. District Finances

Vice-Chancellor Doug Smith distributed a series of documents outlining where the District is fiscally. He reviewed the information with the Senate, including past, present and projected budget numbers and reserve percentages. He predicted more fiscal stability in our future. Mr. Smith also noted that we are becoming the fifth college district to go on Basic Aid, which means the district's share of local property tax revenue now surpasses state apportionment. This is advantageous for the District and adds nearly one million dollars more than the State would have. He cautioned that the District still has to stay close to its FTES cap should we need to return to state support. Dismay was expressed about division budgets, which have not been increased and have not been on pace with rising expenses.

B. District Technology

Mike Russell, CampusWorks, was present to update the Senate on latest improvements in ITSS and to answer questions. He explained that Microsoft 365, is available to students and staff, in the form of a suite of cloud applications, and is accessible via the net. However, there are problems such as a poorly configured network preventing Microsoft 365's use and students not knowing that they have access to emails. Students have been notified by email. Who has the access to send email to all students is unknown. The lack of support and training for the Moodle program was also noted. Mr. Russell expressed his surprised that most District employees are not given administrative access to their own computers

X. REPORTS (10 min):

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

- A. College Council**-Eric Narveson/Marjorie Clark
- C. District Council**-Eric Narveson/Marjorie Clark
- B. Board of Trustees**-Eric Narveson
- D. Treasurer's Report**-Soledad Santos
- E. College Committees (1 minute @)**
 - 1. All College Curriculum: Eric Narveson
 - 2. Campus Technology: Steve Mentor, Chair
 - 3. Budget Committee: Henry Gee, Chair
 - 4. Safety/Facilities: Ken Tarquinio, Chair
 - 5. Staff Development: Nasreen Rahim, Chair
 - 6. Retention/Matriculation: Emily Banh, Chair
 - 7. Institutional Effectiveness: RJ Ruppenthal
- F. Senate Committees**
 - 1. Executive Committee
 - 2. College Council
 - 3. District Council
- G. Accreditation**
- H. Faculty Association**
- I. Administrative Services** – Henry Gee

XI. ADJOURNMENT 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 5, 2013

President	Eric Narveson	Present
Vice President	Jack Baker	Present
Treasurer	Peggy Gorbach	Present
Past President	Jack Baker	Present
Social Science, Humanities, Arts, & PE	Ambica Gill	Present
Social Science, Humanities, Arts, & PE	Brad Carothers	Present
Business & Workforce Development	Michael Hernandez	Present
Counseling Services	Martha Hardin	Present
Library and Learning Resources	Nasreen Rahim	Present
Language Arts	Sravani Banerjee	Present
Language Arts	Robin Hahn	Present
Math, Science, and Engineering	Jack Baker	Present
Math, Science, and Engineering	Bonnie Brown	Present
Nursing & Allied Health	Peggy Gorbach	Present
At Large	Charlie Kahn-Lomax	Present
At Large	John Carrion	Present
Adjunct	Steven Graham	Present
Adjunct	Lisa Bell	Present

Guests: Sterling Warner, Irma Archuleta, Octavio Cruz, and Rick Wagner

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

II. ADOPTION OF AGENDA (5 min.)

Additions/Deletions/Corrections

Items to be Deferred

VII.D; VIII.A, C, D; IX.A

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

III. APPROVAL OF MINUTES –October 15, 2013 – approved with changes

IV. RECOGNITION AND ANNOUNCEMENTS

Sterling Warner was recognized for his work on Leaf-by-Leaf, which was voted by ECCTYC as the best 2013 student-driven California Two-Year College Literary Magazine.

St. Andrew's Day festivities will be held on November 19.

The Women's Center was recognized for their workshop on domestic violence.

There has been an unusually high number of faculty members applying for sabbaticals, which may cause complications in staffing courses and all those approved by the Professional Recognition Committee may not be granted.

V. PUBLIC COMMENTS (limited to only three minutes)

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

VI. COMMITTEE APPOINTMENTS

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

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

1. College Technology

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

B. #Tenure Review Committees

1. **Raquel Rojas:** Richard Regua (Instructor's choice) and Keenan Norris (Dean's choice)
2. **Martha Hardin:** Charlie Kahn-Lomax (Instructor's choice)

C. #Screening Committees

1. **Dean of Student Success**
Harvey Gipson, Gam Nguyen, Janina Espinoza, Preeti Srinivasan (pending)

D. #Peer Review Committees

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

A. New Equivalency Form

Action was deferred until more clarification about the forms is given. Suggestions were offered for making the forms more efficient. This will be discussed further at the next meeting in more detail.

B. Faculty Hiring Positions for 2014-2015

This was also discussed at the last meeting. Senators reiterated support for potential hires in their respective divisions including three additional requests for Surveying, Math, and Nursing (Skills Lab), for a total of 12 needed positions. President Yong requested the Senate submit ten recommendations the top five in ranked order of importance. Each Senator submitted a ranked list of positions and the lists were collated into the following recommendations.

- | | | |
|----------------|------------------|--------------|
| 1. English | 3. Biology | 5.5. Library |
| 2. Mathematics | 4. Digital Media | |

The following additional five positions were submitted unranked:

Theater Arts	Nursing—Skills Lab Emphasis
Counseling—Transfer	English
Counseling—Student Services	

C. Resolution for the Recognition of the Cedro Mural – *approved with changes*

D. Testing Center for Online Classes – *deferred*

VIII. DISCUSSION ITEMS

- A. **Protocol Regarding Potentially Harmful or Dangerous Students in the Classroom** – *deferred*
- B. **Campus Ombudsman**
Professor and former Ombudsman, Sterling Warner gave a brief account of the history and duties of campus Ombudsman position during Public Comments.
- C. **Reassigned Time Selection Process** - *deferred*
- D. **Resolution for an Adjunct Faculty Center** - *deferred*

IX. INFORMATION ITEMS

- A. **Ad Hoc Marketing Committee Update** -*deferred*
- B. **Curriculum Course Separation**
The issue of course separation between EVC and SJCC has been advocated by the President and Vice President of Academic Affairs. This would be a very involved process. It will be a discussion item on the next meeting's agenda.
- C. **Student Success Initiative**
Vice President of Student Services Irma Archuleta, Dean of Enrollment Octavio Cruz, and Counselor Rick Wagner presented additional information about the state-mandated Student Success Initiative and its effect on students. A new matrix model for student-registration priorities is being developed. The initiative requires students to have completed an orientation, assessment, counseling, and education plan in order to maintain their registration status. Students will also be limited to 100 cumulative units. This will happen in all California community colleges needs to be set in place by March, when the fall catalog goes into production. The dismissal, probation, and appeals processes were also discussed. This will be on the next agenda.

X. REPORTS (10 min):

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

- A. **College Council**-Eric Narveson
- C. **District Council**-Eric Narveson
- B. **Board of Trustees**-Eric Narveson
- D. **Treasurer's Report**-Peggy Gorbach
- E. **College Committees** (1 minute @)
 - 1. All College Curriculum: Janice Toyoshima, Chair
 - 2. Campus Technology: Steve Mentor, Chair
 - 3. Budget Committee: Henry Gee, Chair
 - 4. Safety/Facilities: Ken Tarquinio, Chair
 - 5. Staff Development: Nasreen Rahim, Chair
 - 6. Retention/Matriculation: Emily Banh, Chair
 - 7. Institutional Effectiveness: RJ Ruppenthal, Chair
- F. **Senate Committees**
 - 1. Executive Committee
 - 2. College Council
 - 3. District Council
- G. **Accreditation**
- H. **Faculty Association**
- I. **Administrative Services** – Henry Gee

XI. ADJOURNMENT - The meeting was adjourned at 5:10 p.m.