

## 2015-2016 Academic Senate Minutes

September 1, 2015  
September 15, 2015  
October 6, 2015  
October 20, 2015  
November 3, 2015  
November 17, 2015  
December 1, 2015  
February 2, 2016  
February 16, 2016  
March 1, 2016  
March 15, 2016  
April 5, 2016  
April 19, 2016



**V. PUBLIC COMMENTS** (limited to only three minutes)

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

**VI. COMMITTEE APPOINTMENTS**

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

**A. #Non-Screening Committees (2015-2016)**

1. College Technology
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 – Lorena Mata, instructor's choice

**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. District Academic Senate**

Both President Narveson and President Covarrubias approached the Board during the summer about the formation of a District Academic Senate. There was some concern expressed from the various constituencies which mainly centered on the faculty having more influence in district matters, and, more specifically, the third faculty seat that would be present at the Board meetings. Presidents Narveson and Covarrubias will address those concerns at the District Council. President Narveson envisions a District Senate helping to forge stronger links between the two faculties regarding curriculum and equivalency matters.

**B. Bookstore Committee - *deferred***

**C. Classroom Technology Changes *deferred***

**VIII. DISCUSSION ITEMS**

**A. Preliminary Educational Master Plan**

It was suggested that the Senate should work more closely with Dr. Fred Trapp and create an ad hoc committee to address the educational master plan, which is also related to accreditation. President Narveson will be meeting with Dr. Trapp this coming Thursday. This will be an action item on the next agenda.

**B. Faculty Hires for 2016-2017**

President Narveson received an email from President Yong, who requested that the Senate identify tenure-track faculty positions that need to be filled and submit a list of 10 ranked and 5 unranked hiring recommendations. The October meetings will include time dedicated to the formulation of the list. President Narveson asked Senators to help their divisions organize their needs requests and emphasized that the request must be evidence-based. Reference to program reviews, adjunct teaching loads, and areas lacking full-time faculty representation is encouraged. Members of the faculty are also welcome to make presentations directly to the Senate but should limit them to 5 minutes or less. He noted that any materials presented to the Senate should include 20 copies for distribution to the Senators.

**XI. INFORMATION ITEMS**

**A. Plus/minus Grading**

There is renewed interest in implementing plus/minus grading. Years ago, the EVC and SJCC Academic Senates approved a resolution in favor of it, but issues with the District's adoption of DataTel postponed consideration of adding the plus/minus grading option. Dean Octavio Cruz will be invited to a Senate meeting to discuss the feasibility of now implementing a plus/minus grading system and the SJCC Academic Senate will be notified that the EVC Senate is pursuing this.

**B. Senate Goals for 2015-2016**

President Narveson asked the Senate for some goals for the academic year. President Narveson wants the Senate craft a resolution to develop a policy that will direct the income from the development lease of the 27 acres adjacent to EVC specifically to students' and educational needs. Some Senators expressed the hope that the lease and the loss of the land resource may yet be stopped by the city. EVC will be hosting the Area B regional meeting, which will be attended by Bay Area Academic Senate Presidents. This year it will be on October 23, from 10:00 a.m. until 2:00 p.m. The exact location is not yet known. He invited the Senators to attend. More information will be sent out.

**C. At-large Senate Seat Nominations/Elections**

The nomination form was distributed via email, on Monday, August 13. An election will be held if more than one nomination is submitted.

**D. Adjunct Senate Seat (2) Nominations Elections**

The nomination form will be placed in adjunct faculty mailboxes on September 8. If there are more nominations than open seats an election will held for two weeks to give the adjunct faculty with its more varied schedules adequate time to participate.

**E. Joint Resolution of District Funding Model**

President Narveson distributed the funding model for the Senate to read. It will be a discussion/action item on the next agenda.

**F. South Bay AB 86 Consortium Update**

Dean Kishan Vujjeni and Lynette Gray, from the Workforce Institute, gave an update on the South Bay Consortium. They distributed some information on the programs that each of the colleges will offer. Dean Vujjeni discussed the bridge programs and the reasons why they are needed, such as college preparation and career planning, which is mandated by AB86. There are various long-term budget concerns that were mentioned.

**G. Replacement for Robin Hahn for This Semester – *announced***

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

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

**A. College Council-Eric Narveson**

**C. District Council-Eric Narveson**

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

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

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

1. **All College Curriculum:** Janice Toyoshima, Chair

2. **Campus Technology:** Steve Mentor, Chair

3. **Budget Committee:** Henry Gee, Chair

4. **Safety/Facilities:** Ken Tarquinio, Chair

5. **Staff Development:** Nasreen Rahim, Chair

6. **Retention/Matriculation:** Emily Banh, Chair

7. **Institutional Effectiveness:** Lynette Apen/Felicia Mesa, Chair, Chair

**F. Senate Committees**

1. **Executive Committee**

2. **College Council**

3. **District Council**

4. **Marketing Committee:** Robin Hahn, Steve Graham

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

**G. Accreditation**

**H. AFT 6157**

**I. Administrative Services**

**J. President**

**XI. ADJOURNMENT** The meeting was adjourned at 5:00

**EVERGREEN VALLEY COLLEGE**  
**A C A D E M I C S E N A T E**  
**MINUTES**  
**SEPTEMBER 15, 2015**

President	Eric Narveson	Present
Vice President	Jack Baker	Present
Treasurer	Michael Hernandez	Present
Immediate Past President	Henry Gee	Present
Social Science, Humanities, Arts, & PE	Vacant	-
Social Science, Humanities, Arts, & PE	Brad Carothers	Present
Business & Workforce Development	Michael Hernandez	Absent
Counseling Services	Laura Bettencourt	Present
Library and Learning Resources	Lorena Mata	Absent
Language Arts	Sravani Banerjee	Present
Language Arts	Ken Jardin	Present
Math, Science, and Engineering	Jack Baker	Present
Math, Science, and Engineering	Preeti Srinivasan	Present
Nursing & Allied Health	Peggy Gorbach	Absent
At Large	Nasreen Rahim	Present
At Large	Henry Gee	Present
Adjunct	Steven Graham	Present
Adjunct	Lisa Bell	Present

**Guest:** Interim Chancellor John Hendrickson, Lynette Apen, and Sam Ho

**I. CALL TO ORDER:** President Narveson called the meeting to order at 3:11 in the Mishra Conference Room.

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

Additions/Deletions/Corrections

Items to be Deferred:

Action Items A and B were deferred.

Action Item C was removed.

Discussion Item E was deferred.

Adoption of Agenda (Including consent items marked #)

The agenda was adopted unanimously.

**III. APPROVAL OF MINUTES** – The minutes of September 1, 2015 were approved as submitted.

**IV. RECOGNITION AND ANNOUNCEMENTS**

Improvement to wireless connectivity is promised soon.

Tomorrow will begin the Authors Series with poet and adjunct Language Arts instructor Amalia Alvarez, in Montgomery Hall from 12:30 until 1:30.

Constitution Day presentation, hosted by Professor Dave Hendricks, will be held in Montgomery Hall, September 17, from 12:30 until 1:30. The theme will be civil rights and the police.

Code Camp will be held October 3 and 4.

Transfer Day will be on September 30, from 9:30 until 1:30 in Gullo II.

The State Academic Senate Area B meeting will be held on October 23, in VPA115 from 10:00 a.m. until 3:00

**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 (2015-2016)**

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: Martha Hardin**
17. **District Budget**

**B. #Tenure Review Committees**

1. **Raquel Rojas:**  
Lorena Mata (faculty member's choice) replaces Richard Regua, Keenan Norris (dean's choice)
2. **William Nguyen:** Nasreen Rahim (faculty member's choice), Lana Strickland (dean's choice)
3. **Heather Ott:** Shelley Blackman (faculty member's choice), Lorena Mata (dean's) [pending a response]
4. **Huma Saleem:** Sterling Warner (faculty member's choice), Steven Mentor (dean's choice)

**C. #Screening Committees**

1. **AFFIRM Program Specialist:** Keenan Norris

**D. #Peer Review Committees**

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

**A. District Academic Senate** – *deferred*

**B. Bookstore Committee** – *tabled*

**C. Classroom Technology Changes** –*tabled*

**D. Joint Resolution of District Funding Model**

President Narveson distributed a proposed model from SJCC Academic Senate President Jesus Covarrubias dealing with District funding. Both Senate Presidents will present the model before the board. President Narveson asked the Senate if they wanted to either, support, reject, or modify the proposal. It was pointed out that the lack of a written allocation model was faulted by the prior accreditation effort. The deadline for the model was changed to the end of the year. A motion was made to support the proposed district funding model. *The motion was seconded and passed unanimously.*

**E. At-Large Election Results**

Only one nomination was submitted for the open at-large seat, obviating the need for an election. Henry Gee, the sole nominee, accepted and will assume the seat of at-large representative on the Senate.

**VIII. DISCUSSION ITEMS**

**A. Preliminary Educational Master Plan**

President Narveson distributed an outline given to him by Dr. Fred Trapp. It was a general outline of the planning process and not specific to EVC. It is available online for review. On September 24, at 9:00, a facilities master plan will also be available for review and comment.

**B. Faculty Hires for 2016-2017**

President Narveson explained that at least half of the next Senate meeting will be dedicated to faculty hiring request presentations. He's requested that the presentations take no more than five minutes and that written justifications be provided to the Senate a few days in advance for preview. He has so far been approached by five faculty members who would like to be at the meeting to make presentations. A suggestion was made to use the following as criteria in evaluating hiring requests:

1. No Full-Time faculty in the discipline
2. Sections offered are dominated by Adjunct faculty
3. Recent or not-so-recent retirements in the discipline
4. Program Review data
5. Discipline is an area of growth
6. Neighboring colleges do not duplicate this discipline's offerings (applies more to CTE areas)
7. Productivity of the Department/discipline in terms of WSCH/FTES. (Class sizes)

**C. Senate Retreat**

President Narveson discussed having a Senate Retreat, possibly in November, at which time he would explain the function of the Senate, and identify key areas where the Senate has influence in the District. Among the areas that could be explored are the facilities and master plans.

**D. Interim Chancellor Visit**

Interim Chancellor John Hendrickson introduced himself to the Senate and described his previous relationships with various Academic Senates. He expressed his beliefs that the District has a great future and potential. He praised Academic Senates throughout the State for their relation to successful colleges. Dr. Hendrickson also believes that there should be greater autonomy for both campuses and that the District Office should operate more in the background. Dr. Hendrickson also said that a decision about whether EVC or SJCC will be in charge-of the Milpitas site will be made soon.

**E. Plus/Minus Grading – *deferred***

**IX. INFORMATION ITEMS**

**A. Integrated Planning**

Lynette Apen, Co-chair of the IEC, distributed and reviewed a draft document from the Institutional Effectiveness Committee. The IEC meetings are held from 12:30 until 2:00, on first and third Wednesdays, in LE214 and she would like to encourage faculty to attend to give their input. Ms. Apen stressed that this document is still being vetted and has not yet been approved, and she would like the Senate to remind their divisions of that. This will be on the next agenda as an action item.

**B. Adjunct Senate Seat (2) Update**

There have been six nominations for the two open seats. The closing day for nominations is Friday, September 18, and the election will run till the end of the month to provide the adjunct faculty ample opportunity to vote. Senators Banerjee and Gee will help count the votes with President Narveson.

**C. Distance Education Update**

Senator Nasreen Rahim would like the Distance Education Committee to be a standing committee at EVC. President Narveson believes this could be done this semester and offered his help in changing the status of the committee, and in determining what, if any, reassigned time would be appropriate for faculty on the committee.

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

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

**A. College Council-Eric Narveson**

**C. District Council-Eric Narveson**

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

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

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

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

**F. Senate Committees**

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

**G. Accreditation**

**H. AFT 6157**

**I. Administrative Services**

**J. President**

There is still need for an additional College Council representative from the Senate. Anyone who would like to be a member should email President Narveson. The meetings are from 2:00 until 3:15, first and third Mondays, in the Mishra conference room.

Enrollment at EVC has increased by 1%.

College Council passed a new mission statement to be in compliance with an accreditation requirement.

A suggestion was made at the Board meeting to create a student endowment from the money made from leasing District property.

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

EVERGREEN VALLEY COLLEGE  
 A C A D E M I C S E N A T E  
**MINUTES**  
**OCTOBER 6, 2015**

President	Eric Narveson	Present
Vice President	Jack Baker	Present
Treasurer	Michael Hernandez	Present
Past President	Henry Gee	Present
Social Science, Humanities, Arts, & PE	Vacant	-
Social Science, Humanities, Arts, & PE	Brad Carothers	Present
Business & Workforce Development	Michael Hernandez	Present
Counseling Services	Laura Bettencourt	Present
Library and Learning Resources	Lorena Mata	Present
Language Arts	Sravani Banerjee	Present
Language Arts	Ken Jardin	Present
Math, Science, and Engineering	Jack Baker	Present
Math, Science, and Engineering	Preeti Srinivasan	Present
Nursing & Allied Health	Peggy Gorbach	Present
At Large	Nasreen Rahim	Present
At Large	Henry Gee	Present
Adjunct	Crystal Mai	Present
Adjunct	Lisa Bell	Present

**Guests:** Celso Batalha, Valerie Bolaris, Josh Di Chiacchio, Liz Falvey, Rachel Lazo, Ralph Nichols, Hai Nguyen, Viet Nguyen, Randy Pratt, Arturo Villarreal, Rick Wagner, Sterling Warner,

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

**III. APPROVAL OF MINUTES** – September 15, 2015- *deferred*

**IV. RECOGNITION AND ANNOUNCEMENTS**

Performance Artist and former EVC faculty member Maria Elena Ramirez will be onstage on Monday, 10/12/15, from 9:30 to 10:30 a.m. VPA Theater performing Chicana Her Story.

The Area B meeting of the Statewide Academic Senate will be held on Friday, October 23, from 10 until 3, in VPA 115.

The Northern California and Nevada WPA—a writing program on transfer issues will be held on the October 16, in VPA 115.

Interim Chancellor John Hendrickson announced that SJCC will be administering the Milpitas satellite campus.

**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 (2015-2016)

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

### B. #Tenure Review Committees

### C. #Screening Committees

1. **Counselor (General Ed/CalWorks):** (removed from consent)  
Motion to appoint Elaine Kristich Ortiz, Gam Nguyen, Harvey Gipson, and Nasreen Rahim  
The motion was seconded and passed unanimously.
2. **Nursing Instructor:** Barbara Tisdale, Maureen Adamski, Nancy Lin, and Garry Johnson
3. **AFFIRM Specialist:** Flora Payne and Keenan Norris

### D. #Peer Review Committees

1. **Paul Fong:** Henry Gee

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

### A. District Academic Senate

President Narveson updated the Senate on the formation of the District Academic Senate. Anticipated membership will be the Senate President and Vice President plus one other tenured faculty member from each cam. He reiterated the purpose of the committee and, despite resistance from other constituencies, that the Senates are well within their rights to form a District Academic Senate. Both of the Senate Presidents are in the process of going before the Board with this proposal.

### B. Bookstore Committee – Academic Senate –*deferred*

### C. Integrated Planning – L. Apen - *deferred*

## VIII. DISCUSSION ITEMS

### A. Preliminary Educational Master Plan – *deferred*

**B. Presentations for Faculty Hires for 2016-2017**

EVC President Yong asked the Academic Senate to prepare a list of 15 possible faculty hires with the first 10 ranked in order of importance. The Academic Senate subsequently requested that department faculty-identify hiring needs supported in writing with evidence of that need. Faculty members were also invited to address the Senate to argue for their hiring proposals. Presenters were allotted seven minutes each for their presentations. Senator Michael Hernandez acted as a timekeeper.

One presentation was made with no written justification submitted, and two written justifications were submitted without faculty members present to advocate for those positions. A total of 18 proposals were received advocating for the hiring of 21 faculty positions. A suggestion was made to send the entire list from faculty to President Yong to document the serious need for more tenure/tenure track faculty at EVC. The written proposals with supporting justifications were distributed to Senators and are on file in the Academic Senate Office.

**Proposals and Presenters**

1. **Dance -- L. Falvey**
2. **Music – J. Di Chiacchio**
3. **Theater – R. Nichols**
4. **Art – R. Lazo**
5. **Ethnic Studies – A. Villarreal/Viet Nguyen**
6. **History – H. Nguyen**
7. **PEAK – R. Pratt**
8. **Counseling – R. Wagner**
9. **English – S. Warner**
10. **Chemistry – P. Srinivasan**
11. **Physics – C. Batalha**
12. **Biology – J. Baker**
13. **Reading- V. Bolaris**
14. **ESL – L. Bell**
15. **Instructional Technology - N. Rahim**
16. **Automotive – M. Hernandez**
17. **Math**
18. **Computer Science**

**C. Senate Retreat**

The Senate retreat will be held on November 17<sup>th</sup> in Mishra Community room. Refreshments will be provided.

**D. Distance Education Updates**

Senator Nasreen Rahim would like to create a Distance Education standing committee. This will be discussed more at the next meeting.

**IX. INFORMATION ITEMS**

**A. Adjunct Senate Election Results**

President Narveson announced the results of the Adjunct Senate seats. Forty-seven valid votes were cast from an eligible adjunct pool of 345. Professors Lisa Bell and Uyen (Crystal) Mai were elected to the Senate and were welcomed.

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

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

**A. College Council-Eric Narveson**

**C. District Council-Eric Narveson**

- B. Board of Trustees-Eric Narveson**
- D. Treasurer's Report-Michael Hernandez**

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

- 1. All College Curriculum:** Janice Toyoshima, Chair
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- 5. Staff Development:** Nasreen Rahim, Chair
- 6. Retention/Matriculation:** Emily Banh, Chair
- 7. Institutional Effectiveness:** Lynette Apen/Felicia Mesa, Chair, Chair

**F. Senate Committees**

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

**G. Accreditation**

**H. AFT 6157**

**I. Administrative Services**

**J. President's**

**XI. ADJOURNMENT** The meeting was adjourned at 5:30 p.m.

EVERGREEN VALLEY COLLEGE  
 A C A D E M I C S E N A T E  
**MINUTES**  
**OCTOBER 20, 2015**

President	Eric Narveson	Present
Vice President	Jack Baker	Present
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Immediate Past President	Henry Gee	Present
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Math, Science, and Engineering	Jack Baker	Present
Math, Science, and Engineering	Preeti Srinivasan	Present
Nursing & Allied Health	Peggy Gorbach	Present
At Large	Nasreen Rahim	Absent
At Large	Henry Gee	Present
Adjunct	Crystal Mai	Present
Adjunct	Lisa Bell	Absent

Youfen Chang, OctavioCruz, Larry Frapwell, Megan Gaunce

**I. CALL TO ORDER:** President Narveson called the meeting to order at 3:07 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**  
 The minutes September 15, 2015 were approved with corrections and the October 6, 2015 minutes were approved as submitted.

**IV. RECOGNITION AND ANNOUNCEMENTS**

The Area B meeting will be held this Friday, October 23, from 10:00 a.m. until 3:00 p.m.), in VPA-115.

SACNAS will have a speaker, Nino Gonzales, from Genentech on Wednesday at 4:30 in RF141.

The Chrysler program will have its kick-off event on November 5.

The next board meeting will be held at EVC in Gullo II.

There was a request Lynette Apen asking Senators to inform their constituents about the new accreditation standards. Additional information about the new standards will be presented at future meetings.

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16. PRC: Martha Hardin
17. District Budget

### B. #Tenure Review Committees

### C. #Screening Committees

#### 1. Counselor Veterans/Student Progress:

The Senate approved Martha Hardin and Eric Narveson to serve on the committee. The Senate also approved Sterling Warner as an alternate if President Narveson cannot.

### D. #Peer Review Committees

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

### A. District Academic Senate

The District Academic Senate was discussed at the last District Counsel with little resistance. Both Senate Presidents will present their plan at the next Board meeting, where it will be voted on. The new Senate will need a charge, as well as a constitution and by-laws.

### B. Bookstore Committee – *deferred*

### C. Integrated Planning

A motion was made to endorse the concept of Integrated Planning. The motion was seconded and passed with one abstention from Senator Ken Jardin.

### D. Faculty Hires for 2016-2017

A proposal was made to forward all of the positions submitted to President Yong. The motion was seconded and approved unanimously. There was another motion made to add a BIS position to the list. The motion was seconded and approved unanimously. The Senate was reminded that Nursing positions are always automatically considered since the number of instructors is mandated by the State and accreditation requirements. The Senators were given a paper ballot on which to rank their choices. President Narveson tallied the votes. Ties were resolved by the Senate following brief reviews and discussions of materials presented in support of the positions.

The approved list ranked in order of priority is:

- |                     |                      |
|---------------------|----------------------|
| 1.Theater           | 8. Physics           |
| 2.Counseling        | 9. English           |
| 3.Automotive        | 10. Dance            |
| 4.Music             | 11. Kinesiology      |
| 5.Biology           | 12. Reading          |
| 6.Art: 3D Sculpture | 13. Computer Science |
| 7.Chemistry         | 14. Mathematic       |

An additional seven unranked positions were recommended: Business Information Systems, Counseling, a second English, English as a Second Language, Ethnic Studies, History, and Instructional Technology. President Narveson will forward this list to President Yong along with the Senate's supporting documentation.

## VIII. DISCUSSION ITEMS

### A. Senate Retreat

President Narveson has planned a Senate retreat for Tuesday, November 17, at 3:00 p.m. in the Mishra Community Room. The retreat will cover topics such as the Brown Act, how the Senate should operate, its relationship with the State Senate, and the Senate's rights under 10+1. The retreat will also provide an opportunity for an open discussion about the Senate.

### B. Educational Master Plan

President Narveson distributed a shortened version of the EMP, which included information he believed was most important. A link was provided to allow the Senate access entire document prior to the meeting. The information contained in the document is projected to the year 2030. Information presented included the number of classrooms and laboratories that will be needed to fully implement the educational master plan.

### C. Plus/Minus Grading

The plus/minus grading system was discussed. Some issues need to be addressed in making the change, including: the C- grade, district-wide compliance, grade weighting, catalog information, and DataTel programming. Admissions and Records would need to change the transcript paper it uses as the current form only includes information about whole grades Counselors and other personnel would have to be trained on plus/minus grading, and students would need to be notified. President Narveson reminded the Senate that this is within the Senate's 10+1 and these types of issues would benefit from a District Senate. The Senate was also reminded that both the EVC and SJCC Senates had approved resolutions in support of plus/minus grading but the conversion to DataTel sidetracked its adoption. The Senate agreed to continue with the discussion and have it remain on the agenda.

## IX. INFORMATION ITEMS

### A. Faculty Obligation Numbers

Senator Henry Gee gave a presentation about faculty obligation numbers and explained that the college needs to be moving towards the goal of having 75% of classes being taught by the fulltime faculty. He went through the statistics by department regarding fulltime versus adjunct professors.

### B. Milpitas Satellite Campus News

President Narveson reported that the new Milpitas satellite will be part of SJCC. The name of the center not yet been decided. One suggestion was to call it the Milpitas Campus of SJCC. There will be a groundbreaking ceremony on November 17.

**C. SLO Committee**

Lynette Apen, IEC Chair, explained that the Student Learning Outcomes Committee is currently a subcommittee of the Curriculum Committee and she would like to reorganize it as a standing committee which would report to the College Council. The Chair of the Curriculum Committee has not been asked as Ms. Apen would like the Senate to endorse the idea first. The committee structure will be similar to that of that IEC. There some concern about the proposed change in that the committee should remain under the purview of the Senate. Ms. Apen will bring the charge back to the Senate for more discussion.

**D. Distance Education Committee – *deferred***

**E. Facilities Master Plan**

There was a presentation from two representatives from the ACME Planning Masters about EVC's facilities master plan (FMP) They went over the timeline for the plan and discussed some of the strengths, weaknesses, opportunities, and threats of various proposals. Their proposal promised improved vehicular access, increased parking, integration of the South Campus, improved pedestrian circulation, a better "front door" for the campus, and adherence to the educational master plan. Their plan also allows for program expansion and various departments being relocated. The presenters were reminded to include offices for special programs, such as AFFIRM, Academic Senate, etc. They will give a presentation to the Facilities and Safety Committee later in the week, as well as hold an open forum. They would like feedback but the plan will go to the Board in November.

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

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

**A. College Council**-Eric Narveson

**C. District Council**-Eric Narveson

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

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

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

1. **All College Curriculum:** Janice Toyoshima, Chair

2. **Campus Technology:** Steve Mentor, Chair

3. **Budget Committee:**

4. **Safety/Facilities:** Henry Gee, Chair

5. **Staff Development:** Nasreen Rahim, Chair

6. **Retention/Matriculation:** Emily Banh, Chair

7. **Institutional Effectiveness:** Lynette Apen, Chair

**F. Senate Committees**

1. **Executive Committee**

2. **College Council**

3. **District Council**

4. **Marketing Committee:** Robin Hahn

5. **Student Behavior Management:**

Jack Baker, Michael Hernandez, Brad Carothers, Rick Wagner

**G. Accreditation**

**H. AFT 6157**

**I. Administrative Services**

**J. President**

**XI. ADJOURNMENT** the meeting was adjourned at 5:27 p.m.

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

President	Eric Narveson	Present
Vice President	Jack Baker	Present
Treasurer	Michael Hernandez	Present
Immediate Past President	Henry Gee	Present
Social Science, Humanities, Arts, & PE	Vacant	-
Social Science, Humanities, Arts, & PE	Brad Carothers	Present
Business & Workforce Development	Michael Hernandez	Present
Counseling Services	Laura Bettencourt	Present
Library and Learning Resources	Lorena Mata	Absent
Language Arts	Sravani Banerjee	Present
Language Arts	Ken Jardin	Present
Math, Science, and Engineering	Jack Baker	Present
Math, Science, and Engineering	Preeti Srinivasan	Absent
Nursing & Allied Health	Peggy Gorbach	Present
At Large	Nasreen Rahim	Absent
At Large	Henry Gee	Absent
Adjunct	Crystal Mai	Absent
Adjunct	Lisa Bell	Absent

Guests: Lynette Apen and Robert Pacheco

**I. CALL TO ORDER:** The meeting was called to order at 3:15 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**  
 The minutes of October 20, 2015 were approved as submitted, with one abstention from Sravani Banerjee.

**IV. RECOGNITION AND ANNOUNCEMENTS**

At least seven faculty members will be hired in spring 2016; however, the only vacancy that will be replaced definitely is in the Nursing department.

There has been discussion about the EVC slogan “We’re Proud of You” and many feel it is time for a new one.

The Area B meeting went very well with thirty attendees who praised the event.

Professor Sterling Warner received several awards at the ECCTYC conference last month: including recognition for outstanding service to the English profession and the first ECCTYC Mentorship award. Leaf-by-Leaf was voted the best student-driven literary magazine.

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

## VI. COMMITTEE APPOINTMENTS

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

- A. **#Non-Screening Committees (2015-2016)**
  - 1. College Technology
  - 2. Budget
  - 3. College Safety/Facilities
  - 4. Retention Matriculation
  - 5. Staff Development
  - 6. Institutional Effectiveness
  - 7. College Curriculum
  - 8. Archives
  - 9. Graduation
  - 10. Marketing
  - 11. Scholarship
  - 12. Student Services
  - 13. Resource Development
  - 14. District Council
  - 15. Professional Improvement Committee (PIC)
  - 16. PRC
  - 17. District Budget
- B. **#Tenure Review Committees**
- C. **#Screening Committees**
  - 1. **Student Equity Counselor:** Mirella Burton and Rick Wagner
- D. **#Peer Review Committees**

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

- A. **Bookstore Committee – *Deferred***
- B. **Educational Master Plan**

Concerns were raised about the insufficiency of classroom and lab spaces, and the repurposing of the Students Services building as classroom space, which was agreed to be less than ideal for that function. Some departments are actually losing space in the move to the new south campus buildings and the EMP does not appear to take that into account. President Narveson asked the Senators to bring concrete recommendations for both the Educational and Facility Master Plans.

## VIII. DISCUSSION ITEMS

- A. **Senate Retreat on 17 November**

A Senate retreat will be held in the Mishra community room at 3:00 p.m. Topics such as the Brown Act, curriculum, Robert's Rules of Order, by-laws, etc., that pertain to the Academic Senate will be discussed.
- B. **SLO Committee**

Student Learning Outcomes Coordinator Lynette Apen attended the previous Academic Senate meeting and discussed the committee's goal to become a formalized standing committee that reports to the College Council. The idea of having a second committee was mentioned; however, Ms. Apen is not in favor of that. Concerns were again raised about the faculty losing authority over curriculum matters which are part of the Senate's 10+ 1 responsibilities. President Narveson asked Ms. Apen to bring the charge to the December meeting.

C. **Facilities Master Plan** –See Item VII B.

D. **Plus/Minus Grading** – Deferred

**IX. INFORMATION ITEMS**

**A. Accreditation Update**

Student Learning Outcomes Coordinator Lynette Apen introduced Robert Pacheco, who manages the accreditation Listserv and was present to discuss accreditation standards. Mr. Pacheco claimed the new accrediting process would be more forward looking and proactive rather than reactive when it comes to accreditation. He stressed the need for a “quality focus essay”, self-reflection, and evidence of the ability to adapt to the future in the accreditation report. He emphasized the need for the entire college to be involved in the self-study, but especially for the faculty to be engaged. Mr. Pacheco recommended that faculty members gain experience by serving on accreditation site teams, and volunteer for the college’s accreditation area committees. He urged the faculty and the Academic Senate to take the lead on all faculty matters.

**B. District Academic Senate**

The formation of a District Academic Senate was approved at the last board meeting. Details regarding the Senate’s jurisdiction, operation, and membership have yet to worked out but membership will likely include the Presidents and Vice Presidents of each college Senate plus at least one other tenured faculty member from each college.

C. **SLO Committee** – Deleted

D. **Distance Education Committee** – Deferred

**E. District Hiring Procedures**

The Senate was asked to review the new hiring procedures. Human Resources would like to have the procedures approved by spring, in light of the influx of faculty hiring that is expected then. One change is that candidates can be submitted in ranked order, which was previously not an option. Another change is the committee composition. This will be discussed as an action item at the December 3 Academic Senate meeting. The entire document is in the Outlook folders under EVC Academic Senate, under items for meeting.

**F. Curriculum Issues**

The C-ID standards for some courses with labs stipulate a significant proportion (e.g., “80%”) of “hands-on” lab activities without defining what constitutes hands-on and what doesn’t. Courses taught with an online component now need to document instructor initiated “meaningful contact hours” for the online component of those courses. It was suggested that Senate, possibly through the Curriculum Committee, take the lead in developing criteria for these new standards. The use of CurricUnet was also discussed.

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

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

A. **College Council-Eric Narveson**

C. **District Council-Eric Narveson**

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

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

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

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

**F. Senate Committees**

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

**G. Accreditation**

**H. AFT 6157**

**I. Administrative Services**

**J. President**

**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  
**DRAFT MINUTES**  
**NOVEMBER 17, 2015**

President	Eric Narveson	Present
Vice President	Jack Baker	Present
Treasurer	Michael Hernandez	Present
Immediate Past President	Henry Gee	Absent
Social Science, Humanities, Arts, & PE	Vacant	-
Social Science, Humanities, Arts, & PE	Brad Carothers	Present
Business & Workforce Development	Michael Hernandez	Present
Counseling Services	Laura Bettencourt	Present
Library and Learning Resources	Lorena Mata	Present
Language Arts	Sravani Banerjee	Present
Language Arts	Ken Jardin	Present
Math, Science, and Engineering	Jack Baker	Present
Math, Science, and Engineering	Preeti Srinivasan	Present
Nursing & Allied Health	Peggy Gorbach	Present
At Large	Nasreen Rahim	Present
At Large	Henry Gee	Absent
Adjunct	Crystal Mai	Present
Adjunct	Lisa Bell	Present

**Guest:** Heather Ott

- I. CALL TO ORDER:** President Narveson called the meeting to order at 3:07 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** – November 3, 2015 - deferred
- IV. RECOGNITION AND ANNOUNCEMENTS**  
  
 Saint Andrew’s Day events  
  
 The groundbreaking ceremony for the Milpitas extension is today.
- V. PUBLIC COMMENTS (limited to only three minutes)**  
 This portion of the meeting is reserved for any item not on the agenda. The law does not permit action or extended discussion of any item not on the agenda except under special circumstances. If Senate action is required, it can be placed on the agenda for the next meeting.
- VI. COMMITTEE APPOINTMENTS**  
 (Applications are available at the senate meeting but may be previewed in the Academic Senate office.)
  - A. #Non-Screening Committees (2015-2016)**
    - 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: Martha Hardin**
17. **District Budget**

**B. #Tenure Review Committees**

1. **Teresa Carpio**

Ms. Carpio requested a retired faculty member, Harvey Gipson as a replacement for Bev Stewart who transferred to SJCC to serve on her TRC. It is unclear if a retiree can serve on a tenure review committee, so approval is pending contact with Barbara Hanfling and the faculty union.

**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. Bookstore Committee – Deferred**

**B. Final Hiring List for 2016-2017**

President Narveson distributed a list of the new full-time faculty positions for 2016-2016 he received from President Yong:

1. Counseling (Crisis and General)
2. Computer Information Technology
3. Music
4. Physics
5. English
6. Computer Science
7. Business Information Modeling/Computer Aided Design/Survey and Geomatics
8. Nursing
9. Counseling (Articulation) (contingent on funding)
10. Automotive Technology (contingent on funding)

There was concern about the omission of the reading faculty position from the list. President Narveson recommended that the Dean be asked to add a reading emphasis to the approved English position. Frustration with the absence of positions in theater and art were also expressed. President Narveson requested to the Senate, that because of the number of screening committees that will be coming up for the new faculty hires, they encourage their constituents to join one of the screening committees.

**VIII. DISCUSSION ITEMS**

**A. Senate Retreat** (see attached)

President Narveson distributed the following to the Academic Senate: His office schedule, a copy of the by-laws, and a list of the "ten plus one" areas of Senate purview, as well as the outline for his discussion.

**B. SLO Committee – Deferred**

- C. **Facilities Master Plan -- Deferred**
- D. **Plus/Minus Grading – Deferred**

**IX. INFORMATION ITEMS**

- A. **Accreditation Update – Deferred**
- B. **District Academic Senate – Deferred**
- C. **Distance Education Committee – Deferred**

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

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

- A. **College Council-Eric Narveson**
- C. **District Council-Eric Narveson**
- B. **Board of Trustees-Eric Narveson**
- D. **Treasurer’s Report-Michael Hernandez**
- E. **College Committees (1 minute @ )**
  - 1. **All College Curriculum:** Janice Toyoshima, Chair
  - 2. **Campus Technology:** Steve Mentor, Chair
  - 3. **Budget Committee:**
  - 4. **Safety/Facilities:** Henry Gee, Chair
  - 5. **Staff Development:** Nasreen Rahim, Chair
  - 6. **Retention/Matriculation:** Emily Banh, Chair
  - 7. **Institutional Effectiveness:** Lynette Apen, Chair
  - 7a. **Accreditation Update:** Lynette Apen
- F. **Senate Committees**
  - 1. **Executive Committee**
  - 2. **College Council**
  - 3. **District Council**
  - 4. **Marketing Committee:** Robin Hahn
  - 5. **Student Behavior Management:**  
Jack Baker, Michael Hernandez, Brad Carothers, Rick Wagner
- G. **Accreditation**
- H. **AFT 6157**
- I. **Administrative Services**
- J. **President**

**XI. ADJOURNMENT:** The meeting was adjourned at 5:11 p.m.

## Academic Senate Retreat Agenda

- I. The “Ten Plus One”
  - A. Rely Primarily Upon apply to 1-8
  - B. Mutually Agree Upon apply to 9-11
- II. By-Laws of EVC Senate
  - A. Representation by Divisions (First 19), At-Large Full-Time, At-Large Adjunct
  - B. Officers of the Senate are annually elected
  - C. Resolutions, Endorsements, Vote of No Confidence, etc.
  - D. Contrast/Relationship with AFT 6157
- III. Curriculum
  - A. All College Curriculum Committee: courses, programs, degrees and certificates
  - B. ACCC Chair receives 40% reassigned time, with 2 year term, elected by Senate
  - C. C-ID, ADT, CTE, SLO, etc.
- IV. Professional Development
  - A. Professional Development Committee: PDD and other events
  - B. PD Chair receives 30% reassigned time, with 2 year term, elected by Senate
- V. Equivalency
  - A. Disciplines List, Training of faculty
  - B. Presidential Sign-off to assure procedural integrity
- VI. College Council
  - A. Senate has two seats on College Council
  - B. College Council is Advisory Body to College President
- VII. District Senate
  - A. Presently under construction
  - B. Oversee Curriculum, Equivalency and District relations
- VIII. President of Senate
  - A. Elected annually from the Senators, non-voting chair of Senate
  - B. Senate President receives 50% reassigned time
  - C. Duties of Senate President
- IX. Senator
  - A. Elected for two year term
  - B. “Trustee vs. Delegate”
- X. The Open Meetings Act, aka “The Brown Act”
  - A. Senate is subject to Brown Act rules
  - B. Serial Meetings
- XI. Timely Topics
  - A. Civility
  - B. Enrollment Management
  - C. South Bay Consortium
  - D. Milpitas Extension
  - E. Accreditation
  - F. Basic Aid Status
  - G. Lease Income from 27 Acres

**EVERGREEN VALLEY COLLEGE**  
**A C A D E M I C S E N A T E**  
**DRAFT MINUTES**  
**DECEMBER 1, 2015**

President	Eric Narveson	Present
Vice President	Jack Baker	Present
Treasurer	Michael Hernandez	Present
Immediate Past President	Henry Gee	Present
Social Science, Humanities, Arts, & PE	Vacant	-
Social Science, Humanities, Arts, & PE	Brad Carothers	Present
Business & Workforce Development	Michael Hernandez	Present
Counseling Services	Laura Bettencourt	Present
Library and Learning Resources	Lorena Mata	Present
Language Arts	Sravani Banerjee	Present
Language Arts	Ken Jardin	Present
Math, Science, and Engineering	Jack Baker	Present
Math, Science, and Engineering	Preeti Srinivasan	Present
Nursing & Allied Health	Peggy Gorbach	Present
At Large	Nasreen Rahim	Present
At Large	Henry Gee	Present
Adjunct	Crystal Mai	Present
Adjunct	Lisa Bell	Absent

Guests: Lynette Apen, Janice Toyoshima, Elizabeth Tyrell, Glen Wetzel

- I. CALL TO ORDER** The meeting was called to order at 3:15 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** – The Minutes of November 3, 2015 were approved as submitted.
- IV. RECOGNITION AND ANNOUNCEMENTS**  
 Because of a later start to the semester, graduation petitions need to be submitted within the first four weeks of the semester and students should be alerted.

The last Authors Series presentation will be held December 2, in Montgomery Hall, from 12:30 to 1:30. Professor Sterling Warner will be talking about his own book of poetry.

EVC is hosting an online learning initiative being sponsored by @one from 9:00 to 4:00. Faculty will be attending from campuses throughout the Bay Area and those attending should bring their own electronic device.

President Narveson invited the Senate to the annual end of semester get together, which will be held at The Villages, on Wednesday, December 16, at 4:30.

“Nights on Caffeine” will be held tonight and December 2, from 5:00 until 8:00 in LE 232.

Some faculty members are unclear about the deadline for turning their grades in this semester, especially in light of the ITSS shutdown.

**V. PUBLIC COMMENTS** (limited to only three minutes)

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

**VI. COMMITTEE APPOINTMENTS**

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

**A. #Non-Screening Committees (2015-2016)**

1. College Technology
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: Martha Hardin
17. District Budget

**B. #Tenure Review Committees**

1. **Teresa Carpio:** Patricia Perkins (faculty choice) replaces Beverly Stewart

**C. #Screening Committees**

1. **Interim Director of Student Development and Activities:** William Nguyen

**D. #Peer Review Committees**

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

**A. Bookstore Committee – *deferred***

**B. SLO Committee**

The SLO committee is currently a subcommittee of the All College Curriculum Committee and under the purview of the Academic Senate. Lynette Apen, who currently chairs the committee, would like for the committee to become a shared-governance standing committee and report directly to the College Council. The ACCC is in agreement with Ms. Apen's proposal. It was agreed that the process needs to be more faculty-driven, and the faculty needs to take more initiative with SLOs.

A motion was made to create an SLO committee independent of the ACCC but one that would still report directly to the Academic Senate, and to rely upon the SLO coordinator to provide a charge for the committee to be considered at the next meeting of the Academic Senate. The motion was seconded and passed unanimously.

**C. Facilities Master Plan – *deferred***

**D. Executive Committee**

A motion was made to approve the following Senators to serve on the committee while the Senate is not in session: President Narveson , Lorena Mata, Preeti Srinivasan, Jack Baker, Michael Hernandez, and Henry Gee. *The motion was seconded and approved.*

**VIII. DISCUSSION ITEMS**

**A. Safety and Facilities Committee Membership**

President Narveson discussed a request from the committee to include more classified on the committee. Senator and Chair of the Safety and Facilities Committee, Henry Gee gave some background of the committee and its membership. He explained that at one time, there were two committees which were combined into the current one. He also said that there are many classified employees who have positions dealing with safety issues, so increasing the number of classified employees makes sense and is beneficial to the college's safety.

**B. Program Review Allocation**

President Narveson distributed a list of funding requests from various programs. The list included items requested, links to mission or SLOs, recommended funding amounts, and priority ranks. He expressed his concerns about the funding process and his hopes that the procedure can be improved and made more equitable.

**C. Plus/Minus Grading – J. Baker - *deferred***

**IX. INFORMATION ITEMS**

**A. International Travel Report**

Senator Nasreen Rahim and Elizabeth Tyrell, Director of WIN Program/CalWorks gave a presentation on their recent trip to Asia with photos and videos. They discussed the education systems in India, Vietnam, Thailand, and Bangladesh, which were the countries they visited. They plan to present this on PDD. President Narveson suggested that they also make the presentation at a Board Meeting.

**B. Adjacent Land**

Glen Wetzel, a member of the community, discussed his concerns with the Senate, which were mainly about the inequality between SJECCD, especially EVC, and Foothill/DeAnza. Mr. Wetzel also provided comparisons between population figures for the two districts, with SJECC having a higher number of people in the district. There was some misrepresentation in the information provided about the buildable acreage on the EVC campus, which was clarified; especially in regard to the seismic no-build zone and the leased 27 acres that were included in the original total acreage presented,. A suggestion was made to do research and poll the nearby community to determine which programs they want to see at EVC. There was agreement that the college should look beyond finances and the current master plan, and be more pro-active about outreach and building more programs in order to be more competitive with the surrounding districts. President Narveson asked the Senate to share any thoughts with him at the December 15 meeting.

**C. District Academic Senate – *deferred***

**D. Distance Education Committee – *deferred***

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

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

**A. College Council-Eric Narveson**

**C. District Council-Eric Narveson**

- B. Board of Trustees-Eric Narveson**
- D. Treasurer's Report-Michael Hernandez**
- E. College Committees (1 minute @ )**
  - 1. All College Curriculum:** Janice Toyoshima, Chair
  - 2. Campus Technology:** Steve Mentor, Chair
  - 3. Budget Committee:** Henry Gee, Chair
  - 4. Safety/Facilities:** Ken Tarquinio, Chair
- 5. Staff Development:** Nasreen Rahim, Chair
  - 6. Retention/Matriculation:** Emily Banh, Chair
  - 7. Institutional Effectiveness:** Lynette Apen, Chair
  - 7a. Accreditation Update:** Lynette Apen
- F. Senate Committees**
  - 1. Executive Committee**
  - 2. College Council**
  - 3. District Council**
  - 4. Marketing Committee:** Robin Hahn
  - 5. Student Behavior Management:**  
Jack Baker, Michael Hernandez, Brad Carothers, Rick Wagner
- G. Accreditation**
- H. AFT 6157**
- I. Administrative Services**
- J. President**

**XI. ADJOURNMENT** – The meeting was adjourned at 5:11.

EVERGREEN VALLEY COLLEGE  
 A C A D E M I C S E N A T E  
**MINUTES**  
**FEBRUARY 2, 2016**

President	Eric Narveson	Present
Vice President	Jack Baker	Present
Treasurer	Michael Hernandez	Present
Immediate Past President	Henry Gee	Absent
Social Science, Humanities, Arts, & PE	Vacant	-
Social Science, Humanities, Arts, & PE	Brad Carothers	Present
Business & Workforce Development	Michael Hernandez	Present
Counseling Services	Laura Bettencourt	Absent
Library and Learning Resources	Lorena Mata	Absent
Language Arts	Sravani Banerjee	Present
Language Arts	Robin Hahn	Present
Math, Science, and Engineering	Jack Baker	Present
Math, Science, and Engineering	Preeti Srinivasan	Present
Nursing & Allied Health	Peggy Gorbach	Present
At Large	Nasreen Rahim	Absent
At Large	Henry Gee	
Adjunct	Crystal Mai	
Adjunct	Lisa Bell	

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

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

**III. APPROVAL OF MINUTES** – November 14, and December 1 were approved as submitted.

**IV. RECOGNITION AND ANNOUNCEMENTS**

The Central Green’s completion was praised

The new Automotive Technology building is completed and active; it is considered to be state-of-the art and the best in the state.

The administration would like to form a committee to celebrate the 40<sup>th</sup> anniversary of the college. President Narveson is interested in finding the time capsule that was buried in 1978 and possibly having an air sample tested. President Narveson will ask the original EVC employees to participate in the ceremony.

There is room for more students in Senator Banerjee’s Asian-American literature class.

Canvas, the on-line class platform, is ready to be implemented. Moodle will run concurrently until summer 2017.

**V. PUBLIC COMMENTS** (limited to only three minutes)

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

**VI. COMMITTEE APPOINTMENTS**

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

**A. #Non-Screening Committees (2015-2016)**

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

**B. #Tenure Review Committees**

**C. Screening Committees**

This was removed from consent and will be approved at the next meeting. Adjunct faculty may serve on the committees with the understanding that they cannot be under the same FSA as the position and they will not be paid during the regular academic year.

1. **Surveying & Geomatics, CADD and BIM, EVC Instructor:** Abdie Tabrizi
2. **English Instructor:** Robin Hahn, Raquel Rojas, and William Nguyen
3. **Music Instructor:** Ken Jardin, Rachel Lazo, Eric Narveson, and Robert Brown
4. **CIT Instruction:** J. David Eisenberg
5. **Police Sergeant:** Jack Baker
6. **Articulation Counselor (Perm):** Elaine Ortiz-Kristich, Charlie Kahn-Lomax
7. **Articulation Counselor (Temp):** Elaine Ortiz-Kristich, Teresa Carpio
8. **Automotive Instructor:** Jory Segal
9. **Community Engagement Specialist (Veterans' Program):** Robin Salak

**D. #Peer Review Committees**

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

**A. Distance Education Committee (DEC)**

Senator and Chair of the Distance Education Committee Nasreen Rahim would like to establish the committee as a separate Senate committee instead of being a subcommittee under the Curriculum Committee. She distributed a proposed charge and membership for the committee. Minor changes were made to the committee charge. Instead of requiring the Curriculum Committee Chair to serve, a member of the Curriculum Committee, appointed by the Curriculum Chair would be appointed to the

DEC, and the requirement for student representation was deleted. A suggestion was made to have online instruction evaluated in a manner analogous to the evaluation of classroom instruction. A motion was made to approve the elevation of the DEC to a Senate committee, and its proposed charge and membership as amended above. The motion was seconded and approved unanimously. Senator Michael Hernandez volunteered to serve on the committee as the At-large Academic Senate representative. His appointment was approved unanimously.

**B. Student Learning Outcomes and Assessment Committee (SLOAC)**

Lynette Apen distributed a proposed charge to change the existing SLO subcommittee of the Curriculum Committee into a shared-governance standing committee to be known as the Student Learning Outcomes Assessment Committee. It was noted that as a standing committee the SLOAC would report to the College President via the College Council and not to the Academic Senate. It was also pointed out that, as with the existing SLO committee, the purview of this new committee would fall under the 10+1 areas of Senate responsibility. There was discussion about who should appoint the coordinator of the committee. It was suggested that the Academic Senate appoint the SLOAC coordinator in the same way and for the same reasons as it also appoints the chairs of the Staff Development and All College Curriculum Committees; A motion was made to reconstitute the existing SLO committee as the SLOAC under the Academic Senate, and that the SLOAC coordinator or chair be elected by the Senate to serve a two-year term. A separate motion was made to have Lynette Apen and Brad Carothers, presently co-coordinators of the SLO committee, serve as co-coordinators of the new SLOAC. Both motions were seconded and passed. The elevation and reformulation of the SLO committee as the SLOAC will be shared with the college and especially with the Vice President of Academic Affairs who will be invited to attend a Senate meeting if he has a different vision for the SLOAC or SLOAC coordinator position. President Narveson requested to be on the next agenda of the SLOAC to initiate the committee.

**C. Facilities Master Plan**

The Board of Trustees has approved the Facilities Master Plan without Senate approval. According to this Plan, any future facilities that may be needed by the college can be accommodated by the existing campus with no need for any of the adjacent land declared “surplus” by district administration and the Board. The Board and new Chancellor are committed to proceeding with the commercial development of this open parcel. The Senate remains opposed to this decision and questions the adequacy of the Facilities Master Plan.

**VIII. DISCUSSION ITEMS**

**A. District Academic Senate (DAC)**

President Narveson and Vice President Jack Baker met with their Senate counterparts at SJCC and are in the process of crafting a charter for a DAC and will bring the document to the Senate when it is completed. DAC membership and election of its officers are under discussion but it was agreed that college Senate Presidents would be ineligible to serve as the DAC President.

**B. Program Review Allocation – *deferred***

**C. Plus/Minus Grading**

Octavio Cruz is still interested in discussing plus/minus grading with the Senate and said it was possible that it could be implemented as early as fall 2016. It still needs to be discussed with SJCC. Senator Baker reminded the Senate that plus/minus grading has already been approved by both Senates.

## IX. INFORMATION ITEMS

- A. **Resolution: Board of Governors Fee Waiver Implementation of Loss of Eligibility Suspension**  
President Narveson distributed a resolution that was adopted by the SJCC Academic Senate. It was passed by the Board of Trustees in early January. This will be discussed and voted on at the next Senate meeting.
- B. **Board Asset Management Committee**  
President Narveson distributed pages from the Board minutes regarding the committee which centered on the development of the adjacent 27 acres. The minutes reflected comments made by President Narveson and others that the committee was not being open or clear about what it has been discussing, nor was the existence of the committee known by the campus constituencies.
- C. **Distinguished Faculty Member of the Year Committee - deferred**
- D. **Academic Senate Scholarship** - Senator Sravani Banerjee volunteered to be a reader.
- E. **Friday Course Schedule**  
Concern was expressed about the lack of instruction time for classes that are held on Fridays. Because of campus events, the English final, the usual Thursday end to semesters, and holidays, students in these classes receive significantly fewer hours of instruction that stipulated in official course outlines. It was also noted that not only do students lose instruction time, but the fewer hours could also cause a problems with articulation and transfer if ever there was an audit of courses that meet on Fridays.

## X. REPORTS (10 min):

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

- A. **College Council-Eric Narveson**
- C. **District Council-Eric Narveson**
- B. **Board of Trustees-Eric Narveson**
- D. **Treasurer's Report-Michael Hernandez**
- E. **College Committees (1 minute @ )**
  - 1. **All College Curriculum:** Janice Toyoshima, Chair
  - 2. **Campus Technology:** Steve Mentor, Chair
  - 3. **Budget Committee:** Henry Gee, Chair
  - 4. **Safety/Facilities:** Ken Tarquinio, Chair
  - 5. **Staff Development:** Nasreen Rahim, Chair
  - 6. **Retention/Matriculation:** Emily Banh, Chair
  - 7. **Institutional Effectiveness:** Lynette Apen, Chair
  - 7a. **Accreditation Update:** Lynette Apen
- F. **Senate Committees**
  - 1. **Executive Committee**
  - 2. **College Council**
  - 3. **District Council**
  - 4. **Marketing Committee:** Robin Hahn
  - 5. **Student Behavior Management:**  
Jack Baker, Michael Hernandez, Brad Carothers, Rick Wagner
- G. **Accreditation**
- H. **AFT 6157**
- I. **Administrative Services**
- J. **President**

## XI. Adjournment The meeting was adjourned at 5:00

**EVERGREEN VALLEY COLLEGE**  
**A C A D E M I C S E N A T E**  
**MINUTES**  
**FEBRUARY 16, 2016**

President	Eric Narveson	Present
Vice President	Jack Baker	Present
Treasurer	Michael Hernandez	Present
Immediate Past President	Henry Gee	Absent
Social Science, Humanities, Arts, & PE	Vacant	-
Social Science, Humanities, Arts, & PE	Brad Carothers	Present
Business & Workforce Development	Michael Hernandez	Present
Counseling Services	Laura Bettencourt	Present
Library and Learning Resources	Lorena Mata	Present
Language Arts	Sravani Banerjee	Present
Language Arts	Robin Hahn	Present
Math, Science, and Engineering	Jack Baker	Present
Math, Science, and Engineering	Preeti Srinivasan	Absent
Nursing & Allied Health	Peggy Gorbach	Present
At Large	Nasreen Rahim	Present
At Large	Henry Gee	Absent
Adjunct	Uyen Mai	Present
Adjunct	Lisa Bell	Present

**Guests:** Frank Espinosa, Barbara Hanfling, David Hendricks, Andrew Hosin, Hadi Itani, Tracie White

- I. CALL TO ORDER** President Narveson called the meeting to order in the Mishra room at 3:06 P.M.
- II. ADOPTION OF AGENDA** (5 min.)  
 Additions/Deletions/Corrections  
 Items to be Deferred  
 Adoption of Agenda (Including consent items marked #)
- III. APPROVAL OF MINUTES** – The minutes of February 2, 2016 with corrections.
- IV. RECOGNITION AND ANNOUNCEMENTS**

There will be a Woman’s History Month book event in Mishra Conference Room on March 31 from 12:30 until 1:30 p.m. The book this year is Dreaming in Cuban, by Cristina Garcia. Ms. Garcia will be speaking as part of the Authors Series on April 2, in Montgomery Hall from 12:30 until 1:30 p.m.

The Black History Month presenter Ayori Selassie spoke about her involvement with technology.

A Town Hall meeting will be held on February 25, at 10:00 a.m. with San Jose Mayor Sam Liccardo at SJCC’s theater.

On March 2 there will be an open house for the new Automotive Technology Building from 11:00 until 1:00 p.m.

On April 1 there will be an Area B meeting at the College of Marin, from 10:00 until 3:00 p.m.

The Plenary Session for the state Academic Senate will also be in April, and President Narveson reminded the Senators that they can use staff development funds to pay for registration and expenses.

The Library will be participating in the San Jose Reads event on March 10, from 2:00 until 3:00 p.m. in Montgomery Hall. Two books will be featured: Sherwood Nation and Memory of Water, that address climate change through fictional tales of a water-starved future

The District 8 City Council seat will be up for election soon and there are five potential candidates. President Yong is interested in hosting a forum at EVC. President Narveson may co-host the event and hold it on a Sunday so classes won't be interrupted.

There are plans to recognize the fortieth anniversary of EVC. Senators interested in a being part of the planning committee should contact Penny Garibay in the President's Office.

There is discussion about naming the new south campus building. There are two traditions for naming campus buildings: naming them for the building's primary function, e.g., Automotive Technology Building, or naming them after trees, e.g., Roble, Acacia, and Sequoia. Any suggestions should be sent to the Facilities Committee.

There has been some discussion about offering an automobile body repair program in association with the automotive technology program at EVC.

**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**

**A. #Non-Screening Committees (2015-2016)**

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

**B. #Tenure Review Committees**

**C. #Screening Committees**

1. **Surveying & Geomatics, CADD and BIM Instructor:**  
Abdie Tabrizi, Henry Estrada, Kamran Eftekhari
2. **English Instructor:** Robin Hahn, Raquel Rojas, Sterling Warner, and William Nguyen
3. **Music Instructor:** Ken Jardin, Rachel Lazo, Eric Narveson, and Robert Brown
4. **CIT Instruction:** J. David Eisenberg and Henry Gee

5. **Police Sergeant:** Jack Baker
6. **Articulation Counselor (Perm):** Elaine Ortiz-Kristich, Charlie Kahn-Lomax, and Lisa Bell
7. **Articulation Counselor (Temp):** Elaine Ortiz-Kristich, Teresa Carpio
8. **Automotive Instructor:** Jory Segal, Ken Morgan, Brad Bergholdt, and Michael Hernandez
9. **Community Engagement Specialist (Veterans' Program):** Robin Salak and Eric Narveson
10. **Physics Instructor:** VP Vu Celso Batalha, and Uyen Mai.
11. **Nursing:** Nancy Lin, Maureen Adamski, May Chen, and Garry Johnson

**D. #Peer Review Committees**

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

- A. Distinguished Faculty Member of the Year Committee**  
Senators Sravani Banerjee, Lorena Mata, and Lisa Bell volunteered to be on the committee.
- B. Screening Committee Appointments**  
The screening committees listed above were unanimously approved.
- C. SLO Committee Modifications (if needed) – deferred**

**VIII. DISCUSSION ITEMS**

- A. District Academic Senate**  
President Narveson, along with his SJCC counterpart Jesus Covarrubias, will be having lunch with Chancellor Budd, and a faculty member from the Peralta Community College District who has already set up a District Senate there and will be available to advise them. The Chancellor appears supportive of the new District Academic Senate.
- B. Resolution: B of G Fee Waiver Implementation of Loss of Eligibility Suspension**  
This resolution was already passed by the Board, SJCC Senate, and FTA and the support of the EVC faculty is also sought. This will be an action item at the next meeting.
- C. Plus/Minus Grading – deferred**
- D. Program Review Allocation – deferred**
- E. Friday Course Schedule – deferred**

**IX. INFORMATION ITEMS**

- A. Student Presentation Regarding the 27 Acres of Adjacent Land**  
EVC students Andrew Hosin and Hadi Itani gave a presentation about the land adjacent to EVC and asked the Senate for direction with halting the development. They showed a clip from a local NBC affiliate about the land development controversy. President Narveson explained that the EVC Academic Senate passed a resolution and was on record against the proposed commercial development of the land. With the upcoming City Council election in District 8 and the next round of elections for the SJCC Board, it was suggested that candidates for these offices be asked to take a stand on the issue. It was also suggested that pressure should be maintained on currently serving members of the Board and the City Council to stop this development. One idea was to conduct student surveys, and several Senators and other faculty members indicated they would be willing to help with that in their classes. President Narveson also mentioned that there are vacancies for students on the Board.

**B. AFT 6157 Consultation on Negotiations**

Barbara Hanfling distributed ballot petitions to get the so-called “Millionaires Tax” continued, which will benefit K-12 education and Community Colleges. Ms. Hanfling reported on current AFT negotiations. Barbara Hanfling would like the Academic Senate to collaborate on issues such as instructor evaluations. They have developed two new forms and would like Senate input. The AFT hopes to ratify their contract in April.

**C. Joint AS/AFT Collaboration Committee**

President Narveson gave background and reported on issues being experienced on the SJCC Academic Senate. There appear to be blurred lines regarding Senate vs. union responsibilities. President Narveson suggested that this might be addressed by the District Academic Senate and proposed waiting until it meets to address the collaboration committee.

**D. Chapter 4 & 5 Board Policies/Procedures – 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**

President Narveson reported that one of the issues currently being discussed is free parking for students. There is opposition from the District Office and District Police Department.

**C. District Council-Eric Narveson**

**B. Board of Trustees**

President Narveson expressed his dismay at the Board action moving constituents’ reports to the end of the meeting. He suggested this was in keeping with the Board’s attitude the Board’s business was paramount and constituent matters were a distraction. He also felt it may reflect a strategy to keep the constituent reports from the public since few members of the public stick around till the end of the Board meetings. Both Senate Presidents are boycotting making reports.

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

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

1. **All College Curriculum:** Janice Toyoshima, Chair
2. **Campus Technology:** Steve Mentor, Chair
3. **Budget Committee:** Eugene Canoy, Chair
4. **Safety/Facilities:** Henry Gee, Chair
5. **Staff Development:** Nasreen Rahim, Chair
6. **Student Success and Equity:** Uyen Mai, Chair
7. **Institutional Effectiveness:** Lynette Apen, Chair
- 7a. **Accreditation Update:** Lynette Apen

**F. Senate Committees**

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

**G. Accreditation**

**H. AFT 6157**

**I. Administrative Services**

**J. President**

**XI. ADJOURNMENT** The meeting was adjourned at 4:47 PM.

EVERGREEN VALLEY COLLEGE  
 A C A D E M I C S E N A T E  
**MINUTES**  
**MARCH 1, 2016**

President	Eric Narveson	Present
Vice President	Jack Baker	Present
Treasurer	Michael Hernandez	Present
Immediate Past President	Henry Gee	Present
Social Science, Humanities, Arts, & PE	Randy Pratt	Absent
Social Science, Humanities, Arts, & PE	Brad Carothers	Present
Business & Workforce Development	Michael Hernandez	Present
Counseling Services	Laura Bettencourt	Absent
Library and Learning Resources	Lorena Mata	Present
Language Arts	Sravani Banerjee	Present
Language Arts	Robin Hahn	Present
Math, Science, and Engineering	Jack Baker	Present
Math, Science, and Engineering	Preeti Srinivasan	Present
Nursing & Allied Health	Peggy Gorbach	Present
At Large	Nasreen Rahim	Present
At Large	Henry Gee	Present
Adjunct	Uyen Mai	Present
Adjunct	Lisa Bell	Absent

**Guests:** Lynette Apen, Debra Budd, David Hendricks, Isair Lopez, Jocelyn Salazar, and Janice Toyoshima

**I. CALL TO ORDER** President Eric Narveson called the meeting to order at 3:14 in Mishra Community 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** – The minutes of February 16, 2016 were approved with corrections.

**IV. RECOGNITION AND ANNOUNCEMENTS**

The reception for the new Auto Technology will be held tomorrow in the Central Green at 11:00 a.m. and will continue in the new building at 12:00 p.m.

Senator Lorena Mata introduced students: Isair Lopez and Jocelyn Salazar

Students will make a presentation to the FTA at 1100 at SJCC regarding the proposed 27 acre development.

Senator Nasreen Rahim reported that the FTA came out as being opposed to the development of the 27 acres adjacent to EVC. Students will share their views about this topic at the FTA meeting this Friday at SJCC.

**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

- A. **#Non-Screening Committees (2015-2016)**
  - 1. **College Technology**
  - 2. **Budget**
  - 3. **College Safety/Facilities**
  - 4. **Retention Matriculation**
  - 5. **Staff Development**
  - 6. **Institutional Effectiveness**
  - 7. **College Curriculum**
  - 8. **Archives**
  - 9. **Graduation**
  - 10. **Marketing**
  - 11. **Scholarship**
  - 12. **Student Services**
  - 13. **Resource Development**
  - 14. **District Council**
  - 15. **Professional Improvement Committee (PIC)**
  - 16. **PRC**
  - 17. **District Budget**
- B. **#Tenure Review Committees**
- C. **#Screening Committees**
  - 1. **CIT Instructor:** Heather Ott, Tina Shaner, (David Eisenberg & Henry Gee already approved)
  - 2. **General/Outreach Counselor:** Martha Hardin
  - 3. **Interim Dean of SSHAPE:** Frank Tello
- D. **#Peer Review Committees**

## VII. ACTION/DISCUSSION ITEMS

### **Resolution: B of G Fee Waiver Implementation of Loss of Eligibility Suspension**

The Resolution: Board of Governors Fee Waiver Implementation of Loss of Eligibility Suspension was passed by both the SJCC Academic Senate and the EVC Board of Trustees. A question was raised about why the SJCC Senate passed and sent the resolution to the Board without first consulting with the EVC Senate. A motion was made to accept the resolution. The motion was seconded and passed unanimously.

- B. **Amendment to Distance Education Charge - *deferred***

## VIII. DISCUSSION ITEMS

- A. **District Academic Senate - *deferred***
- B. **Distance Ed. & OEI Course Design Rubric - *deferred***
- C. **Plus/Minus Grading - *deferred***
- D. **Program Review Allocation - *deferred***
- E. **Friday Course Schedule - *deferred***
- F. **Safety/Facilities Committee: Locking Classrooms – *deferred***

## IX. INFORMATION ITEMS

- A. **Student Opportunity and Access Revenue - *deferred***

**B. Meet Chancellor Budd**

Chancellor Debra Budd attended the meeting to introduce herself to the Senate and to discuss her vision for the District. She would like to see more high school outreach, and the colleges offer more classes in topics and at times more desirable to students - especially in courses that complete a sequence - as ways to increase enrollment. Dr. Budd expressed support for formation of a district academic senate, and efforts to improve public transportation to EVC. Chancellor Budd also discussed the sound financial state of the district, the recently adopted education and facilities master plans, and the planned development of the 27 acres adjacent to the EVC campus. She noted that the current development proposal, which includes 200 market-price and 100 affordable housing units that could serve EVC employees and students; medical offices, which might provide clinical training opportunities for students in Nursing Department; an aquatic center, which could be accessed by staff and students, and the PE program; and said the possibility of a facilities for UC extension courses. She noted the district expects to receive \$1.5 million per year from the leased land and the possibility of dedicating that income to the support of instruction. Several Senators expressed disagreement with the Educational Master Plan, and the Facilities Master Plan because they did not allow for adequate growth at EVC in enrollment or programs. Senators also noted that the planned development would leave EVC land-locked with no room to expand in the same way that SJCC is. Objection was also raised regarding plans for a UC Extension which could offer classes in competition with EVC for far higher prices. The Board's and previous administration's lack of consultation with EVC was also criticized. Several Senators also noted there remains significant community opposition to the plan. The Chancellor was thanked for her apparent openness and willingness to listen to faculty concerns.

**C. Joint AS/AFT Collaboration Committee – *deferred***

**D. Chapter 4 & 5 Board Policies/Procedures Workshop – *deferred***

**E. Credit By Examination – *deferred***

**F. Institutional Set Standards from the IEC: Course Success Rates**

Lynette Apen distributed a figure that showed course success rates for the past five years at EVC, peer institutions, and statewide. The figures also included threshold success rates that would trigger an 'alarm' were EVC to fall below them. Questions were raised as to why the threshold success rates were set so low. Ms. Apen explained that the standards were a "floor" or baseline, and that each June "stretch" goals would be set by the State that EVC would strive to achieve. The goals IEC thresholds were set such that EVC would not slip below them inadvertently or due to random annual variation in student success rates. The standards can be revisited depending on course success rates. A motion was made to endorse the numbers presented. The motion was seconded and passed with one abstention from Senator Jack Baker.

**G. Institutional Set Standards from the IEC: Transfer Rates**

Lynette Apen also distributed a figure showing the EVC transfer rates for the past five years were compared with average annual rates for peer institutions and statewide. There were questions about from where the numbers were derived and Ms. Apen said the data came from Datamart from the State Chancellor's Office. Some Senators expressed disappointment at EVC's 32% transfer rate.

**H. QFE Work Plan**

Lynette Apen also distributed a table summarizing EVC's Quality Focus Essay (QFE) work plan and asked for feedback from the Senate. She will ultimately seek the Senate's endorsement of the plan. The plan will be an action item at the next meeting.

**X. REPORTS (10 min)**

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

- A. College Council-Eric Narveson**
- C. District Council-Eric Narveson**
- B. Board of Trustees-Eric Narveson**
- D. Treasurer's Report-Michael Hernandez**
- E. College Committees (1 minute @ )**
  - 1. All College Curriculum:** Janice Toyoshima, Chair
  - 2. Campus Technology:** Steve Mentor, Chair
  - 3. Budget Committee:** Eugene Canoy, Chair
  - 4. Safety/Facilities:** Henry Gee, Chair
  - 5. Staff Development:** Nasreen Rahim, Chair
  - 6. Retention/Matriculation:** Uyen Mai, Chair
  - 7. Student Success and Equity:** Lynette Apen, Chair
  - 7a. Accreditation Update:** Lynette Apen
- F. Senate Committees**
  - 1. Executive Committee**
  - 2. College Council**
  - 3. District Council**
  - 4. Marketing Committee:** Robin Hahn
  - 5. Student Behavior Management**  
Jack Baker, Michael Hernandez, Brad Carothers, Rick Wagner
- G. Accreditation**
- H. AFT 6157**
- I. Administrative Services**
- J. President**

**XI. Adjournment:** The meeting was adjourned at 5:12 p.m.

EVERGREEN VALLEY COLLEGE  
 A C A D E M I C S E N A T E  
**MINUTES**  
**MARCH 15, 2016**

President	Eric Narveson	Present
Vice President	Jack Baker	Present
Treasurer	Michael Hernandez	Present
Immediate Past President	Henry Gee	Absent
Social Science, Humanities, Arts, & PE	Randy Pratt	Present
Social Science, Humanities, Arts, & PE	Brad Carothers	Present
Business & Workforce Development	Michael Hernandez	Present
Counseling Services	Laura Bettencourt	Present
Library and Learning Resources	Lorena Mata	Present
Language Arts	Sravani Banerjee	Present
Language Arts	Robin Hahn	Present
Math, Science, and Engineering	Jack Baker	Present
Math, Science, and Engineering	Preeti Srinivasan	Present
Nursing & Allied Health	Peggy Gorbach	Present
At Large	Nasreen Rahim	Present
At Large	Henry Gee	Absent
Adjunct	Uyen Mai	Absent
Adjunct	Lisa Bell	Present

**Guest:** Lynette Apen

**I. CALL TO ORDER:** President Narveson called the meeting to order in the Mishra room at 3:06 P.M.

**II. ADOPTION OF AGENDA** (5 min.)  
 Additions/Deletions/Corrections/Deferrals  
 Adoption of Agenda (Including consent items marked #)

**III. APPROVAL OF MINUTES** – March 1, 2016 - *deferred*

**IV. RECOGNITION AND ANNOUNCEMENTS**

Randy Pratt was welcomed back as one of the SSHAPE representatives to the Senate.

The Veteran’s Freedom Center is now open in Gullo II. There will be an official grand opening in late April *or* early May. A counselor has been hired and a program specialist will be hired soon.

The state Academic Senate will be holding the following workshops and conferences

Leadership Institute in Riverside from June 9 to 11.

Academic Equity conference this coming weekend.

Area B meeting at the College of Marin on April 1.

Curriculum Institute will be held July 14<sup>th</sup> in Anaheim.

Non-credit Courses Regionals meeting on April 15. A location is needed.

Online education accreditation meeting at the College of San Mateo on Friday, April 8.

The mural on the Cedro Building is almost complete, with the details needing to be filled in. The original students have since left EVC and President Narveson is working with Professor Rachel Lazo to have it completed.

Senate elections for division representatives and for Senate officers need to be held in April. President Narveson intends to run again for President of the Senate.

As part of Women's History Month, there will be a screening of "The Hunting Ground", a film about sexual assault on campuses, on March 17, from 12:30 until 1:30 in Montgomery Hall.

EVC will be hiring a dean for non-credit programs and courses. The position ~~will~~ will be funded ~~by~~ with State Consortium money.

**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**

**A. #Non-Screening Committees (2015-2016)**

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

**B. #Tenure Review Committees**

**C. #Screening Committees**

1. Supervisor of Student Success: Janina Espinoza
2. Vice President of Student Affairs: Elaine Ortiz-Kristich, Pat Perkins and Gam Nguyen
3. Interim Dean of SSHAPE: Maryam Farshadfar (now complete)
4. Police Officer: Janice Toyoshima
5. General Counselor-Outreach: Andrea Mena

**D. #Peer Review Committees**

**VII. ACTION/DISCUSSION ITEMS**

**A. Amendment to Distance Education Charge**

After discussion, a motion was made to create a 30 percent release time for the Chair/Faculty Coordinator of the Distance Education Committee. The individual filling this position to be elected by the Academic Senate to a two-year term. The motion was seconded and passed unanimously. The motion will be presented to President Yong with a request for implementation. Senator Nasreen Rahim was elected to serve as the acting Chair until the release-time position is approved and posted to the faculty.

**B. Institutionally Set Standards**

The Standards were discussed at the last meeting and briefly reviewed. A motion was made to approve the Standards. The motion was passed with one abstention from Michael Hernandez.

**C. DEC Amendment to Charge - *deleted***

**D. District Academic Senate**

President Narveson distributed a copy of the proposed constitution for the District Academic Senate Constitution and pointed out some issues with which he did not agree, most notably, the proxy provisions. Reservations were also expressed about the language governing voting members and the requirements for a quorum. A motion was made to provisionally approve the Constitution with the stipulation that the voting membership and quorum requirements be amended and the proxy-voting provision be removed. The motion was seconded and approved unanimously. There is one more faculty member needed from EVC and past experience as a Senate President or a Chair of a Standing Committee is desirable. The Senate will send out a request to the faculty. The committee is likely to be meeting on Fridays. This will be discussed further at the next meeting.

**VIII. DISCUSSION ITEMS**

**A. Distance Education & Online Education Initiative (OEI) Course Design Rubric**

The district is moving to the Canvas online management system and implementation has begun. There will be three paid hours of optional training for faculty members on Canvas during spring break. Various contract/union issues were discussed.

**B. Plus/Minus Grading – *deferred***

**C. Program Review Allocation – *deferred***

**D. Friday Course Schedule – *deferred***

**E. Safety/Facilities Committee: Locking Classrooms**

Most of the EVC classrooms do not have doors that lock from the inside. Conversion to interior locking doors will be an action item at the next meeting, when a request to the Facilities and Safety Committee will be written.

**IX. INFORMATION ITEMS**

**A. Student Opportunity and Access Revenue (SOAR)**

SOAR is a proposed fund to be created from income earned from the leased land adjacent to EVC, to include the proposed new development and the existing Imwalle retail property. The amount is estimated to be about \$2.1 million per year, to be shared equally between the two colleges. President Narveson would like to have faculty on-call to provide input into any decisions about how that money would be spent. Senators Robin Hahn, Sravani Banerjee, and Jack Baker agreed to be available when

needed. An issue of concern is that the revenue from the properties could be offset by cuts in general funding that would otherwise be available, and effectively diverting some if not all of the income to things not related directly to education and the students. One idea was to have the money used for books and other classroom materials, which make up one of the most significant costs to students.

**B. Joint AS/AFT Collaboration Committee – deferred**

**C. Chapter 4 & 5 Board Policies/Procedures Workshop**

All of the Board Policies and Procedures need to be updated before the academic year is over for accreditation. President Narveson has been involved with this task and asked the Senate if they would consent to his acting in the Senate's behalf on this matter. There was no objection.

**D. Credit by Examination**

The final version of the credit by exam policy, which was already passed by the All College Curriculum Committee, was distributed. Dean of Enrollment Services Octavio Cruz and Chair of the ACCC Janice Toyoshima will be invited to a Senate meeting to discuss this further.

**X. REPORTS (10 min)**

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

**A. College Council-Eric Narveson**

**C. District Council-Eric Narveson**

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

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

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

1. **All College Curriculum:** Janice Toyoshima, Chair

2. **Campus Technology:** Steve Mentor, Chair

3. **Budget Committee:** Eugene Canoy, Chair

4. **Safety/Facilities:** Henry Gee, Chair

5. **Staff Development:** Nasreen Rahim, Chair

6. **Retention/Matriculation:** Uyen Mai, Chair

7. **Student Success and Equity:** Lynette Apen, Chair

7a. **Accreditation Update:** Lynette Apen

**F. Senate Committees**

1. **Executive Committee**

2. **College Council**

3. **District Council**

4. **Marketing Committee:** Robin Hahn

5. **Student Behavior Management**

Jack Baker, Michael Hernandez, Brad Carothers, Rick Wagner

**G. Accreditation**

**H. AFT 6157**

**I. Administrative Services**

**J. President**

**XI. Adjournment:** The meeting was adjourned at 4:49 p.m.

**EVERGREEN VALLEY COLLEGE**  
**A C A D E M I C S E N A T E**  
**MINUTES**  
**APRIL 5, 2016**

President	Eric Narveson	Present
Vice President	Jack Baker	Present
Treasurer	Michael Hernandez	Present
Immediate Past President	Henry Gee	Present
Social Science, Humanities, Arts, & PE	Randy Pratt	Absent
Social Science, Humanities, Arts, & PE	Brad Carothers	Present
Business & Workforce Development	Michael Hernandez	Present
Counseling Services	Laura Bettencourt	Absent
Library and Learning Resources	Lorena Mata	Present
Language Arts	Sravani Banerjee	Present
Language Arts	Robin Hahn	Present
Math, Science, and Engineering	Jack Baker	Present
Math, Science, and Engineering	Preeti Srinivasan	Present
Nursing & Allied Health	Peggy Gorbach	Present
At Large	Nasreen Rahim	Present
At Large	Henry Gee	Present
Adjunct	Uyen Mai	Present
Adjunct	Lisa Bell	Absent

**Guest:** Janice Toyshima

**I. CALL TO ORDER:** President Narveson called the meeting to order in the Mishra room at 3:12 P.M.

**II. ADOPTION OF AGENDA** (5 min.)  
 Additions/Deletions/Corrections/Deferrals  
 Adoption of Agenda (Including consent items marked #) -- Unanimously approved as amended.

**III. APPROVAL OF MINUTES** – March 1 and March 15, 2016 – deferred because of computer problems

**IV. RECOGNITION AND ANNOUNCEMENTS**

Nasreen Rahim was recognized for her letter to the editor of the Mercury News regarding the District Administration’s decision to commercially develop the 27 acres adjacent to EVC.

Senator Rahim was also praised for her decade of service chairing the Staff Development Committee.

The Women’s History Book Event and its participants were recognized.

The Veteran’s Center in Gullo II will have its grand opening in mid-May.

A ceremony commemorating the fortieth anniversary of the college is planned for some time in May. Anyone who would like to participate should contact Penny Garibay in the President’s Office. An attempt will be made to find the time capsule buried when the campus was opened.

Due to recent faculty hires, the Counseling Department may be entitled to a second seat on the Senate. This will be determined officially in fall.

The Chancellor had a meeting last week about enrollment management. The faculty was excluded from these proceedings. The Chancellor wants to increase our “efficiency” and is proposing to replace the current FTES - Full Time Equivalent Students – standard with a new FTEF - Full Time Equivalent Faculty – measure. There has been no mention of an equivalent standard for administration.

The SJCC Academic Senate voted not to endorse the formation of a Dean of Non-credit position; EVC is still going ahead with the creation of the position, with the EVC Senate’s support.

President Narveson attended the Area B meeting at the College of Marin. While there, he spoke with former EVC President, David Wain Coon.

A number of leaders in the Statewide Academic Senate are no longer faculty members creating vacancies on various committees. Anyone who is interested in becoming involved should see the Statewide Senate website.

The At-large nomination forms have been sent out. Presently, there is one faculty member who has turned in a nomination.

There are two more Senate meetings scheduled for the 2015-2016 academic year, with the possibility of holding an additional meeting the second week in May, contingent on what Senate business is pending.

**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.)*

There have been numerous and ongoing problems with the CurricuNet application, as well as dissatisfaction with technical support and communication regarding issues. This topic will be added as a discussion item for an upcoming Senate meeting. Curriculum Chair Janice Toyoshima, as well as curriculum committee members, will be invited to the Senate meeting to address this issue.

**VI. COMMITTEE APPOINTMENTS**

- A. #Non-Screening Committees (2015-2016)**
  - 1. College Technology**
  - 2. Budget**
  - 3. College Safety/Facilities**
  - 4. Retention Matriculation**
  - 5. Staff Development**
  - 6. Institutional Effectiveness**
  - 7. College Curriculum**
  - 8. Archives**
  - 9. Graduation**
  - 10. Marketing**
  - 11. Scholarship**
  - 12. Student Services**
  - 13. Resource Development**
  - 14. District Council**
  - 15. Professional Improvement Committee (PIC)**
  - 16. PRC**
  - 17. District Budget**
- B. #Tenure Review Committees**
- C. #Screening Committees**
- D. #Peer Review Committees**

## VII. ACTION/DISCUSSION ITEMS

### A. **District Academic Senate**

Membership on the District Academic Senate shall consist of the Presidents, Vice Presidents, and Treasurers from each college Academic Senate, with one additional member from each college chosen by that college's Senate. No current EVC Senators expressed interest in serving. President Narveson will put out a request for nominations via email to the faculty.

### B. **Safety/Facilities Committee: Locking Classrooms**

Senator and Chair of the Safety/Facilities Committee, Henry Gee, addressed the issue of classroom security, specifically doors that do not lock from the interior. He explained that there are several types of door locks and catches being considered. The committee is going to do a pilot program in the Cedro building. It is unknown what the security measures will be in the new campus buildings.

## VIII. DISCUSSION ITEMS

### A. **Plus/Minus Grading - *deferred***

### B. **Program Review Allocation**

The Budget Committee is rethinking how they will do program review allocation to address concerns raised about equity between divisions and departments, and to satisfy accreditation criteria for the budget process.

### C. **Friday Course Schedule - *deferred***

### D. **Credit by Examination**

ACCC Chair, Janice Toyshima was present to address the credit by exam policy. Not all courses allow credit by exam, especially courses for degrees that require technical expertise, such as those in vocational or the health services areas. It was pointed out that although credit by exam is determined by departments, other institutions may not accept it and it is the student's responsibility to find out. This is to be an action item on the next agenda.

## IX. INFORMATION ITEMS

### A. **Joint AS/AFT Collaboration Committee – *deferred***

### B. **Student Opportunity and Access Revenue (SOAR)**

The SOAR fund is proposed to support student initiatives and learning using funds generated from the leased properties adjacent to the EVC campus. The Senate would like these funds to be kept as close as possible to the students and classroom, and not used for administrative or other purposes. The majority of the Board appears to be in agreement with this concept, but it is imperative that the faculty be closely involved in to ensure the integrity of the process. President Narveson would like to craft a resolution to that effect as the time gets closer to Board approval.

### C. **Chapter 4 and 5 Board Policies**

President Narveson has been attending meetings discussing Chapters 4 and 5 of board policies. In order to expedite the process he would like the Senate to authorize him to act in its behalf in revising these policies.

### D. **College Budget Priority Management**

Vice President Jack Baker discussed the budget emphasis on "efficiency" with President Yong, and expressed concern that at a time when the District appears to be flush with funds, instead of innovating

and growing we appear to be in retrenchment mode with an emphasis on cutting low-enrolled classes. The loss of these classes impacts students that may leave for other colleges, further impacting the enrollment in courses in the district. President Yong also noted that the under-use of classroom space was a concern; State target is 40 hours per week, which EVC does not meet.

**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

- A. **College Council-Eric Narveson**
- C. **District Council-Eric Narveson**
- B. **Board of Trustees-Eric Narveson**
- D. **Treasurer's Report-Michael Hernandez**
- E. **College Committees (1 minute @ )**
  - 1. **All College Curriculum:** Janice Toyoshima, Chair
  - 2. **Campus Technology:** Steve Mentor, Chair
  - 3. **Budget Committee:** Eugene Canoy, Chair
  - 4. **Safety/Facilities:** Henry Gee, Chair
  - 5. **Staff Development:** Nasreen Rahim, Chair
  - 6. **Retention/Matriculation:** Uyen Mai, Chair
  - 7. **Student Success and Equity:** Lynette Apen, Chair
  - 7a. **Accreditation Update:** Lynette Apen
- F. **Senate Committees**
  - 1. **Executive Committee**
  - 2. **College Council**
  - 3. **District Council**
  - 4. **Marketing Committee:** Robin Hahn
  - 5. **Student Behavior Management**  
Jack Baker, Michael Hernandez, Brad Carothers, Rick Wagner
- G. **Accreditation**
- H. **AFT 6157**
- I. **Administrative Services**
- J. **President**

**XI. Adjournment** The meeting was adjourned at 4:47 p.m.

EVERGREEN VALLEY COLLEGE  
 A C A D E M I C S E N A T E  
**MINUTES**  
**APRIL 19, 2016**

President	Eric Narveson	Present
Vice President	Jack Baker	Present
Treasurer	Michael Hernandez	Present
Immediate Past President	Henry Gee	Present
Social Science, Humanities, Arts, & PE	Randy Pratt	Absent
Social Science, Humanities, Arts, & PE	Brad Carothers	Present
Business & Workforce Development	Michael Hernandez	Present
Counseling Services	Laura Bettencourt	Absent
Library and Learning Resources	Lorena Mata	Present
Language Arts	Sravani Banerjee	Present
Language Arts	Robin Hahn	Present
Math, Science, and Engineering	Jack Baker	Present
Math, Science, and Engineering	Preeti Srinivasan	Present
Nursing & Allied Health	Peggy Gorbach	Present
At Large	Nasreen Rahim	Present
At Large	Henry Gee	Present
Adjunct	Uyen Mai	Present
Adjunct	Lisa Bell	Absent

**Guests:** Lynette Apen and Janice Toyoshima

**I. CALL TO ORDER**

President Narveson called the meeting to order at 3:10 pm in the Mishra Community Room.

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

Additions/Deletions/Corrections/Deferrals  
 Adoption of Agenda (Including consent items marked #)

**III. APPROVAL OF MINUTES**

The minutes of March 1, March 15, 2016 were approved with corrections.  
 The April 5, 2016 minutes were deferred.

**IV. RECOGNITION AND ANNOUNCEMENTS**

There will be a forum with Mayor Liccardo on Thursday at 11:15 in the VPA Theater.

There is progress on the 40<sup>th</sup> anniversary celebration of EVC. It is tentatively scheduled for May 20. As part of the anniversary, on May 2, an attempt will be made to locate and dig up the time capsule from 1978,

Dr. Carolyn van Putten is helping to update the District Policies.

President Narveson and SJCC faculty and administration will be attending the State Academic Senate Plenary Session this week.

The Board has been meeting in closed-door sessions concerning the proposed development plans for the 27 acres adjacent to EVC. The proposals presented so far appear to be invalid and there will be no housing included.

The 40<sup>th</sup> Annual Poetry Festival will be held on April 22, from noon until 5:00 p.m.

The Honors Club will be hosting an LGBT event in Gullo 2 on April 20.

There will be an online education conference featuring the Canvas platform in June, in San Diego. The conference can be paid for with staff development funds.

**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**

**A. #Non-Screening Committees (2015-2016)**

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

**B. #Tenure Review Committees**

**C. #Screening Committees**

**Vice-President of Administrative Services:** Henry Gee & Kelly Nguyen-Jardin

**D. #Peer Review Committees**

**VII. ACTION/DISCUSSION ITEMS**

**A. Credit by Examination**

Credit by exam was discussed at the previous meetings. ACCC Chair, Janice Toyshima distributed copies of the form students would use to petition for credit-by-examination and asked for Senate approval. However, the form had not yet been approved by the ACCC and it was argued that the Senate shouldn't act until after the ACCC had approved the form. A motion was made to wait until the next Senate meeting to vote on the credit by examination policy, as well as the petition form. The motion was seconded and approved unanimously. Professor Toyoshima would like to see the policy in the next issue of the EVC catalog.

**B. Safety/Facilities Committee: Locking Classrooms – deferred**

**C. Chapter 4 & 5 Board Policies/Procedures**

There is still work being done on the policies, especially separating actual policy from procedure. President Narveson will make a copy available to the Senate so it can review and possibly vote on the revised policies.

**D. Election of At-Large Senator**

Only one nomination form was received, from current At-Large Senator Nasreen Rahim, so there was no need to hold an election. A motion was made to approve Senator Rahim to serve another two-year term in the Senate. The motion was seconded and approved unanimously.

**E. Election of Senate Officers**

The Senate by-laws call for an election for Senate officers in April. President Eric Narveson was nominated to continue serving as President, nominations were then closed and he accepted. A motion was made to elect President Narveson as President; it was seconded and approved unanimously.

Vice President Jack Baker was nominated to continue serving as Vice President, nominations were then closed and he accepted. A motion was made to elect Vice President Baker as Vice President; it was seconded and approved unanimously.

Treasurer Michael Hernandez was nominated to continue serving as Treasurer, nominations were then closed and he accepted. A motion was made to elect Treasurer Hernandez as Treasurer; it was seconded and approved with one abstention from Michael Hernandez.

A motion was made to endorse Fabio Gonzalez, from SJCC, as the provisional President of the District Academic Senate until there is an actual election in that Senate. The motion was seconded and passed unanimously.

Professor Ambica Gill was the sole applicant for the Chair of the Staff Development Committee position. President Narveson read to the Senate her application for the position. A motion was made to approve Professor Gill as the Chair of Staff Development for the next two-year term, effective immediately. Outgoing Chair, Nasreen Rahim was commended for her work on the committee for the past few years.

**VIII. DISCUSSION ITEMS**

**A. Plus/Minus Grading** – deferred

**B. Program Review Allocation** – deferred

**C. Friday Course Schedule** – deferred

**D. CurricuNET Issues**

There is considerable frustration involving the use of CurricuNet that has generated a number of complaints and discussions on campus, including in previous Senate meetings. One frequent concern is that the input is not being saved. ACCC Chair, Janice Toyoshima explained that the problem seems to be that updates made by Governet™ are causing previous changes and corrections to not take effect. Professor Toyoshima asked that when there is a problem, to let others know so it may be addressed. Faculty members having difficulty should take screen shots of the offending functions and send them to Vicki Brewster, noting the time and the date of screen shot. Professor Toyoshima also noted that there is also an inherent incompatibility between Word text and the CurricuNet program, because the latter employs HTML format text.

**IX. INFORMATION ITEMS**

**A. Joint AS/AFT Collaboration Committee** *Deferred*

President Narveson would like to revisit this item after the new AFT leadership is in place.

**B. Student Opportunity and Access Revenue**

President Narveson wants to ensure that the faculty stays involved in how the money received from the leased property is used. He will write a resolution to that effect; this will be an action item on the next agenda.

**C. Accreditation Report**

Lynette Apen distributed two documents: Integrated Planning Implementation Design and Evaluation of Planning Processes, which need to be endorsed by the Senate. She explained that *the* process is ongoing, with reports due at intervals in the spring and summer. The accreditation visit will be in October. President Narveson would like the Senate to empower him and the executive board of the Senate to sign-off on the various reports so the process will not be stalled waiting for the Senate to endorse it.

**D. Board of Trustees Task Force Regarding Visit to Vietnam**

There is concern among members of the local Vietnamese community over the recent visit to Vietnam by representatives from SJECCD. These concerns were voiced by public comment at a recent Board meeting. President Narveson suggested that a task force be formed consisting of faculty, staff, students and community members to deal with this issue, and the Chancellor has emailed him asking for his participation. He asked if anyone on the Senate was interested.

**E. District Enrollment Management Formula**

The Chancellor is promoting a new formula to calculate “efficiency” in enrollment management. The old formula was based on FTES and the new formula is FTES/FTEF. (Full-Time Equivalent Student, Full-Time Equivalent Faculty) As a result, many sections are already being canceled for the fall 2016 semester. President Narveson explained that there were several things that did not appear to be considered in these determinations, including what constitutes full-time faculty. Moreover, he was given different answers to his questions about the process from different administrators. President Narveson would like the Chancellor to determine what full-time faculty means and how the formula compares to different institutions or criteria statewide.

**X. REPORTS (10 min)**

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

**A. College Council-Eric Narveson**

**C. District Council-Eric Narveson**

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

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

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

1. **All College Curriculum:** Janice Toyoshima, Chair

2. **Campus Technology:** Steve Mentor, Chair

3. **Budget Committee:** Eugene Canoy, Chair

4. **Safety/Facilities:** Henry Gee, Chair

5. **Staff Development:** Nasreen Rahim, Chair

6. **Retention/Matriculation:** Uyen Mai, Chair

7. **Student Success and Equity:** Emily Banh, Chair

7a. **IEC Update:** Lynette Apen

**F. Senate Committees**

1. **Executive Committee**

2. **College Council**

3. **District Council**

4. **Marketing Committee:** Robin Hahn

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

**G. Accreditation**

**H. AFT 6157**

**I. Administrative Services**

**J. President**

**XI. Adjournment** The meeting was adjourned at 5:14 p.m.