

EVERGREEN VALLEY COLLEGE  
ACADEMIC SENATE  
**MINUTES**  
**SEPTEMBER 5, 2017**

President	Eric Narveson	Present
Vice President	Jack Baker	Present
Treasurer	Michael Hernandez	Absent
Immediate Past President	Henry Gee	Present
Social Science, Humanities, Arts, & PE	Frank Espinoza	Present
Social Science, Humanities, Arts, & PE	Brad Carothers	Present
Business & Workforce Development	Michael Hernandez	Absent
Counseling Services	Laura Bettencourt	Absent
Counseling Services	Tina Iniguez	Present
Library and Learning Resources	Lorena Mata	Present
Language Arts	Carmen Solorzano	Present
Language Arts	Robin Hahn	Absent
Math, Science, and Engineering	Jack Baker	Present
Math, Science, and Engineering	Preeti Srinivasan	Present
Nursing & Allied Health	Peggy Gorbach	Absent
At Large	Nasreen Rahim	Absent
At Large	Henry Gee	Present
Adjunct	Brian Gott	Absent
Adjunct	Robby Bodden	Present

**I. CALL TO ORDER**

President Narveson called the meeting to order in the Mishra room at 3:08 p.m.

**II. ADOPTION OF AGENDA (5 min.)** The agenda was adopted unanimously.

Additions/Deletions/Corrections/Deferrals

Adoption of Agenda (Including consent items marked #)

**III. APPROVAL OF MINUTES** – The minutes of May 16, 2017 were approved unanimously.

**IV. RECOGNITION AND ANNOUNCEMENTS**

President Narveson introduced three new Senators: Professors Frank Espinoza, Carmen Solarzano, and Tina Iniguez.

Professor Sterling Warner will be stepping down from event that he has been heading including the Authors Series, Poetry Festival, production of *Leaf by Leaf*, and St. Andrews Day. Professor Celso Batalha and the Astronomy department were recognized for organizing the eclipse viewing event on campus. The eclipse was notably awesome.

Chancellor Budd was recognized for her email to the campus about the phasing out of DACA and the district's ongoing support for DACA students. It was pointed out that state law precludes colleges from releasing information regarding student immigration status or cooperating with routine I.C.E. immigration enforcement efforts.

President Narveson's former weekly meetings with the President have been reduced to twice a month. It was suggested that President Narveson bring additional Senators with him when he meets with the college President. It is possible that the day and time may change for these meetings, which are scheduled immediately before the Senate meetings.

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

This portion of the meeting is reserved for any item not on the agenda. 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 (2017-2018)**

**B. #Tenure Review Committees**

1. Charles Chau - Preeti Srinivasan, Jose Valentine

**C. #Screening Committees**

**D. #Peer Review Committees**

**E. #Non-Screening Committees (2017-2018)**

1. **College Technology** -- Paran Vanniasegaram (Math, Science, and Engineering)

2. **College Budget** – Teck Ky (Math, Science, and Engineering)

3. **College Safety/Facilities** – Paran Vanniasegaram (Math, Science, and Engineering)

4. **Student Success Advisory** – Teck Ky (Math, Science, and Engineering)

5. **Staff Development** – Abdie Tabrizi (Math, Science, and Engineering)

6. **Institutional Effectiveness**

7. **All College Curriculum-** Liam Cong-Huyen (Math, Science, and Engineering)

8. **Archives**

9. **Graduation** – Bonnie Brown (Math, Science, and Engineering)

10. **Scholarship**

11. **Student Services**

12. **Resource Development**

13. **District Council.**

14. **Professional Improvement Committee**

15. **PRC**

16. **District Budget**

17. **SLOAC Assessment** -- Abdie Tabrizi (Math, Science, and Engineering)

18. **Distance Education** -- Abdie Tabrizi (Math, Science, and Engineering)

**VII. ACTION/DISCUSSION ITEMS**

**A. Senate Self-Evaluation**

President Narveson reviewed the Senate's goals for 2016-2017. Some goals were accomplished, and some were not as the completion of many items was contingent on other groups' activities. President Narveson will prepare a written summary for the Senate.

**B. Curriculum Technical/Division Committees**

At the next meeting a resolution will be considered requesting that every division establish its own curriculum committee in order to expedite the curriculum approval process. Action deferred.

**C. Resolution Regarding Senate Committee Nominations**

Clarification as to whether this can be done as a resolution or if it requires a change in the bylaws will be provided. Action deferred.

**D. Future Faculty Hires Committee**

The Senate discussed forming a sub-committee of the Senate to develop faculty hiring recommendations. It was argued that the sub-committee could formulate more strategic requests based on examination of different sources, such as the Educational Master Plan and course wait lists, and better represent departments lacking full-time faculty members thereby identifying departments most in need of full-time faculty hires. Concern was raised that this sub-committee could put the Senate at odds with recommendations from discipline faculty. It was also noted that the process already in place

calls for documentation (e.g., wait-list data, and full-time vs. part-time instructional loading) as well as reference to program reviews. It was suggested that the sub-committee be focused on reviewing and updating the Educational Master Plan rather than just on making hiring recommendations. A motion was made to form an Ad Hoc Educational Master Plan sub-committee. Senator Henry Gee will initially take the lead on the committee and Senators Jack Baker and Frank Espinoza will also serve. The motion was seconded and passed unanimously.

The goal of having a ranked list of faculty hiring recommendations ready by October 15 was deemed too soon for submitting a well-informed list to Interim President Aytch. It was proposed that a request be made to extend the deadline.

**E. Executive Committee Report**

The term of the Executive Committee ~~has~~ ended with the start of regular Senate meetings. President Narveson appointed Professor Steven Graham to be on the screening committee for SSHAPE Interim Dean; however, Professor Graham was never contacted and the committee convened and made its decision without his or any other faculty input. A motion was made, seconded and unanimously approved to endorse President Narveson's appointment of Professor Graham.

**VIII. DISCUSSION ITEMS**

**A. Friday Course Schedule -- deferred**

**B. SOAR Funds – deferred**

**C. Re-establishment of Diversity Action Council**

President Narveson gave a brief history of the Diversity Action Council. It was proposed that re-establishment of the Diversity Advisory Committee, as a shared governance standing committee would be superior to reviving the Council. The need for either a renewed council or committee was questioned. This will be discussed further at the next meeting.

**D. Measure X Fund Usage**

President Narveson wants to ensure that there is a faculty voice ~~in~~ directing the fund's use, as well as having faculty representation on the Facilities Master Plan Task Force. It was proposed that the Senate meet with the task force before any decisions are made.

**E. Credit By Exam – deferred**

**F. Adding Another Adjunct Senator**

The Senate discussed adding an additional adjunct Senator, with the possibility of incrementally adding more. This would involve a change in the by-laws, and would have to be approved by the faculty. This is will an action items on the next agenda.

**G. Faculty Hiring Recommendation List (Info.)**

President Narveson gave some background and contingencies for hiring this year. Nursing will likely top to replace a retirement and maintain the program's accreditation. Positions in T&I and ESL were approved last year, but did not go through the hiring process due to a funding mismanagement. It was argued that these two positions should top the list this year as a result. The Senate agreed the President's October 15<sup>th</sup> deadline is too early and does not provide adequate time for faculty presentations and decision-making.

**IX. INFORMATION ITEM**

**A. SLO Update** – deferred

**B. Facilities Master Plan** – E. Narveson

**C. Guided Pathways**

President Narveson attended a retreat in August and gave a brief explanation of Guided Pathways, and referred to the presentation on PDD. There will be a convention in Oakland soon about this initiative. the focus of which is to get more students through the college more quickly. It will require endorsement of the Senate.

**D. Dual Enrollment** – deferred

**E. Translation & Interpretation Program Change** – deferred

**F. Resource Allocation Model Update**

Roy Stutzman, who was contracted to work on resource allocation model, has finished his report. Vice Chancellor Doug Smith would like to attend a Senate meeting to explain the report and proposed model. President Narveson thinks it is premature for the Senate to discuss the report, and to do so might be interpreted as an endorsement of its recommendations.

**G. State Senate Awards**

A list of State Senate awards was distributed to the Senators to share with their constituents.

**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**

**B. District Council-Eric Narveson**

**C. 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:** Ambica Gill, Chair

**6. Student Success Advisory:**

**7. Accreditation Update:** Lynette Apen

**F. Senate Committees**

**1. Curriculum Committee**

**2. Professional Development Committee**

**3. SLOA Committee**

**4. Distance Ed. Committee**

**5. District Senate**

**G. Accreditation**

**H. AFT 6157**

**I. Classified Senate**

**J. Administrative Services**

**K. President**

**XI. Adjournment 5:10**

**EVERGREEN VALLEY COLLEGE**  
**A C A D E M I C   S E N A T E**  
**MINUTES**  
**SEPTEMBER 19, 2017**

President	Eric Narveson	Present
Vice President	Jack Baker	Present
Treasurer	Michael Hernandez	Absent
Immediate Past President	Henry Gee	Present
Social Science, Humanities, Arts, & PE	Frank Espinoza	Present
Social Science, Humanities, Arts, & PE	Brad Carothers	Present
Business & Workforce Development	Michael Hernandez	Absent
Counseling Services	Laura Bettencourt	Absent
Counseling Services	Tina Inigues	Present
Library and Learning Resources	Lorena Mata	Present
Language Arts	Carmen Solorzano	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	Absent
At Large	Nasreen Rahim	Present
At Large	Henry Gee	Present
Adjunct	Brian Gott	Present
Adjunct	Robby Bodden	Present

**Guests:** Interim Presiden Keith Aytch

**I. CALL TO ORDER**

President Narveson called the meeting to order in the Mishra room at 3:03 p.m.

**II. ADOPTION OF AGENDA (5 min.)** The agenda was adopted unanimously.

Additions/Deletions/Corrections/Deferrals: Information K. added

Adoption of Agenda (Including consent items marked #)

**III. APPROVAL OF MINUTES** – The approval of the of September 5, 2017 minutes were deferred

**IV. PRESIDENT’S REPORTS**

**A. College Council**-Eric Narveson

**B. District Council**-Eric Narveson

**C. Board of Trustees** – The board has passed the budget for this academic year.

**V. RECOGNITION AND ANNOUNCEMENTS**

A transfer fair will be held on September 27, 2017 and the Transfer Center is now in the former EOP&S location.

The Statewide Plenary session will be held in Irvine on November 3, 2017.

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

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It was suggested, due to the earthquake in Mexico, that EVC employees be prepared at work in case one strikes here. President Narveson will speak to Ambica Gill, Chair of Staff Development, to see if there can be a PDD session on earthquake preparedness and safety.

## VII. COMMITTEE APPOINTMENTS

- A. **#Non-Screening Committees (2017-2018)**
- B. **#Tenure Review Committees**
  - 1. Charles Chau: Jose Valentin: (Faculty Choice), Preeti Srinivasan (Deans Choice)
  - 2. Cindy Huynh: Art Villarreal: (Faculty Choice), Lorena Mata (Deans Choice)
  - 3. Shanna Ericson: Mirella Burton (Deans Choice), Cynthia Burnham (Faculty Choice)
- C. **#Screening Committees**
- D. **#Peer Review Committees**
- E. **#Non-Screening Committees (2017-2018)**
  - 1. **College Technology:** Susana Machado/Maureen Adamski--sharing (Nursing)
  - 2. **College Budget:** Nancy Lin (Nursing)
  - 3. **College Safety/Facilities**
  - 4. **Student Success Advisory:** Sue Wetzel/ Garry Johnson – sharing (Nursing)
  - 5. **Staff Development:** Barbara Tisdale (Nursing)
  - 6. **Institutional Effectiveness:** Pat Braun (Nursing)
  - 7. **College Curriculum:** Karen Cheung/Poonam Khare--sharing (Nursing)
  - 8. **Archives**
  - 9. **Graduation**
  - 10. **Scholarship**
  - 11. **Student Services**
  - 12. **Resource Development**
  - 13. **District Council**
  - 14. **Professional Improvement Committee (PIC)**
  - 15. **PRC**
  - 16. **District Budget**
  - 17. **SLOAC:** Elaine Kaffle (Nursing)
  - 18. **Distance Education:** Danielle Brooks (Nursing)

## VIII. ACTION/DISCUSSION ITEMS

- A. **Adding Another Adjunct Senator**

President Narveson distributed an amendment to the by-laws allowing for a third adjunct Senate seat. A motion was made to approve the change to the by-laws with the contingency that the article amended be specified. The motion was seconded and passed unanimously. An email requested nominees will be sent shortly, with the nomination period ending October 2.
- B. **Curriculum Technical/Division Committees Resolution**

President Narveson submitted a resolution that requested divisions and/or departments form their own curriculum committees so that the curriculum approval process could be expedited. Specifics to that request would have to be discussed within the divisions. Senators shared their experiences with their divisions' curriculum processes. A motion was made to approve the resolution. The motion was seconded and approved unanimously.
- C. **Resolution Regarding Senate Committee Nominations—deferred**
- D. **Educational Master Plan Committee—deferred**

## IX. DISCUSSION ITEMS

- A. **Friday Course Schedule**--deferred
- B. **SOAR funds** – deferred
- C. **Re-establishment of Diversity Advisory Committee**  
So far, there does not appear to be interest in reestablishing the DAC. President Narveson would like this to be revitalized as a standing committee and would like a resolution to that effect. Senator Frank Espinoza will write a resolution which will be an action item at the next Senate meeting.
- D. **Measure X Fund Usage** – Tabled
- E. **Credit By Exam**—deferred
- F. **Faculty Hiring Recommendation List (Info)**  
Faculty hiring was discussed, both past and current practices. It was identified as one of the most demanding tasks the Senate has. Materials previously submitted can be resubmitted. The Senate discussed how best to approach the situation about the two formerly approved faculty hires from last year.
- G. **At-Large Committee Appointments** –deferred

## X. INFORMATION ITEM

- A. **SLO Update**—deferred
- B. **Facilities Master Plan** –deferred
- C. **Guided Pathways**  
There will be a workshop on Guided Pathways in October, in Oakland. The main focus on the event will be to “train the trainers”, who then will be able to disseminate the information with colleagues.
- D. **Dual Enrollment**  
Dual enrollment is occurring. President Narveson explained that it is college courses, with college standards, that are taught in high schools. These courses count for FTES. There is concern that dual enrollment would jeopardize advanced placement courses in the high schools. He advised those Senators interested in doing should discuss it with their deans.
- E. **Translation & Interpretation Program Change**  
President Narveson discussed the change in focus from legal to medical. This occurred with no faculty consultation or input. According to the law, this is one of the faculty’s purviews, so the administrators were in clear violation of this. President Narveson will discuss this with Interim President Aytch to decide how best to proceed.
- F. **Resource Allocation Model Update**  
The task group is now up and running. There are a few unclear issues that need to be addressed before the Senate can approve the model.
- G. **Senate Retreat?**  
President Narveson asked the Senators if they would like to have a Senate retreat. Interest was expressed and it was agreed that next semester would be a better time to hold the retreat. He will put together a list of possible topics to be addressed.

**H. Meeting with Interim President Aytch**

Interim President Keith Aytch attended the Senate to explain the frequency with his meetings with the Academic Senate President. Interim President Keith Aytch also updated the Senate on the latest configuration of EVC administrators, particularly Division Deans. There will be a campus forum on October 19, 2017 and various topics, such as the San Jose Promise, Facility Master Plan, and accreditation. Interim President Aytch assured the Senate that the ESL and Translation and Interpretation faculty will be first and second on the faculty hiring list. He also thanked the faculty and reported that enrollment is at a four-year high. The topic of the theater was discussed in light of having no theater program and it was suggested that the EVC make more efforts in utilizing it for community theater groups, etc.

**I. Area B Meeting, SRJC**

The Area B meeting will be held on the Petaluma campus of Santa Rosa Community College on October 13, 2017.

**J. Fall Plenary Session—deferred**

**K. Resolution on Sterling Warner**

There should be a resolution written to honor Professor Sterling Warner for his exemplary participation and leadership with students and campus events. Senator Robin Hahn will write the resolution.

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

**B. 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:** Ambica Gill, Chair
6. **Student Success Advisory:**
7. **Accreditation Update:** Lynette Apen

**C. Senate Committees**

1. **Curriculum Committee**
2. **Professional Development**
3. **SLOA Committee**
4. **Distance Ed. Committee**
5. **District Senate**

**E. AFT 6157**

**F. Classified Senate**

**G. Administrative Services**

**I. 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**  
**DRAFT MINUTES**  
**OCTOBER 3, 2017**

President	Eric Narveson	Present
Vice President	Jack Baker	Present
Treasurer	Michael Hernandez	Absent
Immediate Past President	Henry Gee	Absent
Social Science, Humanities, Arts, & PE	Frank Espinoza	Present
Social Science, Humanities, Arts, & PE	Brad Carothers	Present
Business & Workforce Development	Michael Hernandez	Absent
Counseling Services	Vacant	-----
Counseling Services	Tina Iniguez	Present
Library and Learning Resources	Lorena Mata	Present
Language Arts	Carmen Solorzano	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	Absent
At Large	Nasreen Rahim	Present
At Large	Henry Gee	Absent
Adjunct	Brian Gott	Present
Adjunct	Robby Bodden	Present

**Guests:** Fabio Gonzalez, Debbie Budd, Alice van Ommeren, Rachel Lazo, Ralph Nichols, Maniphone Dickerson, Sylvia Min

**I. CALL TO ORDER**

President Narveson called the meeting to order in the Mishra room at 3:03 p.m.

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

Additions/Deletions/Corrections/Deferrals

Adoption of Agenda (Including consent items marked #)

**III. APPROVAL OF MINUTES** The minutes of September 5 and 19, 2017 were approved with changes.

**IV. RECOGNITION AND ANNOUNCEMENTS**

Professor Minevra Duke was recognized for her fundraising efforts for the Gloria Zufall Scholarship.

Transfer Day, held last week, was a success.

President Narveson is looking for a faculty member to participate on the Marketing and Branding Committee headed by Ryan Brown and needs a volunteer. The next meeting will be October 18 at 1:00 p.m.

President Keith Aytch will be holding two campus forums: on Oct 19 and Dec 9, in the Mishra Conference Room Topics to be covered include Guided Pathways, facilities, and the San Jose Promise. President Aytch asked for Senate input on any other topics the faculty would like discussed. Faculty hiring, police presence on campus, and mental health were suggested.

Workforce Development Acting-Dean Maniphone Dickerson was introduced to the Senate.

The Resource Allocation Model Management Task Force has been reorganized into a more functional work group, and Vice Chancellor Doug Smith and President Narveson were elected as co-chairs.

Concern was raised that the college may be contracting a for-profit group to handle campus facilities reservations. President Narveson will find out more and raise the issue with President Aytch.

Due to a pending retirement the Senate will need to find a new chair for the All College Curriculum Committee. So far, no one has shown interest in volunteering for the position. President Narveson brought up the possibility of having co-chairs for the committee.

## V. PRESIDENT'S REPORTS

- A. College Council
- B. District Council

- C. Board of Trustees
- D. General

## VI. PUBLIC COMMENTS (limited to only three minutes)

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It was suggested that active shooter workshop be held every semester.

## VII. COMMITTEE APPOINTMENTS

- A. #Non-Screening Committees (2017-2018)
- B. #Tenure Review Committees
  1. Poonam Khare --Gary Johnson (faculty choice) and Barbara Tisdale (administrator choice)
  2. Patricia Braun--Susana Machado (faculty choice) and Barbara Tisdale (administrator choice)
- C. #Screening Committees
- D. #Peer Review Committees
  1. Peggy Gorbach--Nasreen Rahim (evaluator)
  2. Nancy Lin--Garry Johnson (evaluator)
  3. Maureen Adamski—Barbara Tisdale (evaluator)
- E. #Non-Screening Committees (2017-2018)

<ol style="list-style-type: none"><li>1. College Technology</li><li>2. Budget</li><li>3. College Safety/Facilities</li><li>4. Student Success Advisory</li><li>5. Staff Development</li><li>6. Institutional Effectiveness</li><li>7. College Curriculum</li><li>8. Archives</li><li>9. Graduation</li></ol>	<ol style="list-style-type: none"><li>10. Scholarship</li><li>11. Student Services</li><li>12. Resource Development</li><li>13. District Council</li><li>14. Professional Improvement</li><li>15. PRC</li><li>16. District Budget</li><li>17. SLOAC</li><li>18. Distance Education</li></ol>
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## VIII. ACTION ITEMS

- A. **Faculty Hiring Recommendation List (Info.)**

The instructors listed below gave short presentations about faculty vacancies that needed to be filled. Some departments do not have a fulltime faculty members. Without fulltime faculty members it is difficult to maintain, let alone grow programs within these departments. Other reasons for hiring fulltime instructors were cited, including curriculum currency and development, safety and maintenance through consistent knowledge of equipment, program updates and development to keep EVC competitive and to offer students the quality education promised in EVC's Mission Statement. In the case of Theater Arts, the Senate was reminded that the theater was constructed with bond money and has not lived up to promises made at the time of the bond request. The three presenters also gave

information on class enrollments and percentages of the classes within the departments that are being taught by adjunct versus fulltime instructors. A motion was made to incorporate the faculty-hire recommendations approved by the Senate last year into this year's recommendations, and to automatically adopt former-Presidents Yong's hiring priorities by giving ESL and T&I the default top two positions on the Senate's list. The motion was seconded, but did not pass.

- a. **Rachel Lazo (Art/Sculpture)**
- b. **Ralph Nichols (Theater)**
- c. **Jack Baker (Biology)**

**B. Re-establishment of Diversity Advisory Committee**

Senator Frank Espinoza distributed a statement about revitalizing the DAC as a standing-committee. Senator Espinoza noted that at present there appeared to be a decided lack of interest in the committee. A motion was made to accept the statement. The motion was seconded and passed unanimously.

**C. At-Large Committee Appointments**

President Narveson asked the Senate for a volunteer to represent the EVC faculty on the District Council. If there are no volunteers from the Senate, he will make an appeal to the faculty at-large.

**D. Support Action by District Senate re: Bond Financial Management**

A Bond Financial Management and Compliance Selection Committee was formed to pick a firm to oversee the use of Measure X funds. The college senates were asked to appoint faculty representatives on short notice and well after the process had begun. President Narveson sought a faculty member with accounting expertise, and ultimately selected Arthur College, adjunct faculty member in Business and Applied Technology. President Narveson asked for the Senate's post-facto approval pleading that the lack of time and that this was not clearly a "10+1" faculty area forced a quick decision or the opportunity for faculty participation would be lost.

The SJCC Senate rejected the committee representation request because the faculty had included in the process the beginning. Fabio Gonzales, President of the District Academic Senate, read a resolution passed by the SJCC Academic Senate protesting the exclusion of faculty. A motion was to adopt the resolution with minor revision. The motion was seconded and passed unanimously.

There was some discussion about revising the Senate by-laws to provide more direction to the Senate President as to how to handle these types of situations.

- E. **Resolution Regarding Senate Committee Nominations** – deferred
- F. **Educational Master Plan Committee**—deferred

**IX. DISCUSSION ITEMS**

- A. **Friday Course Schedule** – deferred

- B. **SOAR funds** – deferred

**C. Sterling Warner Resolution**

A draft resolution was distributed by Senator Hahn honoring Sterling Warner many contributions to EVC. The resolution will be taken up as an action item at the next Senate meeting.

- D. **Credit By Exam** – deferred

**E. Presidential Hire Planning**

Vice Chancellor of Human Resources, Kim Garcia spoke to the Senate about the forthcoming presidential hiring process. She explained that in October Human Resources will be asking for input from the campus about what desirable qualities and experiences they would like to see in the next

president. The job description will be crafted in November with the goal of having the EVC College President hired and on the job by July 2018. She asked the Senate what they would like to see in the new president and some suggestions were a positive proven track record in the community and faculty experience. There will be two information sessions planned in November and December.

**F. Strategic Priorities**

Chancellor Debbie Budd spoke to the Senate about strategic priorities. She introduced Dr. Alice van Ommeren, the new Executive Director of Institutional Effectiveness and Research. An information packet was submitted to the Senate and reviewed by Dr. Budd and Dr. van Ommeren. Dr. Budd emphasized the need for all constituents to participate in shared governance.

**X. INFORMATION ITEM**

**A. SLO Update** – deferred

**B. Regular Effective Contact Hours**

Senator and Chair of the Distance Education Committee, Nasreen Rahim presented information about effective regular contact hours and discussed it with the Senate. This will be an action item for approval at the next Senate meeting.

**C. Facilities Master Plan** – E. Narveson

**D. Guided Pathways** – deferred

**E. Dual Enrollment** – deferred

**F. Translation & Interpretation Program Change** – deferred

**G. Resource Allocation Model Update**

**H. Area B Meeting, SRJC** – President Narveson cannot attend.

**I. Fall Plenary Session**

President Narveson invited anyone interested to also attend. It will be held in Irvine, in November.

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

**B. 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:** Ambica Gill, Chair

6. **Student Success Advisory:**

7. **Accreditation Update:** Lynette Apen

**C. Senate Committees**

1. **Curriculum Committee**

2. **Professional Development Committee**

3. **SLOA Committee**

4. **Distance Ed. Committee**

5. **District Senate**

**D. Accreditation**

**E. AFT 6157**

**F. Classified Senate**

**G. Administrative Services**

**XI. Adjournment** The meeting was adjourned at 5:15 pm

EVERGREEN VALLEY COLLEGE  
 A C A D E M I C S E N A T E  
**MINUTES**  
**OCTOBER 17, 2017**

President	Eric Narveson	Present
Vice President	Jack Baker	Present
Treasurer	Michael Hernandez	Present
Immediate Past President	Henry Gee	Present
Social Science, Humanities, Arts, & PE	Frank Espinoza	Present
Social Science, Humanities, Arts, & PE	Brad Carothers	Present
Business & Workforce Development	Michael Hernandez	Present
Counseling Services	Vacant	Absent
Counseling Services	Tina Iniguez	Present
Library and Learning Resources	Lorena Mata	Present
Language Arts	Carmen Solorzano	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	Frank Tello	Present
Adjunct	Brian Gott	Present
Adjunct	Robby Bodden	Absent

**Guests:**

Adriana Ayala, Janice Assadi, Tammara Chavez, Todd Marvin, Maniphone Dickerson, Sterling Warner, Barbara Farrell, Gam Nguyen, Cara Uy, Marjorie Clark, Ryan Brown, Parran Vanniasegaram, Mary Ann Conlon, Sravani Banerjee, Andrea Mena, Rick Wagner, Hang Chu, Laura Garcia, Fabio Gonzalez, Ly Quach, Mareus Rodriguez, Antonio Perez, Matthew Le, Theavee Chao, Jessica Dunbar, Jose A. Mangana, Kevin Nguyen, Charina Tengson, Chelsea Hayes, Michael Magahiz, Roneline Vega, Brilen Rapp, Rinh Ly, Carmen Martinez, Juan Alas, Elmo Balaoro

**I. CALL TO ORDER** President Narveson called the meeting to order at 3:00 in the Mishra Conference Room.

**Additions/Deletions/Corrections/Deferrals**

Adoption of Agenda (Including consent items marked #)

**III. APPROVAL OF MINUTES** The minutes of October 3, 2017 were deferred.

**IV. RECOGNITION AND ANNOUNCEMENTS**

President Narveson distributed a list of upcoming Statewide Senate events:

CTE Regional Meeting (stressing Strong Workforce Funding), Friday, 20 Oct. 2017, College of Alameda, Alameda, 9:00-3:00, Free.

Civil Discourse and Equity Regional Meeting, Friday, 27 Oct. 2017, Solano College, Solano, 9:00-3:00 Free  
 Fall Plenary Session, Thursday-Saturday, 1-3 Nov. 2017, Irvine Marriott, \$575

Curriculum Regional Meeting, Friday, 17 Nov. 2017, Folsom Lake College, Folsom, 9:00-3:00, Free

Student Learning Outcome Symposium, Friday, 9 Feb. 2018, Orange Coast College, Costa Mesa, 8:00-5:00, \$50

OER Regional Meeting, Saturday, 10 Feb. 2018, TBA

Accreditation Institute, Friday-Saturday, 23-24 Feb. 2018, Wyndham Garden Hotel, Garden Grove, \$495

CTE Regional Meeting, Friday, 9 March 2018, TBA, Free

Area B Meeting, Friday, 23 March 2018, TBA, 9:00-3:00, Free

Spring Plenary Session, Thursday-Saturday, 12-14 April 2018, San Mateo Marriott, \$545

Faculty Leadership Institute, Thursday-Saturday, 14-16 June 2018, Sheraton Park, Anaheim, \$575

Terrence Lee was recognized for holding the plant seminar on campus.

## V. PRESIDENT'S REPORTS

A. College Council

B. District Council

C. Board of Trustees

D. General

## VI. 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.

Professor Marjorie Clark spoke to the Senate about faculty hires. She explained that the District has approximately seventeen million dollars in reserve and approximately thirty million savings as a result of being a Basic Aid campus. She acknowledged that while administrators are necessary, at this point in time, it is critical that students become a priority by hiring more faculty to meet their educational goals. Professor Clark would like the Board to be educated on the magnitude of the problem that the lack of faculty creates. She asked that the Senate and faculty at-large attend the next Board meeting and speak during the public comments portion of the meeting to inform them of the issue of too few faculty members.

## VII. COMMITTEE APPOINTMENTS

A. #Non-Screening Committees (2017-2018)

B. #Tenure Review Committees

C. #Screening Committees

D. #Peer Review Committees

E. #Non-Screening Committees (2017-2018)

1. CollegeTechnology

2. Budget

3. College Safety/Facilities

4. Student Success Advisory

5. Staff Development

6. Institutional Effectiveness

7. College Curriculum

8. Archives

9. Graduation

10. Scholarship

11. Student Services

12. Resource Development

13. District Council

14. PIC

15. PRC

16. District Budget

17. SLOAC

18. Distance Education

## VIII. ACTION ITEMS

### A. Faculty Hiring Recommendation List (Info.)

There were presentations given for the positions listed below. Additional positions that were requested were Transfer, Nursing, and Equity/Probation and Dismissal Counselors. All of the presenters submitted supporting information to the Senate. Departmental faculty statistics were included during presentations, citing the need for more fulltime faculty. A group of students from the Veterans Club, as well as the Director of the Veterans Center advocated for the Veterans' Counselor. Director of Health Services, Janice Assadi, requested additional faculty in Health Services, especially in the area of mental health, whose needs are rising. There are currently no psychological services on campus. Senator Robin Hahn spoke to the Senate about the need for more English instructors, especially in light of three upcoming retirements.

- a. Sravani Banerjee (English)
- b. Janice Assadi (Health Services)
- c. Tina Iniguez (Counseling)
- d. Parran Vanniasegaram (Math)
- e. Tammara Chavez (Veterans' Counselor)

### B. Faculty Hiring Recommendation List Vote

A ballot was distributed to the Senators with the names of the positions which had been requested, and they were instructed to rank their choices. They are as follows, in ranked order:

1. Translation and Interpretation
2. English as a Second Language
3. Counseling: Veteran's
4. English
5. Health Services/Psychological Services
6. Counseling: General
7. Theater Arts
8. Counseling: Transfer
9. Mathematics
10. English (Second Position)
11. Biology
12. Counseling: Equity/Probation Dismissal
13. Art: 3D Sculpture/Small Metal Arts/Digital Fabrication
14. Counseling: Nursing/General
15. Nursing

Translation and Interpretation and English as a Second Language were given the first and second placement in accordance with the promise made by President Henry Yong that these positions be given priority in the next round of hiring. The Senate reaffirmed his decision at the last meeting.

### C. At-Large Committee Appointments – deferred

### D. Regular Effective Contact Hours

Senator and Chair of the Distance Education Committee, Nasreen Rahim explained that she would like the Senate to approve the regular effective contact-hours portion of the handbook in order to be in compliance with accreditation. A motion was made to approve the new language. The motion was seconded and passed unanimously.

### E. Resolution Regarding Senate Committee Nominations – deferred

### F. Educational Master Plan Committee – deferred

**G. Sterling Warner Resolution**

A motion was made to adopt the resolution. The motion was seconded and passed unanimously.

**IX. DISCUSSION ITEMS**

**A. Friday Course Schedule – deferred**

**B. SOAR funds – deferred**

**C. Emergency Preparedness**

There is an upcoming California Shakeout event at 10:19 a.m., Thursday, October 12.

**D. Credit By Exam – deferred**

**E. 2017-19 Integrated Plan: BSI, SE, SSSP**

Division Dean, Student Success submitted a report on the integrated plan for information, and would like Senate feedback on it.

**F. Status of Bond Financial Management Committee**

There was continuing concern about President Narveson's participation in the committee by appointing a faculty member to be a member. Since the SJCC Academic Senate wrote a resolution opposing faculty participation because of lack of consultation. A motion was made to suspend the rules and move this to an action item. The motion was seconded and passed unanimously. A motion was made to contact the faculty member who was selected to the committee and inform him that he is no longer needed for the committee. The motion was seconded and passed unanimously.

**X. INFORMATION ITEM**

**A. SLO Update—deferred**

**B. College Marketing/Branding**

Ryan Brown, Marketing & Public Information Officer, was in attendance to update the Senate on what he and his colleague, Mary Ann Conlon, have been doing to market and brand EVC in order to reach and attract students to the campus. There will be a meeting for faculty/staff focus groups tomorrow, in Gullo Conference Room at 11:00 a.m. Ms. Conlon explained how the colleges in the District were perceived: SJCC was viewed as a vocational college, and EVC was viewed as a remedial college. She claimed that the perceptions do not reflect the data of either institution. It was felt that this type of endeavor has been tried before, with no measurable improvement. Some input from the Senate included the lack of programs, faculty, and courses were a big part of the reason that students go elsewhere. It was suggested that high school counselors be contacted and given current information about the campus, since this was believed to influence many potential students.

**C. Facilities Master Plan – deferred**

**D. Guided Pathways – deferred**

**E. Dual Enrollment – deferred**

**F. Translation & Interpretation Program Change – deferred**

**G. Resource Allocation Model Update - The committee's work is progressing slowly.**

**H. Fall Plenary Session – President Narveson will report when he returns.**

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

**B. 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:** Ambica Gill, Chair
- 6. **Student Success Advisory:**
- 7. **Accreditation Update:** Lynette Apen
- C. **Senate Committees**
  - 1. **Curriculum Committee**
  - 2. **Professional Development Committee**
  - 3. **SLOA Committee**
  - 4. **Distance Ed. Committee**
  - 5. **District Senate**
- D. **Accreditation**
- E. **AFT 6157**
- F. **Classified Senate**
- G. **Administrative Services**
- I. **President**

**XI. Adjournment:** The meeting was adjourned at 5:09 p.m.

**EVERGREEN VALLEY COLLEGE**  
**A C A D E M I C S E N A T E**  
**MINUTES**  
**NOVEMBER 7, 2017**

President	Eric Narveson	Present
Vice President	Jack Baker	Present
Treasurer	Michael Hernandez	Present
Immediate Past President	Henry Gee	Present
Social Science, Humanities, Arts, & PE	Frank Espinoza	Present
Social Science, Humanities, Arts, & PE	Brad Carothers	Present
Business & Workforce Development	Michael Hernandez	Present
Counseling Services	Tina Iniguez	Present
Library and Learning Resources	Lorena Mata	Present
Language Arts	Carmen Solorzano	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	Frank Tello	Present
Adjunct	Brian Gott	Present
Adjunct	Robby Bodden	Absent

**Guests:** Maniphone Dickerson, Octavio Cruz, Lynette Apen, Tiffany Lam

**I. CALL TO ORDER:**

President Eric Narveson called the meeting to order at 3:06 in the Mishra Conference Room.

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

Additions/Deletions/Corrections/Deferrals

Adoption of Agenda (Including consent items marked #) – The agenda was adopted with changes.

**III. APPROVAL OF MINUTES:** The minutes of October 3, and October 17, 2017 were approved as submitted.

**IV. RECOGNITION AND ANNOUNCEMENTS**

The Academic Senate's resolution honoring Sterling Warner for his years of service to EVC and his discipline will be presented by President Narveson at tomorrow's Language Arts division meeting.

New Adjunct Senator, Frank Tello, was introduced.

Next week will be International Education Week, and holidays around the world will be showcased on Monday, November 13<sup>th</sup>, from 11:30 until 1:00 p.m., in Gullo II. There will be music on Thursday, November 16<sup>th</sup>, from 12:30 until 2:30 p.m. also in Gullo II.

There will be a Veterans' Day event 9:00-3:00 on November 9, 2017 in front of Gullo II.

Janice Toyoshima, Chair of the All Campus Curriculum Committee, is retiring at the end of this academic year. A faculty member is needed to serve as the ACCC chair. President Narveson and Janice Toyoshima have volunteered to assist with training the new chair. Senators were asked to encourage tenured faculty colleagues with experience and interest in curriculum matters to apply.

**V. PRESIDENT’S REPORTS**

- A. College Council**
- B. District Council**

- C. Board of Trustees**
- D. General**

**VI. 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.

Disappointment was expressed at the faculty members’ having to pay for their own regalia for attending the graduation ceremony. The Senate agreed to have this topic on the agenda as a discussion item.

**VII. COMMITTEE APPOINTMENTS** \* indicates removal from consent

**A. #Non-Screening**

**B. #Tenure Review Committees**

1. **Arturo Villarreal:** Frank Espinoza
2. **Brad Carothers:** Nasreen Rahim
3. **Steve Salonga:** Pat Perkins
4. **Keenan Norris:** Sravani Banerjee
5. **Bill Silver:** Sravani Banerjee
6. **Emily Banh:** Rachel Cohen-Reyes
7. **Rachel Cohen-Reyes:** Emily Banh
8. **Lana Strickland:** Richard Longacre
9. **Rama (RJ) Ruppenthal:** Robert Brown
10. **Patricia Braun-** Suzanne Machado (faculty choice) and Barbara Tisdale (administrator choice)
11. **Frank Espinoza:** Arturo Villarreal
12. **Sherryanne Lim:** Emily Banh

**C. #Screening Committees**

**D. #Peer Review Committees**

1. **Peggy Gorbach-** Nasreen Rahim
2. **Nancy Lin-** Garry Johnson
3. **Maureen Adamski-** Barbara Tisdale
4. **Poonam Khare:** Gary Johnson (faculty choice) and Barbara Tisdale (administrator choice)

**E. #Non-Screening Committees (2017-2018)**

- |                                       |                                     |
|---------------------------------------|-------------------------------------|
| 1. <b>College Technology</b>          | 10. <b>Scholarship</b>              |
| 2. <b>Budget</b>                      | 11. <b>Student Services</b>         |
| 3. <b>College Safety/Facilities</b>   | 12. <b>Resource Development</b>     |
| 4. <b>Student Success Advisory</b>    | 13. <b>District Council</b>         |
| 5. <b>Staff Development</b>           | 14. <b>Professional Improvement</b> |
| 6. <b>Institutional Effectiveness</b> | 15. <b>PRC</b>                      |
| 7. <b>College Curriculum</b>          | 16. <b>District Budget</b>          |
| 8. <b>Archives</b>                    | 17. <b>SLOAC</b>                    |
| 9. <b>Graduation</b>                  | 18. <b>Distance Education</b>       |

**VIII. ACTION ITEMS**

**A. Presidential Screening Committee**

President Narveson was elected from a field of three interested faculty candidates to serve on the committee.

**B. Academic Affairs Supervisor Screening** – Professor Abdie Tabrizi was approved to serve.

- C. **At-Large Committee Appointments** – The Senate
- D. **Resolution Regarding Senate Committee Nominations** – deferred
  
- E. **Educational Master Plan Committee** – deferred
  
- F. **Laboratory Technician Screening Committee**  
Professors Azita Tavana and Terrence Lee were selected to serve on this committee. If only one faculty member is permitted to serve, Professor Tavana will be the faculty representative on the committee.

## IX. DISCUSSION ITEMS

- A. **Friday Course Schedule** -- deferred
  
- B. **Faculty Hires Discussion**  
At the last Board of Trustees meeting many faculty members attended and spoke in favor hiring more faculty members. Their attendance was not welcomed by some administrators who made President Narveson aware of their disappointment. Various faculty-staffing concerns were discussed including the 50% spending rule, the 75/25 full-time to part-time goal, and the Faculty Obligation Number.
  
- C. **Accreditation Report**  
Acting Dean of Nursing and Allied Health Lynette Aspen distributed copies of the Accreditation Report for a first-reading. She stated that accreditation has been reaffirmed except for noncompliance in defining “regular effective contact –hours” for distance education courses. Recent policy changes developed by Nasreen Rahim and the distance education committee, and approved by the Academic Senate have satisfied this accreditation concern. Dean Apen asked the Senate to read the report and let her know if corrections are needed.
  
- D. **Emergency Preparedness** – deferred
  
- E. **Credit By Exam** – deferred
  
- F. **Bond Financial Management Committee** - deferred

## X. INFORMATION ITEM

- A. **SLO Update** -- deferred
  
- B. **Paperless Class Rosters & Grades**  
Dean of Enrollment Services Octavio Cruz introduced a plan to “go paperless” and stop printing class rosters and grade reports on campus. He noted that SJCC had made this transition several years before. He would like to put together a work group to help implement this new system. Senators Frank Espinoza, Peggy Gorbach, Michael Hernandez, Robby Bodden, Preeti Srinivasan and Henry Gee volunteered to be in the work group.
  
- C. **Facilities Master Plan**  
President Narveson distributed a draft of the FMP sent by Vice President Andrea Alexander for Senate review. She will be attending the next meeting where it will be discussed further. It will also be sent out, via email, to all faculty.
  
- D. **Guided Pathways** – deferred
  
- E. **Dual Enrollment** – deferred

**F. Translation & Interpretation Program Change** – deferred

**G. Resource Allocation Model Update** – deferred

[https://smile.amazon.com/Anker-Braided-Tangle-Free-Gold-Plated-Connectors/dp/B01DEMTOQ6/ref=sr\\_1\\_1?s=wireless&dd=8upMjx5tlnUhLpX9GPY3PA%2C%2C&dc\\_refnmnt=pfod&ie=UTF8&qid=1513623023&sr=1-1&keywords=usb+cable&refinements=p\\_89%3AAnker%2Cp\\_97%3A11292772011%2Cp\\_72%3A2491149011](https://smile.amazon.com/Anker-Braided-Tangle-Free-Gold-Plated-Connectors/dp/B01DEMTOQ6/ref=sr_1_1?s=wireless&dd=8upMjx5tlnUhLpX9GPY3PA%2C%2C&dc_refnmnt=pfod&ie=UTF8&qid=1513623023&sr=1-1&keywords=usb+cable&refinements=p_89%3AAnker%2Cp_97%3A11292772011%2Cp_72%3A2491149011)

**H. Fall Plenary Session Report**

President Narveson attended the session and gave a brief report on issues that were brought up such as state funds, Guided Pathways, and CTE faculty and minimum qualifications.

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

**B. 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:** Ambica Gill, Chair

6. **Student Success Advisory:**

7. **Accreditation Update:** Lynette Apen

**C. Senate Committees**

1. **Curriculum Committee**
2. **Professional Development Committee**
3. **SLOA Committee**
4. **Distance Ed. Committee**
5. **District Senate**

**D. Accreditation**

**E. AFT 6157**

**F. Classified Senate**

**G. Administrative Services**

**I. President**

**XI. Adjournment:** The meeting was adjourned at 5:07 p.m.

EVERGREEN VALLEY COLLEGE  
 A C A D E M I C S E N A T E  
 MINUTES  
 NOVEMBER 21, 2017

President	Eric Narveson	Present
Vice President	Jack Baker	Present
Treasurer	Michael Hernandez	Present
Immediate Past President	Henry Gee	Absent
Social Science, Humanities, Arts, & PE	Frank Espinoza	Present
Social Science, Humanities, Arts, & PE	Brad Carothers	Present
Business & Workforce Development	Michael Hernandez	Present
Counseling Services	Tina Iniguez	Present
Library and Learning Resources	Lorena Mata	Present
Language Arts	Carmen Solorzano	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	Frank Tello	Present
Adjunct	Brian Gott	Present
Adjunct	Robby Bodden	Absent

**Guests:**

Sterling Warner, William Silver, Andrea Alexander, Keith Aytch, Valerie Bolaris, Helen Han, Gene Canoy, Frances Lau, Sravani Banerjee, Fabio Gonzalez, Ken Jardin, Randy Pratt, Owen Letcher

**I. CALL TO ORDER:**

President Eric Narveson called the meeting to order at 3:06 in the Mishra Conference Room.

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

Additions/Deletions/Corrections/Deferrals

Adoption of Agenda (Including consent items marked #) Adopted with additions *and deferrals*.

**III. APPROVAL OF MINUTES--** Approved with minor revision.

**IV. RECOGNITION AND ANNOUNCEMENTS**

Senator Frank Espinoza was recognized for stepping up to represent the SSHAPE Division on the Senate this semester, as well as for his contributions to the Senate.

**V. PRESIDENT'S REPORTS**

**A. College Council**

**B. District Council**

**C. Board of Trustees**

**D. General**

**VI. 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.

**VII. COMMITTEE APPOINTMENTS**

- A. #Non-Screening Committees (2017-2018)**
- B. #Tenure Review Committees**
- C. #Screening Committees**
- D. #Peer Review Committees**
- E. #Non-Screening Committees (2017-2018)**
  - 1. College Technology**
  - 3. College Safety/Facilities**
  - 4. Student Success Advisory**
  - 5. Staff Development**
  - 6. Institutional Effectiveness**
  - 7. College Curriculum**
  - 8. Archives**
  - 9. Graduation**
  - 10. Scholarship**
  - 11. Student Services**
  - 12. Resource Development**
  - 13. District Council**
  - 14. Professional Improvement**
  - 15. PRC**
  - 16. District Budget**
  - 17. SLOAC**
  - 18. Distance Education**

**VIII. ACTION ITEMS**

**A. Facilities Master Plan**

Vice President of Administrative Services, Andrea Alexander, and Director, Facilities and Bond Programs, Owen Lecter, addressed the Senate on the FMP. An excerpt of the plan was distributed to the Senate. They suggested a schedule and locations for the construction of buildings funded by Measure X that would not seriously hinder campus access or use, or entail any use of the “surplus” land adjacent to EVC. They emphasized that their proposal was driven by the education master plan and designed to prioritize the most efficient use of bond funds and campus facilities. They promised that affected staff and faculty members would be involved in the design of proposed building in order to better meet the needs their departments and programs.

Language Arts faculty and staff spoke about the need for a building specifically dedicated to their programs. They stated that congregating language arts staff, faculty, and instructional space in a building committed to their programs would be more efficient, more collegial, and contribute significantly to student success. It was also noted that there are serious errors in the existing Educational Master Plan, and that a language arts building had been proposed years before but never built. A motion was made stipulating that the proposed Language Arts building should be given the highest priority and be the first building erected. The motion was seconded and passed unanimously.

**B. Accreditation Report**

Dean Lynette Apen, Dean of Nursing, distributed the report for discussion at the last Senate meeting. A motion was made to approve the report. The motion was seconded and passed unanimously.

**C. At-Large Committee Appointments – deferred**

**D. Resolution Regarding Senate Committee Nominations – deferred**

**E. Educational Master Plan Committee – deferred**

**F. Paperless Rosters (moved from information)**

Because of the time sensitive nature of this proposal a motion was made to move this to action. The motion was seconded and passed unanimously.

Dean Octavio Cruz announced that Admissions and Records intends to adopt a paperless roster system beginning with the spring 2018 semester. He noted that our current paper-based system is archaic,

consumes approximately thirty-six thousand sheets of paper per semester, and about 80% of the faculty currently uses the online option. He also noted that SJCC adopted a paperless system in 2005 and EVC remains one of the few community colleges in California still employing paper rosters.

After discussion a motion was submitted, which read:

It is the position of the EVC Academic Senate that no changes will be made to the Class/Student Rosters and Add Stickers that faculty members receive from A&R, in their faculty mail boxes, in preparation for the first day of classes each term fall, winter intersession, spring, and summer). All other paper rosters that had been received during each term: (Census, Permanent, Grade) will be eliminated beginning this spring 2018 semester. Special accommodations will be made per ADA compliance law. The EVC Academic Senate President will send an email to President Keith Aytch, all VP's, Dean Octavio Cruz, and All- EVC Faculty regarding the Academic Senates position on the Paperless Proposal presented by Enrollment Services Dean, Octavio Cruz. The motion was seconded and passed with one no vote from Senator Michael Hernandez.

## **IX. DISCUSSION ITEMS**

### **A. Meeting with Interim President Aytch**

Acting President Keith Aytch updated the Senate on various upcoming events on campus. There will be a Thanksgiving dinner grocery distribution on Wednesday and volunteers are welcome. He also suggested that EVC would establish a food pantry for students in need. There will be a campus forum on December 16<sup>th</sup> in the Mishra Room. On December 7<sup>th</sup>, there will be a dinner-fundraiser honoring Lauren McKee and Barbara Hanfling, and to help victims of the recent disasters in Mexico and Puerto Rico. Another fundraiser will be scheduled to aid victims of the fires in the North Bay. On December 8<sup>th</sup> there will be sexual harassment training in the Mishra Room. The campus holiday party will be held December 18<sup>th</sup>, on the counseling platform in the Student Center. He also reported has requested three new faculty positions: English, T and I, and Nursing, and hopes to make additional hires beginning 2018-2019. Mr. Aytch has also been meeting with other colleges and addressing misconceptions about EVC. He also reported that there is a possibility of EVC developing student housing, and that enrollment is up.

President Narveson regularly meets with the EVC President prior to Senate meetings. He was reminded of previous promises to include more Senators in these meetings. He noted that though he had asked for volunteers none had been forthcoming. He again asked for volunteers to attend his meetings with the President and to email him with times and availability.

### **B. Faculty Hires Discussion**

The Senators expressed their frustration over the three proposed faculty hires and believe there is money enough for more hires. It was suggested that both Vice President Andrea Alexander and Acting President Keith Aytch be invited to attend a Senate meeting soon to discuss EVC's financial situation and constraints on hiring needed members of the faculty. It was suggested that the Board be reminded that the District is dropping below the "50% rule." The Senators feel the budget is not clear, even to those on the Budget committee and President Narveson will invite Vice President Alexander to explain the budget in spring in layman's terms and will request a study session in January.

### **C. Emergency Preparedness – deferred**

### **D. Credit By Exam – deferred**

### **E. Academic Regalia Charge – deferred**

### **F. Sexual Harassment #MeToo – deferred**

### **G. BP & AP Updates – deferred**

### **H. Curriculum Chair Replacement – deferred**

**X. INFORMATION ITEM**

- A. SLO Update** -- deferred
- B. Guided Pathways** – deferred
- C. Translation & Interpretation Program Change** – deferred
- D. Resource Allocation Model Update** -- The committee will meet in December.
- E. Senate Retreat (Spring)** – deferred
- F. Distance Education Handbook**

Senator Nasreen Rahim will send the handbook to the Senate to read for accuracy before the next Senate meeting where it will be on the agenda as an action item.

**XI. 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. Treasurer's Report-Michael Hernandez**
- B. 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:** Ambica Gill, Chair
  - 6. Student Success Advisory:**
  - 7. Accreditation Update:** Lynette Apen
- C. Senate Committees**
  - 1. Curriculum Committee**
  - 2. Professional Development Committee**
  - 3. SLOA Committee**
  - 4. Distance Ed. Committee**
  - 5. District Senate**
- D. Accreditation**
- E. AFT 6157**
- F. Classified Senate**
- G. Administrative Services**
- I. President**

**XI. Adjournment:** The meeting was adjourned at 5:09 PM

**EVERGREEN VALLEY COLLEGE**  
**A C A D E M I C S E N A T E**  
**MINUTES**  
**DECEMBER 5, 2017**

President	Eric Narveson	Present
Vice President	Jack Baker	Present
Treasurer	Michael Hernandez	Present
Immediate Past President	Henry Gee	Present
Social Science, Humanities, Arts, & PE	Frank Espinoza	Present
Social Science, Humanities, Arts, & PE	Brad Carothers	Absent
Business & Workforce Development	Michael Hernandez	Present
Counseling Services	Tina Iniguez	Present
Library and Learning Resources	Lorena Mata	Present
Language Arts	Carmen Solorzano	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	Frank Tello	Present
Adjunct	Brian Gott	Present
Adjunct	Robby Bodden	Present

**Guests:** Celso Batalha, Meryl Kravitz, Marjorie Clark, Debra Budd, William Watson, Kishan Vujieni, Antonio Perez

**I. CALL TO ORDER** – President Narveson called to order in the Mishra Conference room at 3:06 pm

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

**III. APPROVAL OF MINUTES:** The minutes of November were approved as submitted with changes.

**IV. RECOGNITION AND ANNOUNCEMENTS**  
 President Narveson presented the updated faculty hiring list that will be sent to Human Resources: Nursing, Translation and Interpretation, English, Theater, Math, General Counseling, and Transfer/General Counseling.

San Jose Musical Theater will be using the EVC Theater for a show this coming weekend.

Frank Espinoza was recognized for his service to the Senate.

The CalWorks toy drive was recognized.

Chancellor Budd addressed the Senate, thanking members for their service. She noted the district is making progress in its goals and planning. She also extended an invitation to attend the District Council meeting in the Mishra room, at 1:30 PM, on December 14, 2017.

**V. PRESIDENT’S REPORTS**

- A. College Council**
- B. District Council**

- C. Board of Trustees**
- D. General**

**VI. 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.

Owen Lecter, Director of Facilities and Bond Management, announced that there will be a change in the criteria of the vendor outreach program to favor local, small, and minority-owned businesses within the community. This requires changes to Administration Procedures and Board Policy. He will return to the Senate next semester regarding the necessary changes.

Professor Celso Batalha reported on the critical need for a laboratory technician support for the observatory and the physical sciences program. President Narveson would like a resolution in support of expanding the hours of the technician and putting it on the agenda next semester.

**VII. COMMITTEE APPOINTMENTS**

**A. #Non-Screening Committees (2017-2018)**

**B. #Tenure Review Committees**

**C. #Screening Committees**

**D. #Peer Review Committees**

**E. #Non-Screening Committees (2017-2018)**

**1. College Technology**

**2. Budget**

**3. College Safety/Facilities**

**4. Student Success Advisory**

**5. Staff Development**

**6. Institutional Effectiveness**

**7. College Curriculum**

**8. Archives**

**9. Graduation**

**10. Scholarship**

**11. Student Services**

**12. Resource Development**

**13. District Council**

**14. Professional Improvement**

**15. PRC**

**16. District Budget**

**17. SLOAC**

**18. Distance Education**

**VIII. ACTION ITEMS**

**A. At-Large Committee Appointments**

A motion was made appointing Jack Baker to the EVC Budget Committee as the ~~At~~ at-large representative. The motion was seconded and passed unanimously.

**B. Resolution Regarding Senate Committee Nominations – deferred**

**C. Educational Master Plan Committee – deferred**

**D. Distance Education Handbook**

A motion was made to approve the Distance Education Handbook. The motion was seconded and passed unanimously.

**E. Executive Sub-committee of the Senate Selection**

A motion was made to establish a Senate Subcommittee for the review of Board Policies and Academic Procedures, and to appoint President Eric Narveson, Vice President Jack Baker, Senate Treasurer Michael Hernandez, and Senators Frank Tello and Nasreen Rahim to the committee. The motion was seconded, and passed.

**F. Service-Learning & Public Service Transcript Resolution** (moved from Discussion)

Professor Marjorie Clark and her students spoke to the Senate and distributed a resolution which called for a notation to be placed on students' transcripts showing that they have participated in

documented hours of service-learning activities. She explained that these activities are beneficial to students transferring to universities who look for those activities. Moreover, they directly relate to the District's mission of community engagement.

This resolution was on the Senate agenda a discussion item. A motion was made to move it to action. The motion was seconded and passed with one no from Senator Baker.

A motion was made to approve the resolution. The motion was seconded and passed unanimously.

**G. BP & AP Updates** (moved from Discussion)

These updates were previously submitted to the Senate, and the counseling faculty had notified the Senate of its concerns about sections 4225, 4230, and 4255 dealing with course repetition, grading, dismissal processes, and probation. Due to the time sensitive nature of this approval process a motion was made to move this to action. The motion was seconded and passed. A motion was then made to provisionally approve the updates, but to give counseling faculty time to review the updates. Counseling faculty members would have until 5:00PM, 12/13, to review the areas of concern in the updates, and to report their reservations and suggestions to Narveson. If nothing is reported back, then the updates would move from provisional approval to formally approved by the Senate. The motion was passed and approved with one no vote from Senator Robin Hahn.

**IX. DISCUSSION ITEMS**

**A. Faculty Hire Recommendation: English**

Dean of Language Arts, Meryl Kravitz, spoke to the Senate about ~~her~~ amending the previously Senate-approved English hire recommendation to include more of a focus on AFFIRM. She had polled her division faculty regarding the proposed change, but there was general agreement that not enough time was given to discuss the change in emphasis. Dean Kravitz conceded that the English faculty was split with this decision, and that her direct appeal to the Senate was a break with normal protocol. However, she related statistics about success rates in the African-American student population and the relation of this change in emphasis to the District's mission statement. She also stated that this change was not being done to secure the race or ethnicity of a future hire, but to achieve a diversity of thought and to hire someone capable of addressing the particular needs of African-American students. Many felt that the division faculty had already taken this into account in advancing its hiring requests to the Senate, and that the Senate has already made its decision.

**B. Service-Learning & Public Service Transcript Resolution** (moved to Action)

**C. Emergency Preparedness** – deferred

**D. Credit By Exam** – deferred

**E. Academic Regalia Charge** – deferred

**F. Sexual Harassment #MeToo** – deferred

**G. BP & AP Updates** (moved to Action)

**H. Curriculum Chair Replacement**

Despite his best efforts in recruitment, President Narveson has not yet found a replacement for the current All-College Curriculum Committee Chair, who is retiring in spring. Adjunct Professor Josh Di Chiacchio, member of the ACCC, has volunteered to take the position; however, his being adjunct is not seen as ideal. President Narveson has offered to attend the state curriculum workshop with whomever the Senate eventually appoints and help them learn the position.

**I. Reassigned Time** – deferred

**X. INFORMATION ITEM**

**A. SLO Update -- deferred**

**B. Community College Center for Economic Mobility**

William Watson, Interim Executive Director of Workforce Institute, discussed the economic instability of many students and how it affects the effectiveness of their studies in the valley. He stated that addressing and acting on student poverty is in line with the District Mission Statement. Dr. Watson discussed ways the District can help improve economic mobility, and, in particular, the establishment of a SparkPoint Center with funding from the United Way. He explained it will be located at EVC in the Student Services area. SparkPoint provides free financial coaching to all students wanting to further their economic and educational goals.

**C. Guided Pathways – deferred**

**D. Translation & Interpretation Program Change – deferred**

**E. Resource Allocation Model Update**

The District RAM Task Group met and passed a basic outline model. A copy of it will be sent to the Senate and also be presented to the board.

**F. Senate Retreat (Spring) – deferred**

**G. Faculty Utilization of EVC Facilities - withdrawn**

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

**B. 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:** Ambica Gill, Chair
- 6. Student Success Advisory**
- 7. Accreditation Update:** Lynette Apen

**C. Senate Committees**

- 1. Curriculum Committee**
- 2. Professional Development Committee**
- 3. SLOA Committee**
- 4. Distance Ed. Committee**
- 5. District Senate**

**D. Accreditation**

**E. AFT 6157**

**F. Classified Senate**

**G. Administrative Services**

**I. President**

**XI. Adjournment – the meeting was adjourned at 5:17 p.m.**

EVERGREEN VALLEY COLLEGE  
 A C A D E M I C S E N A T E  
**MINUTES**  
**FEBRUARY 6, 2018**

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	Tina Iniguez	Present
Library and Learning Resources	Lorena Mata	Present
Language Arts	Carmen Solorzano	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	Frank Tello	Present
Adjunct	Brian Gott	Present
Adjunct	Robby Bodden	Absent

**Guests:**

Doug Smith, Rebecca Kallen, Sam Ho, Debbie Budd, Alice van Ommeren, Lynette Apen, Stephen Graham, and Rob Johnstone

**I. CALL TO ORDER** – President Narveson called to order in the Mishra Conference room at 3:06 pm

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

**III. APPROVAL OF MINUTES** – The minutes of December 5, 2017 were approved as submitted.

**IV. RECOGNITION AND ANNOUNCEMENTS**

Senator Robin Hahn announced that she had been working with a District technology group but can no longer participate. She asked if anyone from the Senate was interested. Meetings are held on the second Thursday of the month, from 3:00 until 5:00, but it is possible to virtually attend by using the Zoom application.

Cobham, an aerospace company, is offering internship opportunities in the electronics industry to EVC students. Those interested should attend a presentation on February 14<sup>th</sup>, from 11:30 until 1:00 in the automotive area.

The Jewel Program is still without a location. President Narveson will speak to with Professor Dave Hendricks about finding a solution to the problem.

Graduation petitions are due on February 14<sup>th</sup> in Counseling.

**V. PRESIDENT’S REPORTS**

- A. College Council:** Vice President Jack Baker is continuing on the council.
- B. District Council:** Adjunct Professor Stephen Graham will be serving on the council.
- C. Board of Trustees**
- D. General**

**VI. 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.

Concern was expressed about the number of times discussion or information items were moved to action—which should not happen without a compelling reason to do so.

**VII. COMMITTEE APPOINTMENTS \*\* Removed from consent**

- A. #Non-Screening Committees (2017-2018)**
- B. #Tenure Review Committees**
  - 1. Laura Garcia:** Charlie Kahn-Lomax (faculty choice) replacing Laura Bettencourt
  - 2. Flora Payne:** Pat Perkins (faculty choice), Charlie Kahn-Lomax (Dean’s Choice)
- C. #Screening Committees**
  - 1. \*\*Math Instructor:** Laimi Cong-Huyen, Teck Ky, Flora Payne
  - 2. Theater Instructor:** Bob Lombard, Ralph Nichols, Rachel Lazo
  - 3. \*\*Counselor (General)** Elaine Ortiz-Kristich, Gam Nguyen, Hanh Deng
  - 4. Counselor (Transfer)** Elaine Ortiz-Kristich, Gam Nguyen, Terrance Lee
  - 5. \*\* English Instructor:** Sravani Banerjee, Robin Hahn, Todd Marvin
  - 6. Translation and Interpretation Instructor:** Janina Espinoza, Sarah Jacome, Carmen Solorzano
  - 7. Nursing:** Terrance Lee, Susana Machado, Garry Johnson
- D. #Peer Review Committees**
  - 1. Janina Espinosa:** Elaine Ortiz-Kristich is peer evaluator
- E. #Non-Screening Committees (2017-2018)**

<ul style="list-style-type: none"><li><b>1. College Technology</b></li><li><b>2. Budget</b></li><li><b>3. College Safety/Facilities</b></li><li><b>4. Student Success Advisory</b></li><li><b>5. Staff Development</b></li><li><b>6. Institutional Effectiveness</b></li><li><b>7. College Curriculum</b></li><li><b>8. Archives</b></li><li><b>9. Graduation</b></li></ul>	<ul style="list-style-type: none"><li><b>10. Scholarship</b></li><li><b>11. Student Services</b></li><li><b>12. Resource Development</b></li><li><b>13. District Council</b></li><li><b>14. Professional Improvement</b></li><li><b>15. PRC</b></li><li><b>16. District Budget</b></li><li><b>17. SLOAC</b></li><li><b>18. Distance Education</b></li></ul>
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**VIII. ACTION ITEMS**

- A. At-Large Committee Appointments** – deferred
- B. Resolution Regarding Senate Committee Nominations** – deferred
- C. Educational Master Plan Committee** – deferred
- D. BP & AP Updates** – deferred
- E. Online Education Initiative Course Extension**

Nasreen Rahim, Senator and Chair of the Distance Education Committee, distributed a document regarding provisions of the state’s online education initiative for the Senate to consider. It will be an action item on the next agenda.

**IX. DISCUSSION ITEMS**

- A. Integrated Plan 2017-2019**

Dean of Student Success Adriana Ayala distributed additional copies of the plan, which had been

presented to the Senate at the end of last year. It was submitted to and approved by the board as an action item in January. Dean Ayala discussed some key features of the plan and stated that it was a living document that could be amended as circumstances changed. The plan is taking a five-prong approach consisting of improved access, clear guided-pathways, increased completion of basic skills and transition-to-college courses, intentional and intrusive support services, and greater degree and certificate attainment and transfer rates. She explained how EVC is moving to achieve these goals.

**B. Credit By Exam – deferred**

**C. Academic Regalia Charge**

Concern was expressed about faculty members having to purchase their own academic regalia for commencement. This practice has been inconsistent, with some having to pay for it and some getting it for free. Moreover, in years past it was provided to all new faculty members. Also, there is a need to someone to lead the student procession at graduation. A suggestion was made to have the Distinguished Faculty Member of the Year to do this.

**D. Sexual Harassment #MeToo – removed**

**E. Curriculum Chair Replacement**

Professor Shelley Blackman has agreed to attend ACCC meetings, for training purposes, with current ACCC Chair, Janice Toyoshima in hopes that she will agree to accept the position as Chair when Professor Toyoshima retires at the end of the semester.

**F. Mental Health Grant**

Director of Health Service Janice Assadi submitted a grant request for the support of mental health services on campus. The deadline for submission was during the winter break, and President Narveson signed off on it, giving the application Senate endorsement.

**G. Reassigned Time – deferred**

**X. INFORMATION ITEM**

**A. SLO Update**

Senator Brad Carothers reported that there will be a District Institutional Effectiveness Committee, comprised of the District Senate President the college IEC chairs, and one representative from each college academic senate. The EVC Senate needs to appoint its representative. Committee meetings will be held at the District Office on the first Thursday of the month from 3:00 to 4:30. President Narveson asked Senators to recruit interested candidates from among their constituencies.

**B. Guided Pathways**

Lynette Apen introduced Rob Johnstone, who is assisting the college with the Guided Pathways initiative. Mr. Johnstone discussed how community colleges can help address the educational and wage inequity in California, especially among lower socio-economic students. Guided Pathways intended to provide students with a better and more successful educational experience. He explained that faculty members can be very instrumental in advising students because of their expertise in various disciplines that counselors may not possess.

**C. Strategic Priorities Update**

Dr. Alice van Ommeren, Executive Director, Institutional Effectiveness & Research, updated the Senate on strategic priorities for 2018. The priorities were presented to the Senate in 2017. They were sent to the Board and the District Council for a final reading, and go back for approval by both this week. Dr. van Ommeren explained how the priorities were formulated. She distributed and reviewed the priorities with the Senate.

**D. Board Budget Study Session Presentation**

Vice Chancellor Doug Smith distributed the fourth draft of the district budget which he will present to the Board on February 13<sup>th</sup> during its annual budget study session. He reviewed the presentation with the Senate.

**E. Outreach Program Review**

Vice Chancellor Doug Smith and Sam Ho, Director of Communications, Community Relations, & Diversity, Chancellor's Office, explained how the District plans to launch a local and minority-owned business outreach program and would like the Senate's input. The goal is to increase participation by smaller local businesses and businesses owned by underrepresented groups to better reflect the community that has supported the District bond measures and to help support local business with the bonds. Questions about quality assurance, and the risk of employing small businesses that may lack the size and expertise for large projects were raised. The plan is in keeping with the mission of the District, which has already been using this approach, but it this is an updated version.

**F. Translation & Interpretation Program Change –deferred**

**Program Reviews & Class Scheduling – deferred**

**G. Instructional Support/Business Services – deferred**

**H. Senate By-Laws Update – deferred**

**I. Resource Allocation Model Update**

Vice Chancellor Smith explained that work is progressing with the RAM task force, and that he has consulted with an expert in the field. President Narveson is the co-chair and will be discussing this more at the next meeting. Another representative from EVC was needed on the task force and Senator Frank Tello volunteered.

**J. Senate Retreat (Spring)**

President Narveson asked the Senate to think about if or when the Senate should hold a retreat, before the next meeting.

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

**B. 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:** Ambica Gill, Chair
6. **Student Success Advisory:**
7. **Accreditation Update:** Lynette Apen

**C. Senate Committees**

- |                                    |                                   |
|------------------------------------|-----------------------------------|
| 1. <b>Curriculum</b>               | <b>D. Accreditation</b>           |
| 2. <b>Professional Development</b> | <b>E. AFT 6157</b>                |
| 3. <b>SLOAC</b>                    | <b>F. Classified Senate</b>       |
| 4. <b>Distance Education</b>       | <b>G. Administrative Services</b> |
| 5. <b>District Senate</b>          | <b>I. President</b>               |

**XI. Adjournment:** The meeting was adjourned at 5:09

EVERGREEN VALLEY COLLEGE  
 A C A D E M I C S E N A T E  
 MINUTES  
 FEBRUARY 20, 2018

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	Tina Iniguez	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	Present
Adjunct	Frank Tello	Present
Adjunct	Brian Gott	Present
Adjunct	Robby Bodden	Present

**Guests:** Fabio Gonzalez, Laura Garcia, and Manny Kang

**I. CALL TO ORDER** – President Narveson called to order in the Mishra Conference room at 3:06 pm

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

**III. APPROVAL OF MINUTES** – The minutes of February 6, 2018 were approved with corrections.

**IV. RECOGNITION AND ANNOUNCEMENTS**

There will be the annual book discussion and tea in conjunction with Womyn’s HerStory Month. The book is Hidden Figures, Thursday, March 22, 12:30 to 1:30, and will be held in Gullo II. Senators were invited to bring their classes and donate books to for the students to take home with them.

President Narveson distributed a list of dates for various time-sensitive Senate tasks and upcoming events.

The applications for the Presidential candidates are in and the screening committee is currently reviewing them online. The interviews will begin in mid-March and recommendations are expected before spring break, with the hiring announcement made before the end of the semester.

**V. PRESIDENT’S REPORTS**

- A. College Council**
- B. District Council**

- C. Board of Trustees**
- D. General**

**VI. 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.

**VII. COMMITTEE APPOINTMENTS**

- A. **#Non-Screening Committees (2017-2018)**
- B. **#Tenure Review Committees**
- C. **#Screening Committees**
  - 1. **Dean of Student Success:** Janina Espinoza and Param Vanniasegaram,
- D. **#Peer Review Committees**
- E. **#Non-Screening Committees (2017-2018)**
  - 1. **College Technology**
  - 2. **Budget**
  - 3. **College Safety/Facilities**
  - 4. **Student Success Advisory**
  - 5. **Staff Development**
  - 6. **Institutional Effectiveness – Frank Tello**
  - 7. **College Curriculum**
  - 8. **Archives**
  - 9. **Graduation**
  - 10. **Scholarship**
  - 11. **Student Services**
  - 12. **Resource Development**
  - 13. **District Council**
  - 14. **Professional Improvement**
  - 15. **PRC**
  - 16. **District Budget**
  - 17. **SLOAC**
  - 18. **Distance Education**

**VIII. ACTION ITEMS**

- A. **OEI Course Exchange Resolution**

Senator Nasreen Rahim distributed copies of the original resolution. President Narveson read an edited version to the Senate. A motion was made to accept the edited version. The motion was seconded and passed.
- B. **At-Large Committee Appointments**

President Narveson explained the rationale for the change in Senate practice, which the Senate had read discussed previously. Senator Henry Gee will provide copies of the proposal to the Senate as a reminder. A suggestion was made to have the divisions send in spring their committee membership appointments for the following academic year. Some Senators noted that their divisions make their selections in fall, so the lists would not be accurate if submitted in spring.
- C. **Resolution Regarding Senate Committee Nominations – deferred**
- D. **Educational Master Plan Committee – deferred**
- E. **BP & AP Updates**

Action was deferred until the Senate has read the updates. District Academic Senate President Fabio Gonzalez gave a brief overview of the updates to the Senate.

**F. English Screening Committee Membership**

President Narveson described a problem that had arisen with the screening committee selection for English instructor. There was a question about the receipt of an application of a faculty member who wanted to be on the committee. President Narveson approached the Vice Chancellor of Human Resources to see if that person could be added as a fourth member. The Senate however agreed that would set an unfavorable precedence. Several scenarios were discussed to rectify the situation, including reopening the selection process. A motion was made to stay with the existing committee, and if a fourth position becomes available recruit from among the faculty and add the faculty member in question to the pool for the seat.

**IX. DISCUSSION ITEMS**

**A. Credit By Exam – deferred**

**B. Academic Regalia Charge**

The inconsistency of academic regalia dispersal had been previously discussed. Some faculty members have had to pay, and some have been given the regalia without charge, with approval from the former President. SJCC gives their faculty regalia without cost as was previously done by EVC. President Narveson will speak to Vice Chancellor Doug Smith about this.

**C. District IEC Member – Senator Frank Tello will serve on the IEC.**

**D. Reassigned Time – removed**

**X. INFORMATION ITEM**

**A. SLO Update – deferred**

**B. Program Reviews & Class Scheduling – deferred**

**C. Instructional Support/Business Services**

The Senate expressed dismay at recent changes pertaining to the use of EVC vehicles that departments are now being charged for their vehicle use. President Narveson will speak to President Aytch about this.

**D. Senate By-Laws Update – deferred**

**E. Internet Online/Internet Hybrid Student Transcript**

The issue of removing the notation on students' transcripts identifying courses as having been taught online or as hybrid was discussed. It was noted that SJCC does not have this notation. Moreover, students have been denied credit for courses taught in this manner, making it necessary for those students to retake courses—delaying their educational goals and causing further expense. This falls under the purview of the Senate. Moreover, it is likely a violation of Title V. It was suggested that this can also be discussed by the District Senate. A suggestion was made to move this to action, since transcript requests would be going out between now and the next Senate meeting. The motion was made to suspend the rules and seconded. The motion was defeated and President Narveson was instructed to speak to President Aytch as soon as possible. The Senate will rewrite the resolution and it will be an action item on the next agenda.

**F. Resource Allocation Model Update**

Information needs to be sent to the Senate before April 17 before the task force can act on it.



**G. Senate Retreat (Spring)**

President Narveson asked the Senate if they wanted a retreat this semester. There was no interested expressed.

**H. Senate Business**

It was suggested that the Senate start preparing its recommendations for faculty hires this spring for the fall semester in order to not be rushed at that time. Program reviews and the educational master plan should be reviewed in order to make more thoughtful decisions. More consistent criteria should also be considered. It was also suggested that the Senate review its selection process and criteria for honoring faculty members of the year. Senators were encouraged to update the Senate on their division curriculum committees; a resolution was previously adopted by the Senate concerning this.

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

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

1. **All College Curriculum:** Janice Toyoshima, Chair
2. **Campus Technology:** Steve Mentor, Chair
3. **Budget:** Eugene Canoy, Chair
4. **Safety/Facilities:** Henry Gee, Chair
5. **Staff Development:** Ambica Gill, Chair
6. **Student Success Advisory:**
7. **Accreditation Update:** Lynette Apen

**C. Senate Committees**

1. **Curriculum**
2. **Professional Development**
3. **SLOA**
4. **Distance Education**
5. **District Senate**

**D. Accreditation**

**E. AFT 6157**

**F. Classified Senate**

**G. Administrative Services**

**I. President**

**XI. Adjournment**

**EVERGREEN VALLEY COLLEGE**  
**A C A D E M I C   S E N A T E**  
**MINUTES**  
**MARCH 6, 2018**

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	Tina Iniguez	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	Present
Adjunct	Frank Tello	Present
Adjunct	Brian Gott	Present
Adjunct	Robby Bodden	Present

**I. CALL TO ORDER:**

President Eric Narveson called the meeting to order at 5:14 in the Mishra Conference 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 February 20, 2018 minutes were approved with one abstention.

**IV. RECOGNITION AND ANNOUNCEMENTS**

There will be a discussion by Opera Cultura about an opera version of the novel Bless Me Ultima on March 7, 2018, at 4:30 p.m. in the Mishra Conference Room.

A calendar will be sent soon, via email, about the Women's History events on campus.

Chancellor Budd will be sponsoring a retirement and tenure celebration for the District in May, at EVC.

There will be a Committee on Political Education (COPE) meeting soon in the North Bay.

Three seats on the SJECCD Board of Trustees will be up for election this year.

Four of the nine barn owl boxes monitored by EVC biology students are occupied.

That some students reek of marijuana and are creating an annoyance problem was discussed. The issue will be raised with VP of Student Services Swinson.

There was concern expressed about classes being singled out for a fifty-minute survey which would take most of, if not an entire class period. It was noted that the survey was not mandatory but it is considered very useful for the college and participation is strongly encouraged by administration.

**V. PRESIDENT'S REPORTS**

**A. College Council**  
**B. District Council**

**C. Board of Trustees**  
**D. General**

**VI. 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.

President Narveson would like to see a better space than the one designated by the college for prayer, meditation, and reflection. He expressed the hope that a more appealing one could be built, with community input, in the new student center.

**VII. COMMITTEE APPOINTMENTS** \*\* Removed from consent

**A. #Non-Screening Committees (2017-2018)**  
**B. #Tenure Review Committees**  
**C. #Screening Committees**  
**D. #Peer Review Committees**  
**E. #Non-Screening Committees (2017-2018)**

1. Campus Technology
2. Budget
3. College Safety/Facilities
4. Student Success Advisory
5. Staff Development
6. Institutional Effectiveness
7. College Curriculum
8. Archives
9. Graduation

10. Scholarship
11. Student Services
12. Resource Development
13. District Council
14. Professional Improvement
15. PRC
16. District Budget
17. SLOAC
18. Distance Education

**VIII. ACTION ITEMS**

**A. Internet Online/Internet Hybrid Student Transcripts** – N. Rahim

**B. At-Large Committee Appointments**

The Senate needs to issue notice regarding its new policy for addressing faculty vacancies on shared governance standing committees and other college governance bodies. Senator Baker will prepare a draft statement by the next meeting.

**C. Resolution Regarding Senate Committee Nominations** – deferred

**D. Educational Master Plan Committee** – deferred

**E. BP & AP Updates** – deferred

**F. Distinguished Faculty Member of the Year Committee Members**

The employee recognition event has been pushed back to May. A committee is needed to oversee the selection of the outstanding faculty and adjunct faculty members of the year. A motion was made to have President Eric Narveson, Senators Sravani Banerjee, and Lorena Mata, serve on the committee. The motion was seconded and passed.

## **IX. DISCUSSION ITEMS**

**A. Credit By Exam** – deferred

**B. Academic Regalia Charge**

President Narveson and Senator Lorena Mata discussed funding faculty regalia with President Aytch, who said he would be able to fund a limited number of regalia. Ideas about allotting gowns to faculty members were discussed. It was suggested that Senate identify who already has gowns. President Narveson, Senators Robby Bodden, and Peggy Gorbach volunteered to look into the matter.

**C. Instructional Support/Business Services**

This has been discussed at a previous meeting. Dismay was expressed over the difficulty in procuring District vehicles because of recent policy changes.

**D. Status of Division Curriculum Committees**

Senators need to assess the status of curriculum committees within their respective divisions, and report back to the Senate on the state of their committees.

**E. Faculty Hires List: Spring 18** – deferred

## **X. INFORMATION ITEM**

**A. SLO Update** – deferred

**B. Astronomy Lab Technician Hire**

Astronomy Professor Celso Batalha made a presentation requesting a lab technician for Astronomy and distributed a resolution to that effect to the Senate. Currently, there are some students and volunteers who help move and maintain the department's telescopes during labs and public viewing nights. He believes that that public viewing nights are good for public relations and outreach for the community. It was emphasized that this hire was included in the department's program review which sparked a brief discussion on how the administration disregards program reviews in general. Senator Jack Baker will discuss this with the Budget Committee. It was pointed out that this issue is part of the Senate's 10+1 purview, as it affects the classroom and instruction. President Narveson will look at the resolution that Dr. Batalha submitted and it will be an action item at the next meeting. This will be discussed with the Classified Senate.

**C. Chemistry Labs at Acacia/Conversion at MS3**

Chemistry Professor Charles Chau submitted a proposal to ensure that chemistry lab space that was included in the new building to compensate for the loss of lab space when Acacia is demolished and to address the inadequate lab space provided in the MS<sup>3</sup> building. There are currently two rooms being used as classrooms, but were slated to be converted to lab space.

**D. Program Reviews & Class Scheduling** – deferred

**E. Senate By-Laws Update** – deferred

**F. Resource Allocation Model Update** -- deferred

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

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

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

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

**3. Budget Committee**

Senator Jack Baker reported that department and division requests for 'one-time' funds totaled \$1,050,000 but only \$150,000 was funded. Requests funded from other sources were dropped from consideration, programs asking for ~\$3000 or less were fully funded, and the remaining funds were awarded proportionately – about 16% of the amount requested. In light of the limited funding, departments and divisions can reevaluate their purchase priorities but they must notify the budget committee of how the money was spent and report later on the spending improved student learning outcomes.

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

**5. Staff Development:** Ambica Gill, Chair

**6. Student Success Advisory:**

**7. Accreditation Update:** Lynette Apen

**C. Senate Committees**

**1. Curriculum**

**2. Professional Development**

**3. SLOA**

The current Chairman's term of office expires this year; Senator and Chair, Brad Carothers would like to continue. An email will be sent out to the faculty announcing the position and seeking faculty candidates for the post.

**4. Distance Education**

**5. District Senate**

**D. Accreditation**

**E. AFT 6157**

**F. Classified Senate**

**G. Administrative Services**

**I. President**

**XI. Adjournment:** The meeting was adjourned at 5:04 p.m.

EVERGREEN VALLEY COLLEGE  
 A C A D E M I C S E N A T E  
**MINUTES**  
**MARCH 20, 2018**

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	Tina Iniguez	Present
Library and Learning Resources	Lorena Mata	Present
Language Arts	Stravani 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	Frank Tello	Present
Adjunct	Brian Gott	Present
Adjunct	Robby Bodden	Absent

**Guests:** Antoinette Herrera, Celso Batalha, Mike Masuda, Charles Chau

**I. CALL TO ORDER** – President Narveson called to order in the Mishra Conference room at 3:06 pm

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

**III. APPROVAL OF MINUTES** – The minutes of March 6, 2018 were approved with corrections.

**IV. RECOGNITION AND ANNOUNCEMENTS**

The annual book discussion and tea in conjunction with Womyn’s HerStory Month will be held Thursday, March 22, 12:30 to 1:30, in Gullo II. The book is Hidden Figures. Senators were invited to bring their classes and donate books to for the students to take home with them.

An Asian Heritage Month event is scheduled for May 8<sup>th</sup> in Gullo.

President Narveson will be attending an Area B meeting this weekend in Petaluma.

**V. PRESIDENT’S REPORTS**

- A. College Council**
- B. District Council**

- C. Board of Trustees**
- D. General**

**VI. 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.

**VII. COMMITTEE APPOINTMENTS \*\* Removed from consent**

- A. #Non-Screening Committees (2017-2018)**
- B. #Tenure Review Committees**
- C. #Screening Committees**
- D. #Peer Review Committees**
- E. #Non-Screening Committees (2017-2018)**
  - 1. CollegeTechnology**
  - 2. Budget**
  - 3. College Safety/Facilities**
  - 4. Student Success Advisory**
  - 5. Staff Development**
  - 11. Student Services**
  - 12. Resource Development**
  - 13. District Council**
  - 14. Professional Improvement**
  - 15. PRC**
  - 16. District Budget**
  - 17. SLOAC**
  - 18. Distance Education**
  - 19. Distinguished Faculty Member of Year: Robby Bodden**
  - 6. Institutional Effectiveness**
  - 7. College Curriculum**
  - 8. Archives**
  - 9. Graduation**
  - 10. Scholarship**

**VIII. ACTION ITEMS**

- A. Astronomy Lab Technician Hire**

President Narveson distributed an edited version of the resolution previously shared by Professor Celso Batalha regarding hiring a lab technician for the Astronomy Department. President Keith Aytch is in favor of the hire. Concern was expressed about setting a precedence concerning the Senate becoming part of classified hiring process. A motion was made to approve the resolution with changes. The motion was seconded and passed unanimously.
- B. Chemistry Labs at Acacia/Conversion at MS3**

This was discussed at the previous Senate meeting. A resolution was distributed requesting that the previously planned conversion of classrooms into chemistry labs be done before the demolition of the Acacia Building—mainly due to the present potential for a serious chemical accident on campus. A motion was made to adopt the resolution with changes. The motion was seconded and pass with one abstention from Senator Henry Gee.
- C. At-Large Committee Appointments**

It was proposed when a division fails to elect a representative to a standing committee that the Senate appoint a representative to represent that division in order to have a more complete faculty voice on those committees. The following motion was made: The Senate reserves the right to elect members of standing committees when a division cannot elect a faculty representative. The Senate may exercise this option by October of the academic year until the division elects its own members or the end of the year. The motion was seconded and passed unanimously. President Narveson will review the by-laws to determine if this needs to be added.
- D. Resolution Regarding Senate Committee Nominations – deferred**
- E. Educational Master Plan Committee – deferred**
- F. BP & AP Updates**

The issues that are of interest are administrator retreat rights. This will be revisited at a future meeting. No action taken at this time.
- G. At-Large Elections Schedule: Adjunct & Full-Time – The nomination forms have be distributed.**

**IX. DISCUSSION ITEMS**

- A. Academic Regalia Charge – P. Gorbach**
- B. Instructional Support/Business Services – deferred**
- C. Status of Division Curriculum Committees**
- D. Language Arts has submitted its list of their committee members.**
- E. Faculty Hires List: Spring 18 – J. Baker 1.47**
- F. Program Reviews & Class Scheduling – deferred**
- G. Support of Women & Gender Studies Department**

Professor Marjorie Clark asked the Senate for support for the Women and Gender Studies Department. There was a previous resolution to that effect approved by the Senate a few years back. She gave background into the program and her efforts to secure resources for the program as well as the women's center. President Narveson will meet with Professor Clark to write a new resolution and present it to the Senate for approval.

**G. Professional Improvement Committee (PIC)**

The function of the committee is to approve alternative activities in lieu of attending PDD events. It was suggested that temporary members from the Senate for this coming PDD act in this capacity. The PIC needs to review applications 10 days prior to the event. A request for faculty volunteers will be made soon, and if no one is interested, then volunteers will be chosen from the Senate, temporarily, in order to review PIC applications.

**X. INFORMATION ITEM**

- A. SLO Update -- B. Carothers**
- B. Program Reviews & Class Scheduling – deferred**
- C. Senate By-Laws Update – deferred**
- D. Faculty Reassigned Time – deferred**
- E. AB 705 Timeline – deferred**
- F. Resource Allocation Model Update -- deferred**

**XI. 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. Treasurer's Report-Michael Hernandez**
- B. 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:** Ambica Gill, Chair
  - 6. Student Success Advisory:**
  - 7. Accreditation Update:** Lynette Apen
- C. Senate Committees**
  - 1. Curriculum**
  - 2. Professional Development**
  - 3. SLOA**
  - 4. Distance Education**
  - 5. District Senate**
- D. Accreditation**
- E. AFT 6157**
- F. Classified Senate**
- G. Administrative Services**
- I. 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**  
**APRIL 3, 2018**

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	Present
Social Science, Humanities, Arts, & PE	Brad Carothers	Present
Business & Workforce Development	Michael Hernandez	Present
Counseling Services	Tina Iniguez	Present
Library and Learning Resources	Lorena Mata	Absent
Language Arts	Stravani 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	Frank Tello	Present
Adjunct	Brian Gott	Present
Adjunct	Robby Bodden	Absent

**Guests:** Marjorie Clark and Gina Riccitelli

**I. CALL TO ORDER** – President Narveson called to order in the Mishra Conference room at 3:06 pm

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

**III. APPROVAL OF MINUTES** - deferred

**IV. RECOGNITION AND ANNOUNCEMENTS**

This Friday the campus will be hosting a Second Harvest Food Bank assistance event and volunteers are needed from 8:30 a.m. until noon.

There are two finalists for EVC President: Keith Aytch and Melinda Nish. The finalists will be meeting with the unions and the Senate from 8:00 a.m. until 9:00 a.m. on Monday and Thursday, respectively. Later in the afternoon they will meet with the college. Ideas for questions from the Senate were shared and Senators were encouraged to attend and ask questions of the candidates.

Participants involved in the Women’s History Month activities were recognized.

Professor Frank Espinosa will be the new At-large Senator for the next Academic year.

President Narveson, Senators Frank Tello, Preeti Srinivasan, and Brad Carothers will be reading scholarship applications this year.

EVC will be hosting the Guided Pathways Regional meeting on May 12, 2018, hosted by the Statewide

Academic Senate. More details will be forthcoming and Senators are encouraged to attend.

There is a proposal to have Professor Josh Di Chiacchio serve as a co-chair with Professor Shelley Blackman on the ACC. There will be more discussion on this at the next Senate meeting.

President Narveson announced the Adjunct Senate seat nominees; the ballots will be distributed soon and the deadline is April 23, 2018.

Thursday, May 10, 2018, in Gullo II there will be the Employee Recognition Day. Nomination forms have been distributed in faculty mailboxes with an April 20, 2018 deadline.

At the State Senate Area B meeting, attendees expressed concern that the staff and leadership at the Chancellor's Office do not understand the Senate's role in 10+1.

Senate officer elections will be held at the next Senate meeting.

**V. PRESIDENT'S REPORTS**

- A. College Council**
- B. District Council**
- C. Board of Trustees**
- D. General**

**VI. 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.

**VII. COMMITTEE APPOINTMENTS \*\* Removed from consent**

- A. #Non-Screening Committees (2017-2018)**
  - B. #Tenure Review Committees**
  - C. #Screening Committees**
  - D. #Peer Review Committees**
  - E. #Non-Screening Committees (2017-2018)**
    - 1. College Technology**
    - 3. College Safety/Facilities**
    - 4. Student Success Advisory**
    - 5. Staff Development**
    - 6. Institutional Effectiveness**
    - 7. College Curriculum**
    - 8. Archives**
    - 9. Graduation**
    - 10. Scholarship**
    - 11. Student Services**
    - 12. Resource Development**
    - 13. District Budget**
    - 14. Professional Improvement**
    - 15. PRC**
    - 16. District Budget**
    - 17. SLOAC**
    - 18. Distance Education**
    - 19. Distinguished Faculty**
- Member of Year:**  
S. Banerjee, L. Mata,  
E. Narveson

**VIII. ACTION ITEMS**

**A. Professional Improvement Committee Members**

So far there are three members on the PIC: Vice President Mark Gonzales, Elaine Ortiz-Kristich, and President Narveson. There may be a seat for another Senate member. A motion was made to endorse the existing committee. The motion was seconded and passed unanimously.

- B. Resolution in Support of Women & Gender Studies Department Coordinator**  
Professor Marjorie Clark proposed that, in lieu of a resolution in support of a Women and Gender Studies Coordinator, a letter to President Aytch be endorsed by the Senate. A motion was made to authorize President Narveson to draft the letter. The motion was seconded and passed unanimously.
- C. SLOAC Chair Election**  
A motion was made to confirm Senator Brad Carothers as the SLOAC Chair. The motion was seconded and passed unanimously.
- D. At-Large Committee Appointments**  
In order to maintain faculty representation on standing committees, it was proposed that the Senate make appointments for divisions when they fail to advance representatives of their own. A motion was made to send out the policy to all faculty and deans. The motion was seconded and passed unanimously.
- E. Resolution Regarding Senate Committee Nominations – deferred**
- F. Educational Master Plan Committee – deferred**
- G. BP & AP Updates**  
There was no action, but there was discussion about administrators who have never taught before in the District retreating to the classroom as faculty.

## **IX. DISCUSSION ITEMS**

- A. Status of Division Curriculum Committees**  
President Narveson will speak to presumptive Chair of the ACCC, Shelley Blackman to determine if she has any information.
- B. Faculty Hires List: Spring 2018**  
There will be an extra Senate meeting in September to begin the process of recommending hires to administration. The Senate will be working on criteria this spring.
- D. Faculty Representation at the Deans' Meetings**  
There was a discussion about having faculty members attend the meeting, as is done at SJCC. President Narveson has tried to gather information about the MSCC meetings from administration *without success*. It was agreed that this would improve transparency and communication. A suggestion was made to extend *an* invitation to the President *to appoint a non-voting representative to the Senate*, and include a request *for faculty representation* at the Deans meetings. This will be an action at the next Senate meeting. President Narveson will bring this up at his next meeting with the President.

## **X. INFORMATION ITEM**

- A. SLO Update -- B. Carothers**
- B. Faculty Reassigned Time**  
The disparity in the amount of faculty reassigned time between EVC and SJCC was discussed. There are many more faculty members serving as coordinators and in other capacities at SJCC than at EVC, which places a greater workload on the EVC faculty and ultimately adversely impacts students. Senator Randy Pratt will bring a statement regarding faculty reassigned time and it will be an action item at the next Senate meeting

- C. AB 705 Timeline**  
There have been meetings on how to implement the one-year requirement involving the developmental English and Math programs. It will require a redesign of curriculum and faculty's help is needed and they will be compensated.
- D. Resource Allocation Model Update**  
There will not be a model available to the Senate this academic year.

**XI. REPORTS (10 min)**

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

- A. Treasurer's Report-Michael Hernandez**
- B. 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:** Ambica Gill, Chair
  - 6. **Student Success Advisory:**
  - 7. **Accreditation Update:** Lynette Apen
- C. Senate Committees**
  - 1. **Curriculum Committee**
  - 2. **Professional Development Committee**
  - 3. **SLOA Committee**
  - 4. **Distance Ed. Committee**
  - 5. **District Senate**
- D. Accreditation**
- E. AFT 6157**
- F. Classified Senate**
- G. Administrative Services**
- I. President**

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

**EVERGREEN VALLEY COLLEGE**  
**A C A D E M I C S E N A T E**  
**MINUTES**  
**APRIL 17, 2018**

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	Present
Social Science, Humanities, Arts, & PE	Brad Carothers	Present
Business & Workforce Development	Michael Hernandez	Present
Counseling Services	Tina Iniguez	Present
Library and Learning Resources	Lorena Mata	Present
Language Arts	Stravani 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	Frank Tello	Present
Adjunct	Brian Gott	Present
Adjunct	Robby Bodden	Present

**Guests:** Scott Wilson, Frank Espinoza, Tijal Naik

**I. CALL TO ORDER** – President Narveson called to order in the Mishra Conference room at 3:06 pm

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

**III. APPROVAL OF MINUTES:**  
 The March 20, 2018 and April 3, 2018 minutes were approved with corrections.

**IV. RECOGNITION AND ANNOUNCEMENTS**  
 A brief report was made about the concerns shared at the Plenary Session about strengthening local Senates.  
 A suggestion was made to write “no report” next to the Senate committee reports in the minutes.  
 It was suggested the Guided Pathways committee be one of the committees that fall under the purview of the Senate.

**V. PRESIDENT’S REPORTS**

**A. College Council**  
**B. District Council**

**C. Board of Trustees**  
**D. General**

**VI. PUBLIC COMMENTS** (limited to only three minutes)  
 This portion of the meeting is reserved for any item not on the agenda. 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.

Distance Education is joining with the CTC to deal with 508 compliance. This will be discussed at the next meeting.

**VII. COMMITTEE APPOINTMENTS \*\* Removed from consent**

**A. #Non-Screening Committees (2017-2018)**

**B. #Tenure Review Committees**

**C. \*\*Screening Committees**

**1. Dean of Nursing and Allied Health:**

After discussion, it was decided that a request for committee members will be resent to faculty with the screening committee application attached.

Susana Machado and Paran Vanniasegaram, Manjit Kahn, Barbara Tisdale, Tejel Naik, Bob Lombard, David Hendricks (provisional), Terrance Lee, Michael Hernandez, Binh Vo, Frank Tello, Olivier Bochetti, Sue Wetzel, Peggy Gorbach all volunteered to serve.

**D. #Peer Review Committees**

**E. #Non-Screening Committees (2017-2018)**

**1. College Technology**

**2. Budget**

**3. College Safety/Facilities**

**4. Student Success Advisory**

**5. Staff Development**

**6. Institutional Effectiveness**

**7. College Curriculum**

**8. Archives**

**9. Graduation**

**10. Scholarship**

**11. Student Services**

**12. Resource Development**

**13. District Council**

**14. Professional Improvement**

**15. PRC**

**16. District Budget**

**17. SLOAC**

**18. Distance Education**

**19. Distinguished Faculty**

**Member of Year**

**VIII. ACTION ITEMS**

**A. Nominations for Senate Officers**

President Eric Narveson, Senators Randy Pratt and Jack Baker were nominated to serve as President. President Narveson declined; Senators Pratt and Baker accepted. There will be an election for the duration of one week.

Senators Frank Espinoza and Michael Hernandez were nominated for Senate Vice President; both accepted and will be on the same ballot as the President's.

Senator Preeti Srinivasan was nominated and agreed to serve as Senate Treasurer.

Ballots will be distributed to all full time faculty next week and the election will close a week later.

**B. Faculty Reassigned Time**

Senator Randy Pratt distributed a document outlining criteria for the reassigned time positions. There was discussion about whether or not adjunct can fill these assignments, how the extra leadership in departments would help students by freeing up faculty to concentrate on instruction. A motion was made to approve the document. The motion was seconded and passed unanimously.

**C. Faculty Representative in Deans' Meetings**

Senators Baker and Hernandez relayed their experience with their Deans in requesting faculty attendance at Deans' meeting and the Dean's seemed taken aback at the request. A motion was made to have President Narveson send a message to the President and VP Gonzalez asking for a faculty representatives to attend the Dean's meetings as well as the Administrative Council meetings, and the

Senate invites an administrator to attend a Senate meetings in an act of mutual reciprocity in the

interest of participatory governance and transparency. The motion was seconded and passed unanimously.

**D. Resolution Regarding Senate Committee Nominations** – removed

**E. Educational Master Plan Committee** – deferred

**F. BP and AP Updates** – deferred

## **IX. DISCUSSION ITEM**

**A. Status of Division Curriculum Committees** – deferred

**B. Faculty Hires List Criteria**

Senator Michael Hernandez distributed a list of criteria to be considered by faculty when requesting a new hire. A suggestion was made that “departments” be replaced by “divisions” in the proposal. Another idea was to have a uniform packet of information to easier compare requests. The Senate was asked to read the list so it can be discussed and report back to either Senator Michael Hernandez or President Narveson and be acted upon at the next Senate meeting.

**C. Adjunct Vote for Distinguished Faculty Member of the Year**

A concern was raised about adjunct only voting for adjunct faculty for the award. At present, both fulltime and adjunct faculty vote for both fulltime and adjunct faculty. President Narveson, Senators Lorena Mata and Sravani Banerjee have volunteers to be on the committee to select the next recipient.

## **X. INFORMATION ITEM**

**A. SLO Update** -- deferred

**B. AB 705 Timeline** – Liza Kramer and Parran Vanniasegaram are working on this.

**C. Resource Allocation Model Update** -- deferred

**D. Online/Hybrid Transcripts**

There will be no special designation on summer and spring for online/hybrid courses on transcripts; however, at this time, it is not retroactive.

**E. Counseling Office Hours**

Counselors are fully booked, and usually have one hour for follow-ups per week. It was felt that lack of access to counseling make it difficult for students as well as for implementing Guided Pathways.

**F. Final Interviews for New Hires**

There will be a series of final interviews for new faculty hires. They are as follows: the Theatre hire will be on Wednesday, April 19<sup>th</sup> from 1:00 until 5:00--; Math on Tuesday, April 24, from 2:30 until 4:30—Jack Baker will attend; English: Wednesday May 16, 1:30 until 4:30—Senator Robin Hahn will attend; Medical/Surgical Nursing on Thursday May 17, from 8:30 a until 12:00 p; Translation and Interpretation is Friday, May 18, from 2:00 until 5:00—President Narveson will ask Carmen Solorzano as well as other faculty members who were on those committees.

**XI. 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. Treasurer's Report-Michael Hernandez**
- B. College Committees (1 minute) – none given**
  - 1. All College Curriculum:** Janice Toyoshima, Chair
  - 2. Campus Technology:** Sylvia Min, Chair
  - 3. Budget Committee:** Eugene Canoy, Chair
  - 4. Safety/Facilities:** Eugene Canoy, Chair
  - 5. Staff Development:** Ambica Gill, Chair
  - 6. Student Success Advisory:**
  - 7. Accreditation Update:** Lynette Apen
- C. Senate Committees**
  - 1. All College Curriculum**
  - 2. Professional Development**
  - 3. SLOA**
  - 4. Distance Education**
  - 5. District Senate**
- D. Accreditation**
- E. AFT 6157**
- F. Classified Senate**
- G. Administrative Services**
- I. President**

**XI. Adjournment** The meeting was adjourned at 5:08 pm.

**EVERGREEN VALLEY COLLEGE**  
**A C A D E M I C S E N A T E**  
**MINUTES**  
**MAY 1, 2018**

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	Present
Social Science, Humanities, Arts, & PE	Brad Carothers	Present
Business & Workforce Development	Michael Hernandez	Present
Counseling Services	Tina Iniguez	Present
Library and Learning Resources	Lorena Mata	Present
Language Arts	Sravani Banerjee	Absent
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	Frank Tello	Absent
Adjunct	Brian Gott	Present
Adjunct	Robby Bodden	Present

**Guests:** Marjorie Clark, Sylvia Min, Andrea Alexander, Fabio Gonzalez

**I. CALL TO ORDER** President Narveson called the meeting to order at 3:17 in the Mishra Conference 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 April 17, 2018 were approved with corrections.

**IV. RECOGNITION AND ANNOUNCEMENTS**

On Saturday, May 12, 2018 EVC will host the ASCCC Guided Pathways Northern California Regional meeting in Gullo II. Senators were encouraged to attend.

Senators were reminded to complete their paperwork as soon as possible for the new insurance system coming into effect.

The California Community College Online Initiative has approved EVC as one of its cohorts.

President Ayth and the Automotive Department are currently negotiating with Tesla to establish a training center at EVC.

Special programs graduation May 13, 2018, at 3:00 in Gullo II.

Retirees and Tenure Recognition will be held May 9, 2-4 in Gullo II

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September 5, 2017

September 19, 2017

October 3, 2017

October 17, 2017

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November 21, 2017

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February 6, 2018

February 20, 2018

March 6, 2018

March 20, 2018

April 3, 2018

April 17, 2018

May 1, 2018

May 15, 2018

ASPIRE will be celebrating Asian Heritage Month, Tuesday, May 8<sup>th</sup> in Gullo II, from 11:30 until 1:30. There will be a fashion show and food will be served.

Senator Tina Iniguez will not be on the Senate for the fall semester, but will return in spring.

Senator Nasreen Rahim will be leaving the Senate and was recognized for her many years as Senator.

**V. PRESIDENT'S REPORTS – None given**

- A. College Council**
- B. District Council**

- C. Board of Trustees**
- D. General**

**VI. 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.

Professor Marjorie Clark reported that Center for Service Learning and Public Service has joined the ALL IN Democracy challenge with the goal of increasing civic engagement and increase voter participation at EVC. Already, the Center is in a partnership with the League of Women Voters and is looking to add more partnership.

**VII. COMMITTEE APPOINTMENTS \*\* Removed from consent**

- A. #Non-Screening Committees (2017-2018)**
- B. #Tenure Review Committees**
- C. #Screening Committees**  
**\*\*Dean of Nursing (2 faculty)**

Terence Lee, Barbara Tisdale, and Sue Wetzel applied for the committee. After a brief discussion emphasizing the need for the division faculty to be well represented on the committee a motion was made to appoint Barbara Tisdale and Sue Wetzel. It was seconded and passed unanimously.

- D. #Peer Review Committees**
- E. #Non-Screening Committees (2017-2018)**

- |  |                                     |
|--|-------------------------------------|
| <b>1. CollegeTechnology</b>  | <b>10. Scholarship</b>              |
| <b>2. Budget</b>   | <b>11. Student Services</b>         |
| <b>3. College Safety/Facilities</b>  | <b>12. Resource Development</b>     |
| <b>4. Student Success Advisory</b>   | <b>13. District Council</b>         |
| <b>5. Staff Development</b>  | <b>14. Professional Improvement</b> |
| <b>6. Institutional Effectiveness</b>  | <b>15. PRC</b>                      |
| <b>7. College Curriculum</b>   | <b>16. District Budget</b>          |
| <b>8. Archives</b>   | <b>17. SLOAC</b>                    |
| <b>9. Graduation</b>   | <b>18. Distance Education</b>       |
| <b>19. Distinguished Faculty Member of Year: S. Banerjee, L. Mata, E. Narveson</b> |                                     |

**VIII. ACTION ITEMS**

- A. It's On Us Pledge**

Professor Marjorie Clark photographed Senators wearing the "It's on Us" Pledge tee shirts.

- B. Election Results for Senate Officers**

President Narveson reported on the election results for Senate officers:

President:

Randy Pratt: 45

Jack Baker: 23

There were 76 votes cast; 8 ballots were invalid.

Vice President

Frank Espinoza: 53

Michael Hernandez: 15

Senator Preeti Srinivasan will be serving as Treasurer. President Narveson will serve as immediate past president and expressed interest in serving as a representative for the SSHAPE division. He also intends to serve as the District Academic Senate President.

**C. Message from Senate President Narveson**

President Narveson read a message to the Senate and President-elect Randy Pratt consisting of advice based on his experience as President. Senator Pratt shared his vision for his presidency.

**D. Faculty Representative in Deans' Meetings**

President Narveson spoke with EVC President Keith Aytch about having faculty attend the meetings and Pres. Aytch was in favor of it. A motion was made to assign Senator and President-elect Randy Pratt as the faculty representative to attend the Deans' meeting. The motion was seconded and passed unanimously. Senator Pratt will be attending the next meeting.

**E. Distinguished Faculty Member of the Year**

The nominations will be read and awardees selected by the DFMY committee later this week.

**F. Educational Master Plan Committee – deferred**

**G. BP 7250: Educational Administrators**

A copy of Board Policy 7250 was distributed to the Senators. This policy deals with administrators who have never taught in the district before being given faculty retreat rights. Discussion ended with more information needed legal requirements and how this policy would impact faculty hiring.

**H. May 15<sup>th</sup> Meeting?**

Since there is more Senate business to attend to. Senators were asked if they want another meeting, to be held on May 15<sup>th</sup>, which is on the meeting schedule as optional. A motion in favor of the additional meeting was made. It was seconded and pass with one “no” from Senator Peggy Gorbach and one abstention from Senator Henry Gee. A motion was made to form a Senate Executive Committee-consisting of Senators Robby Bodden, Preeti Srinivasan, Brian Gott, Randy Pratt, and Frank Espinoza, to address Senate business over the summer break. The motion was seconded and passed unanimously.

**I. Distance Education Student Satisfaction Survey**

Senator Nasreen Rahim asked the Senate for to endorse surveying student satisfaction with distance education at EVC. A motion to endorse the survey was made, seconded, and passed unanimously.

**IX. DISCUSSION ITEMS**

**A. Status of Division Curriculum Committees**

Questions as to whom the committees should report and how to give the committee chairs access to CurricuNet for editing were raised. This will be an action item at the next meeting.

**B. Faculty Hires List Criteria**

President Narveson asked the Senate if they would like to put out an email alert to faculty and provide them with criteria for justifying faculty hires for the next academic year. Senator Michael Hernandez will have the finalized criteria document for approval at the next meeting.

**C. Counseling Office Hours**

Senator Tina Iniguez and Professor Marjorie Clark reported that the Counseling department is in a desperate situation and needs support from the Senate. There have been 9 Deans since 2006 with very different levels of experience and management styles. Counseling appointments have become a production line and counselors have inadequate time to follow-up with students. The counselors feel marginalized and properly serve students. Senator Iniguez will bring a resolution in support of more office hours to the next meeting

**D. 508 Compliance**

Professor Sylvia Min, as a representative from the CTC, gave a presentation on adopting the Adobe suite of programs which include a way to check if course materials are 508 compliant. Non-compliance could potentially result in a law suit. She demonstrated how Adobe compliance tool checks accessibility and explained how using these programs are in line with the District's mission statement of equity.

A motion was made to move to suspend the bylaws and move this to action. The motion was seconded and passed with one abstention from Senator Jack Baker. A motion was made to adopt campus-wide site license for the program. The motion was seconded and passed unanimously.

**X. INFORMATION ITEM**

**A. SLO Update**

Senator Brad Carothers will be sending out information in order to clarify the situation. SLOAC will also be having a contest and the winner will be the first division to achieve 100% evaluation of course SLOs.

**B. AB 705 Timeline – deferred**

**C. Resource Allocation Model Update -- E. Narveson - deferred**

**D. Distance Education Committee Chair Reassigned Time - deferred**

**XI. REPORTS (10 min) None were given**

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

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

**B. 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:** Ambica Gill, Chair
6. **Student Success Advisory:**
7. **Accreditation Update:** Lynette Apen

**C. Senate Committees**

1. **Curriculum Committee**
2. **Professional Development Committee**
3. **SLOA Committee**
4. **Distance Ed. Committee**
5. **District Senate**

**D. Accreditation**

**E. AFT 6157-- There are questions about the budget.**

**F. Classified Senate**

**G. Administrative Services**

**I. President**

**XI. Adjournment** The meeting was adjourned at 5:23 p.m.

**EVERGREEN VALLEY COLLEGE**  
**A C A D E M I C S E N A T E**  
**MINUTES**  
**MAY 15, 2018**

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	Present
Social Science, Humanities, Arts, & PE	Brad Carothers	Absent
Business & Workforce Development	Michael Hernandez	Present
Counseling Services	Tina Iniguez	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	Absent
Adjunct	Frank Tello	Present
Adjunct	Brian Gott	Present
Adjunct	Robby Bodden	

**Guests:** Carmen Solarzano, Claudia Chalesky, Sylvia Min, Maniphone Dickerson, Ken Morgan, D

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

**III. APPROVAL OF MINUTES** – The Minutes of May 1, 2018 were approved as submitted.

**IV. RECOGNITION AND ANNOUNCEMENTS**

President Narveson congratulated the winners of the Faculty Member of the Year Awards. Professor Terence Lee was present to receive his award, since he was not present at the annual event, and Professor Sylvia Min was at the meeting on another matter. Professor Steven Graham, who was selected as the Adjunct Faculty Member of the Year, was also recognized.

The LBGTQ Club was recognized for their event, as were the ASPIRE events during Asian Heritage Month.

The Northern California Regional meeting for the Senate regarding Guided Pathways was a success despite difficulties encountered while securing the facility on campus—which was not an isolated occurrence.

President-elect Randy Pratt will be attending several workshops this summer.

**V. PRESIDENT’S REPORTS**

- A. College Council** – need to choose
- B. District Council**– need to choose

- C. Board of Trustees**
- D. General**

**VI. 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.

Professor Sylvia Min reported on her progress in obtaining a site license for Adobe. Professor Min reported that she had met with President Aytch and he has agreed to purchase the license, however, the number of licenses is unknown. Professor Laura Garcia from counseling was present and said that all the counselors need it for degree auditing—and that’s over twenty—which is part of Guided Pathways compliance.

**VII. COMMITTEE APPOINTMENTS \*\* Removed from consent**

**A. #Non-Screening Committees (2017-2018)**

**B. #Tenure Review Committees**

**C. #Screening Committees**

**\*\*Vice President Academic Affairs (3 faculty):** Randy Pratt, Michael Hernandez, Jory Segal

**\* Instructional Lab Tech (Nursing):** Patricia Braun

**D. #Peer Review Committees**

**E. #Non-Screening Committees (2017-2018)**

**1. College Technology**

**2. Budget**

**3. College Safety/Facilities**

**4. Student Success Advisory**

**5. Staff Development**

**6. Institutional Effectiveness**

**7. College Curriculum**

**8. Archives**

**9. Graduation**

**10. Scholarship**

**11. Student Services**

**12. Resource Development**

**13. District Council**

**14. Professional Improvement**

**15. PRC**

**16. District Budget**

**17. SLOAC**

**18. Distance Education**

**19. Distinguished Faculty**

**Member of Year**

**VIII. ACTION ITEM**

**A. Status of Division Curriculum Committees – deferred**

**B. Faculty Hires List Criteria**

The form that will be distributed to faculty was discussed and changes were made.

**C. Counseling Office Hours**

Counselor Laura Garcia spoke and presented a resolution to the Senate addressing the need for a standardized five hours of prep time for counselors. This is something that should include SJCC and could be a District Senate task. This will be deferred until fall in order to craft a better resolution.

**D. Educational Master Plan Committee – deferred**

**E. BP 7250: Educational Administrators – E. Narveson**

The policy was discussed and it was pointed out that any changes to a BP would require Board approval, but an AP is something that can be decided on by constituent groups and administrators. The language in the policy will be discussed at the District Council meeting this Thursday and questions that were raised during the meeting will also be raised there.

**F. Executive Committee Members – R. Pratt**

**G. Members to the District Senate**

President Narveson was unanimously to serve on the District Academic Senate. President-elect Randy Pratt, Vice President Frank Espinoza and Treasurer Preeti Srinivasan will also be serving on the District Senate as EVC Academic Senate officers.

**H. ACCC Chair Confirmation**

Professor Shelley Blackman was unanimously appointed the ACCC Chair.

**IX. DISCUSSION ITEMS**

**A. Tesla START Program**

The faculty of the Automotive Department and the Dean of Business and Workforce Development, Maniphone Dickerson, discussed the pros and cons of partnering with Tesla to have a training program at the Auto facility. The target date to begin is January, 2019. It was agreed that the Tesla program would be a way to lend prestige to the college and attract high-quality students. The main concern is the amount of space Tesla is demanding from the automotive building, which would take away space from the regular automotive classes. The automotive faculty feel that the agreement that Tesla wants is restrictive and aggressive in their conditions, which has not been the case with other partnerships in the industry. Another concern shared was that when the Tesla program is complete the building is that Tesla needs to take full responsibility to restore the building to the condition it was before it took over the space. The Executive Committee of the Senate will have the responsibility to endorse or reject any agreements over the summer.

**B. Adjunct Appreciation Day**

A suggestion was made to establish an adjunct appreciation day to recognize and honor adjunct employees for their work and contributions to the campus. President Narveson recommended that a resolution be written to be brought back to the Senate in fall as an action item. He volunteered to help create the resolution.

**C. AP 4055 and AP 4020: First Reading**

President Narveson distributed and discussed the above policies. He asked the Senate to take their time considering them so they can vote on this in fall, 2018. It is also at District Council as a first reading and has not been approved by anyone yet.

**X. INFORMATION ITEM**

**A. SLO Update -- deferred**

**B. Translation & Interpretation Update**

Claudia Chalesky and Professor Carmen Solorzano gave updates from the Translation and Interpretation program. The hiring of an instructor is being finalized and they believe this is a successful program and will expand. This is the only T and I program in the state, besides UC Davis, who offers an upper-division degree.

**C. DE and CTC Chair Reassigned Time**

Senator Nasreen Rahim discussed the need for more and standardized reassigned for committee chairs. President Narveson asked Senator Rahim to provide numbers and a job description for the Senate to work with in fall.

**D. AB 705 Timeline**

The committee will be rewriting courses this summer in order to comply with AB 705.

**D. Resource Allocation Model Update**

The final meeting of the semester was last week and progress is being made. There will be new members of RAM. There have been problems at the meetings.

**XI. 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. Treasurer's Report-Michael Hernandez**
- B. College Committees (1 minute) no reports given**
  - 1. All College Curriculum:** Janice Toyoshima, Chair
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  - 4. Distance Ed. Committee**
  - 5. District Senate**
- D. Accreditation**
- E. AFT 6157**
- F. Classified Senate**
- G. Administrative Services**
- I. President**

**XI. Adjournment**