



COLLEGE COUNCIL MEETING MINUTES - FY2022/2023
Table of Contents

FALL 2022

September 12, 2022

September 26, 2022

October 10, 2022

October 24, 2022

November 14, 2022

November 28, 2022

December 12, 2022

SPRING 2023

February 13, 2023

February 27, 2023

March 13, 2023

March 27, 2023

April 10, 2023 - no quorum

April 24, 2023

May 8, 2023

May 22, 2023



COLLEGE COUNCIL MEETING MINUTES
September 12, 2022

Present: Andrea Alexander, Ebonnie Berry, Teneka Cornish, Ayan Dalmar, Tammeil Gilkerson, Tina Iniguez, Garry Johnson, Arshmeet Kaur, Juan Manriquez, Steven Mentor (on behalf of Elaine Ortiz-Kristich), Sarai Minjares, Jemima Olufade, Matais Pouncil, Josh Russell, Howard Willis

Also Present: Hazel De Ausen, Colleen Calderon, Penny Garibay (minutes), Bryana Perez

Absent: Vicki Brewster

A. Meeting called to order at 2:00 p.m.

B. Adoption of Agenda - M/S/P (Russell/Kaur)

Those in attendance introduced themselves and at the suggestion of President Gilkerson shared a blessing or hope for the work the College Council will do in the coming year.

C. Approval of Minutes – May 23, 2022 – M/S/P (Minjares/Cornish)

D. Public Comments – No public comments.

E. Recognitions/Announcements

- President Gilkerson thanked the Professional Development Committee and the Chair, John Kaufmann. She noted they did a terrific job with the Fall Professional Development Days.
- President Gilkerson thanked everyone involved in ensuring a successful Welcome Week. It took a lot of effort and the students felt those efforts.
- Tina Iniguez noted her appreciation for the First Stop Center and First Year Experience team. There were many students that needed assistance.

F. Information/Discussion

1. College Committee Chair Reports – November 14, 2022 & April 24, 2023

The dates scheduled for College Committee Chairs were shared with College Council.

2. Institutional Self Evaluation Report Update

VP Pouncil advised College Council of the current status of the Institutional Self Evaluation Report (ISER).

- Link to draft report shared with College Council.
- Draft ISER will be shared campus-wide to receive feedback.
- Time has been scheduled with multiple participatory groups to discuss draft and answer questions.
- Deadline for the ISER is October 3.

- ISER will be presented to the Board of Trustees at the October Board meeting as Information and for Action at the November meeting.
- VP Pouncil expressed his appreciation for the work by Sarai Minjares, Vicki Brewster, and Garry Johnson.
- Ayan Dalmar requested clarification regarding the ISER; VP Pouncil and President Gilkerson provided information regarding ACCJC and ISER.

3. **Enrollment Update: Demographics, Student Success Rates & Historic Data**

Hazel De Ausen share a brief presentation (attached).

Garry Johnson requested information regarding ways EVC is working to increase enrollment; something he can share when asked. President Gilkerson noted the information Josh Russell recently emailed to the campus should be helpful; it notes the various efforts taking place. President Gilkerson indicated that it doesn't include information about individual areas, and asked they review Josh's email and advise what may be missing.

4. **Educational Master Plan Update/Next Steps**

President Gilkerson shared the location of the Educational Master Plan on the EVC web site, which includes the Mission and Vision. She noted these have been adopted by the Board of Trustees.

G. **Action**

1. **Associated Student Government Resolution – Black/African American Student Success**

Ayan Dalmar, ASG President, stated that ASG had a focus group and they noted that black students lacked the culture of care. They looked at the "why" and the resolution is a result of looking through data, conferring with students, and brainstorming solutions.

Josh Russell expressed a concern about the staffing noted in the resolution. Ayan Dalmar stated they based it on wait times for students.

President Gilkerson shared information for clarification, stating there is a full-time Counselor and full-time program support. The program receives 40% release time. They have resources, but it's how they use the resources. President Gilkerson noted that a person left last year; they filled the position, but services may have been impacted during that time. The program hasn't applied for additional funding that other programs have applied for.

Garry Johnson inquired whether there is a way to improve the resolution and bring it back to College Council. Josh Russell suggested they make a shift and talk about the challenges versus asking for specific ways the college should address the challenges.

A motion was made to table the item, Associated Student Government Resolution – Black/African American Student Success.

M/S/P (Johnson/Russell)

2. **Associated Student Government Resolution – Multi-Stalled Gender-Neutral Bathrooms**

M/S/P (Johnson/Cornish)

H. **Reports**

1. **President's Report**

- a) College Council forwarded recommendations resulting from the May 23, 2022 meeting to President Gilkerson. President Gilkerson reported back to College Council as follows:

- Accepted the 2021/2022 Program reviews as submitted.
- Accepted the Four-year Rotational Cycle for Program Review as submitted. President Gilkerson noted there was a lot of engagement and it has been determined there will be a committee formed this fiscal year to map out what it will look like, but it will not be implemented until next fiscal year. Everyone will stay on the current cycle this year. Periodic updates will be requested from the team.

Meeting was adjourned at 3:30 p.m.



COLLEGE COUNCIL MEETING MINUTES
September 26, 2022

Present: Andrea Alexander, Ebonnie Berry, Vicki Brewster, Ayan Dalmar, Tina Iniguez, Garry Johnson, Arshmeet Kaur, Juan Manriquez, Steven Mentor, Sarai Minjares, Jemima Olufade, Matais Pouncil, Josh Russell, Howard Willis

Also Present: Colleen Calderon, Gustavo Flores, Penny Garibay (minutes), Bianca Lopez, Nasreen Rahim

Absent: Teneka Cornish, Tammeil Gilkerson

A. Call to Order – meeting was called to order at 2:04 p.m. VP Pouncil chaired the meeting on behalf of President Gilkerson.

B. Adoption of Agenda – M/S/P (Johnson/Brewster)

C. Approval of Minutes – September 12, 2022 – M/S/P (Iniguez/Berry)

D. Public Comments

- Gustavo Flores (adjunct in Social Sciences Department) said he was there to bring to the attention of College Council that his department needs a full-time person as it is growing and the sections taught are required for students to transfer.

E. Recognitions/Announcements

- Garry Johnson noted the Academic Senate Retreat took place the prior Friday. He recognized Tina Iniguez, as well as the efforts of all the individuals that arranged the retreat. Some of the managers attended, as well as support from many people across campus.

F. Information/Discussion

1. Budget Update

VP Alexander provided a presentation (attached). There were comments from College Council around the need to adopt a resource allocation model.

2. CCCCO California Apprenticeship Initiative Grant Award Presentation

Nasreen Rahim provided a presentation (attached). EVC applied for and received a \$500,000, three-year grant.

3. College Council Representative for District Council

Josh Russell agreed to fill this vacancy.

G. Action

1. Associated Student Government Resolution – Black/African American Student Success

At the last meeting there were concerns about the resolution specifically mentioning actions related to personnel.

Minor changes were made to the resolution's wording that better reflect ASG's intent and entrusts the specific action to the administration as to how best to align personnel resources to serve the students.

M/S/P (Johnson/Brewster)

H. Reports

1. President's Report – President Gilkerson

VP Pouncil shared information on behalf of President Gilkerson.

- a) The Associated Student Government Resolution – Multi-Stalled Gender-Neutral Bathrooms has been accepted by the President.
- b) The Institutional Self-Evaluation Report (ISER) was sent to the college community this past weekend for feedback. It will be open for comments through Friday, September 30 and has been posted on the EVC web site's accreditation page.

I. Meeting was adjourned at 3:06 p.m.



COLLEGE COUNCIL MEETING MINUTES
October 10, 2022

Present: Andrea Alexander, Ebonnie Berry, Ayan Dalmar, Tammeil Gilkerson, Tina Iniguez, Juan Manriquez, Steven Mentor, Sarai Minjares, Jemima Olufade, Matais Pouncil, Josh Russell,

Also Present: Emily Banh, Terrance De Gray, Penny Garibay (minutes)

Absent: Vicki Brewster, Garry Johnson, Arshmeet Kaur, Howard Willis

A. Called to order at 2:03 p.m.

B. Adoption of Agenda – M/S/P (Berry/Cornish)

Agenda was approved following removal of item F.1. The Open Educational Resources Initiative Presentation was postponed due to illness.

C. Approval of Minutes – September 26, 2022 – M/S/P (Russell/Minjares)

Under Public Comments, “needs another” was changed to “needs”. Following this change, the minutes were approved.

D. Public Comments

- Steven Mentor advised that a multi-factor authentication will likely occur in the near future given the number of cyber-attacks occurring at colleges around the state.

E. Recognitions/Announcements

- Tina Iniguez stated she is grateful for the Enrollment Summit that took place for EVC October 3. There were over 55 participants. She hopes there will be more enrollment summits to come.
- President Gilkerson announced that Evergreen Valley College (EVC) was awarded the Asian American & Native American Pacific Islander-Serving Institutions (AANAPISI) grant in the amount of \$1.8 million for EVC’s ASPIRE+PLUS AANAPISI Project. The funds will support Asian American and Native American Pacific Islander (AANAPI) students. President Gilkerson thanked the many people involved in securing the grant, including Maniphone Dickerson and Brandon Yanari.
- President Gilkerson announced that Evergreen Valley College has been named a 2022 Equity Champion of Higher Education, recognizing the college’s exemplary work in implementing the Associate Degree for Transfer. EVC is being recognized as a top performer in the category of Equity Champion for Latinx Students.

F. Information/Discussion

1. Student Housing Update

President Gilkerson noted that she has had the honor and privilege of serving as the co-chair of the CEO California Community Colleges Affordability, Food & Housing Access Taskforce for

the last four years, working on legislation and other advocacy efforts. EVC did a survey last fall, as well as conducted sessions for students and employees, which looked at opportunities around possibly building student and/or employee housing at the college.

Terrance De Gray, Associate Vice Chancellor of Bond Services, provided a presentation (attached) regarding the student housing (SB 169) construction grant application.

- District is focusing on EVC for several reasons, including EVC having open land, which will aid in the application being competitive with other colleges across the state.
- 85% of the colleges applied for the planning grant; both EVC and SJCC received the planning grant.
- SB 169 language was reviewed
 - Establishes a program of a one-time grant for the construction of affordable student housing.
 - Allows for acquiring and renovating commercial properties into student housing.
 - Does not allow for employee housing.
 - Needs to be below the market rate (typically 15% below) to be considered low-cost housing, based on market rates.
- Grant is 100% state-funded, no match required.
- A public/private partnership may be used; majority of districts use public/private partnership.
- Timeline shared; in very early stages of the effort, looking to submit grant application in January.
- Need to look at total cost of ownership to see if feasible.
- Over 700 students responded to the survey.
- Will share presentation with the Board of Trustees October 11; subsequent board meetings will share potential sites and will be seeking Board approval of the application in December.
- If construction grant received, a committee will be formed.

G. Reports

1. President's Report – President Gilkerson

a) Report Back on September 26, 2022 College Council Recommendation to Approve Associated Student Government Resolution – Black/African American Student Success

- President Gilkerson reported back acceptance of the recommendation from College Council of the Associated Student Government Resolution for Black/African American Student Success. They will make sure they are working toward the items noted in the resolution. President Gilkerson thanked the Associated Student Government leadership for their work.

b) Updates

- Received the opportunity to go to the All-African Diaspora Education Summit in Ghana.
 - Only \$200-300 for a student's tuition for one year there; it's life-changing for them.
 - Being at University of Cape Coast and steeped in the culture there was a real honor.
 - Will provide a presentation to the Board of Trustees in two weeks.
- Had the honor to be closing keynote speaker at the Research & Planning Group's Strengthening Student Success in Orange County last week.

- The other keynote speaker was Dr. Paul Hernandez, who talked about “real talk” and how to humanize the coursework and curriculum and how it feeds student success.
- Reinforced the work EVC is doing around caring campus and humanizing curriculum and instruction; it is what students want in terms of success.
- District-wide enrollment summit Friday, November 4 will include many individuals from EVC.
 - Participants representing EVC will include representatives from Classified Senate and Classified Professionals, Academic Senate, and managers.
 - EVC is hosting.
 - Will be looking at strategies and what they are doing around enrollment.
 - Enrollment not just about new students, but also around retention.
- Sobrato Foundation awarded EVC a two-year \$250,000 grant to support the First Year Experience Program.
 - Thanked Josh Russell, Ebonnie Berry, and Sarai Minjares for their work.
 - Have seen the results of the First Year Experience Program.

H. Meeting adjourned at 2:45 p.m.



COLLEGE COUNCIL MEETING MINUTES
October 24, 2022

Present: Andrea Alexander, Vicki Brewster, Tammeil Gilkerson, Tina Iniguez, Garry Johnson, Juan Manriquez, Steven Mentor, Sarai Minjares, Jemima Olufade, Matais Pouncil, Josh Russell, Howard Willis

Also Present: Emily Banh, Penny Garibay (minutes), Raniyah Johnson, Tejal Naik, Bryana Perez

Absent: Ebonnie Berry, Ayan Dalmar, Arshmeet Kaur, Sarai Minjares

A. Meeting called to order at 2:02 p.m.

B. Adoption of Agenda – M/S/P (Johnson/Cornish)

C. Approval of Minutes – October 10, 2022

Added to minutes that Emily Banh was present at meeting.

M/S/P (Russell/Cornish)

D. Public Comments – none.

E. Recognitions/Announcements

Josh Russell announced that Evergreen Valley College was ranked 15th on the 2022 Best Community Colleges in the country as announced by College Consensus.

Steven Mentor noted that October 24 through October 28 is Equity Week. Faculty and students are getting together across the state to bring awareness to equity issues. It is a time of education and activism that draws attention to working conditions of faculty working with temporary, low-paid contracts, which now constitute the majority of college instructors. On Thursday they will join with other colleges and meet up for a press conference at Mission College.

F. Information/Discussion

1. Open Educational Resources Initiative Presentation

A presentation was provided by Professor Tejal Naik.

- Main objective is to make it easy for faculty to adopt Open Educational Resources (OER) for their classes.
- Need to make sure the OER is low cost or no cost, saving students hundreds of dollars in textbooks.
- Promotes racial equity and humanizing curriculum.
- Two objectives are to get faculty involved and to make it easy to use.
- The materials can be customized and are not limited to one textbook.
- Ensuring that OER is up to standards; good as, if not better, than textbooks.
- Should be ready by fall 2023.
- Faculty can attend workshops and receive one-on-one support.
- Many colleges are pursuing OER aggressively; Consumnes River College hopes to be textbook-free by 2024.
- Canvas friendly.

2. Institutional Definitions Discussion: Opportunity, Equity, Social Justice, Anti-Racism, Racial Equity

President Gilkerson spoke to the item.

- Educational Master Plan was recently adopted where EVC's goals are outlined.
- Elevate the values of the District, but there isn't a working definition of the language.
- To operationalize and work as a college on anti-racism and achieving racial equity and social justice, should have some shared definitions to be looked at throughout the institution.
- SJECCD web page includes the District's values – Opportunity-Equity-Social Justice – and the explanation shown for each.
- Operationally could be difficult for the college if there aren't shared definitions that could be used in every governance committee.
- Need to be clear where we are going as an institution.
- Having the operational framework will help those new to the institution.
- Could mean the leadership goes back to their constituents and asks them what their definition of these terms are and brings back at the next meeting to have a working session.

Vicki Brewster stated it would be a good idea for the leadership to go back to the constituent groups to receive their feedback. She also felt that it would be a good to have a subcommittee responsible for tallying the definitions.

Following feedback from College Council, President Gilkerson stated that a portion of the next meeting would be set aside to discuss the definitions and asked that leadership take the information back to their constituents to receive feedback to share with College Council.

3. Discussion: Structuring Committee to Drive Institutional Effectiveness, Equity, & Student Success

President Gilkerson stated there are formalized committees that receive reports, etc., but not sure they are they setup for success. Sometimes spending time in discussion and then working through something can be much more regenerative for committee members and for driving institutional change.

Josh Russell feels the most effective committees and non-profit boards he's been on are those that set aside time for strategic conversation versus just report-out mode. He feels that having this built into College Council could be beneficial. He suggested more time for strategic conversation so everyone is moving toward the goal, working collaboratively, versus a passive goal.

Garry Johnson noted that Academic Senate receives a lot of good information as they have a number of people at the start of each meeting report back on committee happenings. He's very much in favor of updating the committees.

Josh Russell suggested that instead of carving out that time to receive a verbal report, a written report be shared in advance so that everyone can review and be prepared to discuss.

Garry Johnson suggested that tasks be assigned to specific individuals to ensure there is follow-through and ultimately are completed.

G. Action

1. Institutional Self-Evaluation Report (ISER)

VP Pouncil noted that the document is available on the college's website and has been reviewed by college constituent groups. It will be presented to the Board of Trustees as first-read October 25 and then for Action at the November 15 meeting.

Garry Johnson asked about whether there would be some sort of card or a meeting to share with the campus as to potential questions that may come up with the accreditation team. VP Pouncil stated there will be a full campaign to assist the college with what to expect when the time draws closer to the accreditation visit.

M/S/P (Johnson/Brewster)

H. Reports

1. President's Report – President Gilkerson

a) Updates

- Cybersecurity challenge is taking place this week. There are daily drawings for a \$50 gift card for those that sign up for multi-factor authentication. Everyone is encouraged to sign up.
- Tomorrow's Board of Trustees meeting will include a presentation on the ISER, as well as a presentation on the All African Diaspora Education Summit.

I. Meeting adjourned at 3:15 p.m.



**COLLEGE COUNCIL MEETING MINUTES
November 14, 2022**

Present: Andrea Alexander, Ebonnie Berry, Vicki Brewster, Ayan Dalmar, Tammeil Gilkerson, Tina Iniguez, Garry Johnson, Arshmeet Kaur, Juan Manriquez, Steven Mentor, Jemima Olufade, Matais Pouncil, Howard Willis

Also Present: Henry Estrada, Penny Garibay (minutes), Antoinette Herrera, Raniyah Johnson, Bryana Perez

Absent: Sarai Minjares, Josh Russell

- A. Meeting called to order at 2:00 p.m.**
- B. Adoption of Agenda – M/S/P (Brewster/Cornish)**
- C. Approval of Minutes – October 24, 2022 – M/S/P (Cornish/Kaur)**
- D. Public Comments**

Henry Estrada noted that Amazon was initiating major lay-offs, and other large companies have suggested there will be layoffs; an indicator that a recession is coming. He asked College Council to think bigger as to where the college is headed and influence the committee that does the faculty prioritization that the rubric consider other factors. He noticed that counseling positions were way down on the Faculty Prioritization list. If the college goes forward with the plan from the Chancellor, additional counselors will be needed. His understanding is that EVC has lost some counselors through the years and they have not been replaced. He noted that typically after a recession begins in the private sector, the public sector is impacted the following year.

E. Recognitions/Announcements

Vicki Brewster thanked President Gilkerson and the other administrators for the Classified Professionals appreciation event. The Classified Professionals had a great time and appreciated the efforts by the administrators.

Tina Iniguez noted that the men's soccer team had an exciting game Friday. They tied, so are in second place in the conference and are moving on. EVC has three soccer players up for All-American athletes. It is GPA-based, which has been difficult to maintain due to a lot of away games.

Tina Iniguez announced that the Nursing department will have a pinning ceremony December 15 for the graduating class. There was a hiccup with their preceptorship assignments and the faculty stepped in to make sure that Valley Med stepped up and got the students their preceptorship so they could graduate. The students saw the extra steps the faculty took to make sure that happened and they saw that students at other schools didn't receive that same kind of support.

F. Information/Discussion

1. Student Equity Plan

Raniyah Johnson shared a presentation. The plan was shared with College Council via email.

- Raniyah noted that it's being called Equity Plan 2.0 due to nationwide happenings.
- The Equity Plan work ties directly to the Educational Master Plan.
- They are looking to have policies be intentional.
- Very race conscious; no longer afraid to talk about it.
- Looking at how EVC is using the funding to support the equity happenings on campus.
- Important to talk about that some groups may not be mentioned, but they are also being taken care of.
- Tied directly to Guided Pathways.
- There are five metrics.
 - Successful Enrollment
 - Completed Transfer Level Math and English
 - Persisted from First Primary Term to Subsequent Primary Term
 - Transfer
 - Completion
- Looked at institutional data.
- The needle has not been moving.
- Decided to have a goal of 3% increase across the board.
- At Enrollment Summit, it was encouraged to post the numbers.
- They are talking about a lot of tools and how to embed the Equity Plan in them.
- Looking at how to align the Educational Master Plan with this work.
- They are looking at how to integrate services to meet the goals.
- They are talking about extended outreach.
- Need to ensure students feel welcomed.
- Amazing work has been done with the early alert team.
- Transfer events and workshops have been successful.

It was asked that College Council report back to their constituency for feedback; comments are welcomed.

Vicki Brewster asked when they need the feedback by. Raniyah Johnson responded that it would preferably be by November 28 so they have time to incorporate it into the document before submitting to the state November 30.

Tina Iniguez asked what the source of the funding was and Ebonnie Berry responded that it's from Student Equity funding.

President Gilkerson stated they are trying to put the money in the hands of the programs sooner. There are groups that are already serving many of the disproportionately impacted students, so the question is why make them go through the proposal process each time as it's important to support their good planning. The hope is that through the budget committee they look at what is coming out of program reviews and asking how it ties to the Educational Master Plan, Student Equity Plan, and disproportionately impacted students. They can look at whether a group is using Equity funding, then asking for general funds, and see if there is an opportunity to braid those dollars together to be more intentional about the use of funds. President Gilkerson noted that she has had conversations with different groups that are siloed in the way they think about the dollars and what they are doing versus expansively thinking that the work they do crosses many opportunities, so there is a lot more opportunity to work together across the areas. With the adoption of a resource allocation process, everything becomes more transparent and integrated. It's starting to happen with the Educational Master Plan, the Student Equity Plan, and with some of the committees restructuring to support the work.

2. Faculty Prioritization

Dr. Pouncil and Dr. Johnson co-chaired the committee and shared the information with College Council.

- Copies of the list were provided to College Council.
- Outcome was the result of a multi-month process.
- Started the process early September.
- Committee included three Deans, two VPs, and six faculty representing various divisions.
- College Council-approved rubric was used.
- Faculty and their respective divisions were provided three weeks to review the data, the program review, and have conversations locally about the needs of their areas.
- Applications were submitted and presentations provided.
- Thanked Hazel De Ausen as a lot of data was needed during the process.
- Committee ranked each from 1 to 28; lowest score determined ranking as it was a reverse ranking.
- They plan to make changes for future, such as adding additional time for discussion.
- There is a timing issue in that they need to move forward so that the positions can be posted to interview in the spring.

Tina Iniguez noted that it's an emotional and sometimes frustrating process. If someone leaves a position, the position isn't automatically filled; they have to compete with one another to figure out how to leverage their position over others. It was a disappointment to see the counseling positions ranked so low, but was encouraged to see Computer Science on the list. She feels they need to continue to make changes to the rubric.

There were questions about the criteria and how the positions were ranked. The committee's co-chairs responded, noting that there is a rubric that includes the criteria that the committee follows when scoring. The rubric was approved by College Council and includes information such as FTES, courses, section count, presentations, vacancies, retirements, program review, and accreditation requirements. Accreditation requirements, SLO completion, and effectiveness of the course in the program are also considered. It was noted that Guided Pathways is in there, but they could call that out more. The specific reasons an individual ranked a position a certain way were not included in the process, but it is something they will look at closer for the next cycle. They plan to add additional time for discussion among the committee members to better understand how each individual arrived at their ranking.

M/S/P (Johnson/Kaur) – Move Faculty Prioritization from Information to Action.

President Gilkerson noted that this is an in-between stage. The Educational Master Plan is much more intentional and tied to Guided Pathways and completion, eliminating equity gaps. Ideally program reviews that are happening now, comprehensive reviews and annual reviews that will happen will also inform what is being written so committee members can see a stronger alignment. This will all tie in better moving forward to make the faculty prioritization process clearer. President Gilkerson also noted that 50% law also comes into play when making sure the college meets the faculty obligation number, while also ensuring the positions that are not what the state considers direct instruction, such as counselors, librarians, and technology, are also prioritized.

Ayan Dalmar asked if College Council wanted to learn why committee members voted the way they did, if that would be part of the current process or in the next process. President Gilkerson responded that it would be their right to have it considered in this process. She stated that she has heard the co-chairs commit that the committee will include more of that

in the next cycle. She stated that any changes to the process/rubric would come back to College Council for approval.

**Action: Faculty Prioritization
M/S/P (Johnson/Brewster)**

3. Student Housing Update

President Gilkerson shared a presentation that is to be provided to the Board of Trustees at the November 15 meeting.

- SB 169 is designed to provide one-time grants for the construction of student housing.
- Directed at single students as currently SB169 does not allow for family housing; will be advocating this year to change that.
- Based upon analysis, the site identified as best for this purpose is where the child development center currently resides.
- The shared suite configuration is very different, setting EVC apart from the housing options others are submitting.
- The facility will have three-levels.

M/S/P (Johnson/Brewster) – Table Information items F.4. and F.5. due to time constraints.

G. Meeting adjourned at 3:30 p.m.



**COLLEGE COUNCIL MEETING MINUTES
November 28, 2022 (REVISED 03-27-23)**

Present: Andrea Alexander, Ebonnie Berry, Vicki Brewster, Ayan Dalmar, Tammeil Gilkerson, Tina Iniguez, Garry Johnson, Arshmeet Kaur, Juan Manriquez, Steven Mentor, Sarai Minjares, Jemima Olufade, Matais Pouncil, Josh Russell, Howard Willis

Also Present: Vince Cabada, Fahmida Fakhruddin, Penny Garibay (minutes), John Kaufmann, Lisa Hays, Eric Narveson

A. Meeting was called to order at 2:00 p.m.

B. Adoption of Agenda – M/S/P (Brewster/Cornish)

C. Approval of Minutes – November 14, 2022 – M/S/P (Brewster/Cornish)

D. Public Comments – None.

E. Recognitions/Announcements – None.

F. College Committee Chair Reports (5 minutes each)

1. College Budget Committee

Lisa Hays provided a verbal report.

- Goals for Committee:
 - Create a rubric for reviewing program allocation requests for funding.
 - Training for committee members on how to use rubric.
 - Q&A sessions for departments about our process using rubric.
 - Use rubric at end of year to fairly distribute funding.
 - Continue to learn about budget process and how Funds are used.
 - Update the CBC handbook for new members.
- As the Chair, Lisa Hays continues to devote time to learn budget processes. She attends the District Budget Committee meeting each month and sends out a review each month; sharing information with Academic Senate and the College Budget Committee.
- Noted the Chair of the College Budget Committee receives 30% release time, when other Chairs receive 40%; would like to be considered for 40%.

2. College Safety & Facilities Committee

Vince Cabada provided a verbal report.

- Goals for Committee:
 - Engage in discussions with Key Personal (i.e., Chief of Police, VP Administrative Services and District AVC) for updates on campus development/upgrade.
 - Evaluate and provide feedback on Facilities and Safety.
 - Communicate Safety and Facilities Initiatives to EVC campus.
 - Develop a system to receive safety and facility concerns.
 - Update SFC webpage and documents to communicate initiatives and other information to the College, including highlights of current projects.

3. **College Technology Committee**

Steven Mentor provided a verbal report.

- Committee now has student representation.
- Printing seems to be an issue; District is looking at new vendors.
- Have discussed a potential recommendation to move to Google docs.
- CTC Goals:
 - Have a full time Distance Education coordinator position.
 - Fund Peer Online Course Review (POCR) for peer observation.
 - Negotiate a better peer observation form for faculty/Deans.
 - Maintain progress as an Online Education Initiative (OEI) campus.
- Updating the EVC Technology plan
 - Considering coordinating changes in the plan with SJCC.
 - Create appendix with EVC technology accomplishments in the last few years.
 - Cybersecurity is a big issue.
 - Cybersecurity mesh architecture (CSMA).
 - Working with District Technology Committee on multi-factor authentication.
- Looking to the future technology needs.
 - Work/life balance and technology.
 - Telecommuting technology.
 - Email creep and possible limits on email as work.
 - Technology as part of the answer to enrollment crisis.
- Evaluating the EVC Website

4. **Institutional Effectiveness Committee**

Fahmida Fakhruddin provided a verbal report.

- Institutional Self Evaluation Report (ISER)
 - ISER draft was approved by the Board at the November 15 meeting.
 - Deadline for sending feedback is November 30.
 - Final ISER will be uploaded to ACCJC December 15.
- Educational Master Plan (EMP)
 - President Gilkerson held a campus-wide EMP Implementation Plan forum October 31 to focus the collective efforts on shortening students' time to educational goal completion and eliminating equity gaps in goal completion.
 - Departments/programs were requested to complete the EMP implementation sheet to record their goals and key actions; to be sent to President's office by December 2.
- Program Review
 - 22 Comprehensive Program Reviews are due this year. Seven late program reviews deferred from last year. Total of 29 program reviews due for 2022/2023 cycle.
 - Assigned mentors and second readers to the program review authors in September.
 - Program Review Training Sessions held in September and October to help the program review authors with their program reviews.

5. **Professional Development Committee**

John Kaufmann provided a verbal report.

- Professional Development Conference/Travel Funding

- Updated form; kept it to two pages, but provided links within document to provide additional references.
- Goals for 2022/2023:
 - Update to Concur System.
 - Website updates/added video tutorial.
 - Increase funding caps.
 - PDD sessions and open houses for application support.
 - Share out board meeting dates/deadlines to address requests for international travel.
 - Work with Kathy Tran to address ways to support requests coming in during summer.
 - Increase Overall Applications and Funding Awards.
- Professional Development Days
 - Improvements:
 - Involved academic programs in student panel.
 - Web-based agenda.
 - Attendance via QR code (aided basic needs opportunity).
 - Post-event feedback form.
 - Areas of growth:
 - Transition to onsite food service.
 - Make feedback form part of initial experience.
- January 2023 Professional Development Day
 - January theme: Vital Connections/Vibrant Campus.
 - Informative and Interactive opening session in the theater.
 - Working to include many breakout sessions.
 - Lunch organized by food sub-committee; there will be an activity during lunch.
 - Division meetings in the afternoon.
 - IT drop-in support will be available in afternoon.

6. Student Equity Committee

No report was provided as the committee Co-Chairs were unable to attend.

G. Information/Discussion

1. Diversity Action Council Charge

As members of the Diversity Action Council were unable to attend, President Gilkerson presented the updated charge to College Council.

- Committee previously focused more on equal employment opportunity; has been updated to reflect a broader focus, as shown in the revised charge.
- Being more thoughtful about aligning with College mission and vision.
- New charge raises awareness with action and prevention with regard to sexism, racism, ageism, classism, heterosexism, ableism, and other forms of categorical prejudice and discrimination.
- Previously reported to the President, but now will report into College Council.
- Will plan and coordinate diversity calendar of events.
- Highlighted the changes in membership, including the representatives from divisions can be a classified professional or faculty member.
- Director of Student Development & Activities and President will co-chair.

Garry Johnson expressed his appreciation for the work they've done in updating the charge and committee members. He suggested that it be mandatory that each division have a representative in attendance as there is a history of lack of attendance.

VP Alexander requested there be nine representatives from divisions so that there is a representative from Administrative Services.

2. College Resource Allocation Request Ranking Rubric

VP Alexander presented with Lisa Hays, College Budget Committee (CBC) Chair.

- Handout of the rubric was shared.
- CBC has been working on the rubric and presented the final document for College Council approval.
- Presenters explained the various sections of the rubric.
- The needs will be based on the Educational Master Plan.
- This will integrate with program review to determine who/where funds go.
- Review will take place yearly.
- Funding requests need to be program-based.
- A portion of the rubric includes funding the program received the prior year.
- Requests need to be itemized as most times there won't be enough money to fund every request, but it's possible to fund portions of requests.
- Manager assessment is part of the process as they will be involved in prioritizing for their area.
- The CBC will assess where applicable.
- All of the information needs to be part of the program review.
- Assistance will be provided to individuals completing the rubric as the process is new.
- Program review can be done annually, if needed, which can assist in addressing new fiscal needs.
- Will tie into Institutional Effectiveness, creating even more transparency.

3. Institutional Definitions Discussion: Opportunity, Equity, Social Justice, Anti-Racism, Racial Equity

- This is a continuation of the discussion from the two prior College Council meetings.
- Handouts were shared.
 - Ayan Dalmar shared a document that included input from Associated Student Government
 - Steven Mentor shared an article entitled, "What is Educational Equity and Why Does It Matter?"

VP Pouncil noted that Academic Senate has established a sub-committee to review a list they have related to institutional definitions.

President Gilkerson suggested this be part of a session at PDD. She also suggested that College Council identify a workgroup. Volunteers for the workgroup were: Vicki Brewster, Ayan Dalmar, Teneka Cornish, Josh Russell, Sarai Minjares, and Matais Pouncil.

Garry Johnson inquired whether Emily Bahn could be part of the group. President Gilkerson responded that Emily Bahn could be part of the workgroup should Garry Johnson decide to appoint her as his proxy.

H. Action

1. Student Equity Plan

Presented as Information/Discussion at November 14, 2022 meeting.
M/S/P (Johnson/Brewster)

I. Reports

1. President's Report – President Gilkerson

a) Report Back on November 14, 2022 College Council Recommendation to Approve:

o Faculty Prioritization

President Gilkerson thanked the Faculty Prioritization Committee and the College Council for their work.

President Gilkerson noted that she received recommendations for 28 positions. The decision has been made to move the following seven positions forward.

1. Administration of Justice
2. Computer Science
3. Counselor (General)
4. Engineering
5. Kinesiology & Athletics (Men's Soccer)
6. Mental Health Counselor
7. Psychology (Biological Psychology)

- Distance Education Coordinator was not moved forward. High-quality distance education is essential and the role of a faculty coordinator important; however, after considering multiple factors, determined the position does not support tenure-track. Most of the submission cited duties that should be evaluated to determine if they are best-supported long-term by a faculty member or a different employee classification. As the distance education will strengthen over time, the position in the currently imagined configuration may not be needed in the coming years. Instead, President Gilkerson is committing to hiring a temporary, full-time distance education coordinator for the next two years, with an evaluation of the College's needs after that time. Grant funds could always be considered for long-term.
- The Nursing, Medical Surgical, position was not moved forward. Two of the five Nursing positions were recently filled, but EVC is still hiring for the remaining three positions. It did not seem to be the right time to add another position, but instead to focus on filling the three positions. This can be added back in during next year's prioritization process.
- A General Counselor position was moved up the list given EVC's educational master plan. There are ten general counselors, but a number of them are on reassigned time, in addition to two recent retirements, which then makes the number very small. Following the Enrollment Summit and based on where EVC is and areas being redesigned, it was an important area to address.

J. Meeting adjourned at 3:33 p.m.



**COLLEGE COUNCIL MEETING MINUTES
December 12, 2022**

Present: Ebonnie Berry, Vicki Brewster, Tammeil Gilkerson, Tina Iniguez, Garry Johnson, Juan Manriquez, Sarai Minjares, Jemima Olufade, Matais Pouncil, Howard Willis

Absent: Andrea Alexander, Teneka Cornish, Ayan Dalmar, Arshmeet Kaur, Steven Mentor, Josh Russell

Also Present: Penny Garibay (minutes), Raniyah Johnson, Bryana Perez

A. Meeting was called to order at 2:08 p.m.

B. Adoption of Agenda – M/S/P (Johnson/Berry)

C. Approval of Minutes – November 28, 2022 – M/S/P (Minjares/Johnson)

D. Public Comments – None.

E. Recognitions/Announcements

- VP Willis acknowledged the phenomenal work of the faculty and staff involved in the Resource Fair.
- Vicki Brewster announced that Classified Senate and Associated Student Government have organized a toy drive. An email has been sent to the college with the details. They will be sponsoring KinderCare to support low-income, pre-school aged children in the community. The toy drive ends December 14 and the toys distributed December 16.

F. Information/Discussion

1. Accreditation: EVC Institutional Set Standards & Aspirational Goals Standard for Student Success.

Hazel De Ausen provided a presentation.

- Institutional Effectiveness Committee (IEC) approved the Institutional Set Standards & Aspirational Goals Standard for Student Success November 21, 2022.
- Course Success Rates: Institution Set Standard 72.0%; stretch goal 75%.
- Certificates: Institution Set Standard 100; aspirational goal 125.
- Associate Degrees: Institution Set Standard 700; stretch goal 758.
- Transfers (to four-year institution): Institution Set Standard 700; stretch goal 1,062.

Dr. Johnson inquired whether the transfer number includes students that have only transferred or if they completed enrollment in the four-year institution. Dr. De Ausen responded that the numbers reflect students that completed the enrollment process with a four-year institution.

Dr. Gilkerson asked about the course success rate, and why they would set the standard at 72.0% when the college is already achieving 75.0%. Dr. De Ausen responded that the IEC approved the minimum because the college is penalized if it falls below the stated number.

They are keeping it stable as the numbers before COVID, 2019/2020, were at 75.3%. The stretch goal can be higher, but if it's not met, the college isn't required to provide an explanation to ACCJC why it occurred. It's a conservative percentage.

Dr. Gilkerson noted that the numbers don't feel aspirational when numbers have been well over 700; it feels safe and she would like to understand the rationale. Dr. De Ausen responded that there is a formula for aspirational goals, which includes IEC looking at the data trends; it's up to the group if they want to note a higher number. Dr. Gilkerson noted the Educational Master Plan (EMP) is about increasing degree completion and questioned whether these numbers align with the EMP.

Dr. Johnson stated he understands the conservative approach as they tend to do the same in Nursing; if they don't meet it, the nursing accreditors come back and say they didn't meet it. He stated since EVC enrollment has been down a lot lately, it's reasonable to be conservative and wait another year to increase those numbers. Vicki Brewster questioned how many years it needs to be consecutive in order to justify changing the number. Dr. De Ausen responded that IEC looks at five-years' worth of data.

Ebonnie Berry noted that she would also like to see performance-based true vocational certificates. Dr. De Ausen stated she would add the information to the graph.

Dr. Gilkerson inquired whether the information always comes mid-year. Dr. De Ausen responded that it needs to be that way due to the data they include in their reports. Dr. Gilkerson inquired whether it could be set for multiple years. Dr. De Ausen said it could include multiple years. VP Pouncil stated that he has not seen it be set for multiple years. He feels that most colleges want to be conservative, but understands the request for the rationale behind the information.

Dr. Gilkerson stated she is not as concerned about the set standard, but it's more about the aspirational goal and questions whether anyone is actively doing anything after the goal is set. When you set it mid-year, half the year is already over. It's important to determine how it could be made actionable versus just what the college needs to do for accreditation. We could scaffold it to make it more effective. An example could be how students are doing with online courses versus in-person or hybrid. Then there is more information to go deeper and determine where additional support may be needed. Dr. Johnson noted that with nursing, if they fall below a certain level, there is an audit; maybe make these areas something actionable in-house in the event something falls below a certain level. Dr. Gilkerson agrees that would be a good area to start; if areas fall below the 72%, make it an institutional actionable item.

Dr. De Ausen will be moving the information forward for Action at the next College Council meeting, but if she receives the number for transfers by then, she'll update the information.

Dr. Gilkerson stated she would like to know the rationale/methodology behind the numbers proposed for her to approve it once it passes College Council.

G. Action

1. Diversity Action Council Charge

Garry Johnson stated he had two issues to note with regard to the third bullet point. One is that JEDI is not consistent with other documents on campus and two that in order to

implement on-going training, although he supports this, it would not fall under the purview of the Diversity Action Council as it falls under Academic Senate. There is policy that faculty must follow, and this cannot be included as it wouldn't be compliant with Ed Code. President Gilkerson asked for clarification, whether the suggestion was to change JEDI to DEIA to be consistent with other documents, and this was confirmed. With regard to the reference to training, it was determined to change "professional development" to "training" and change "faculty and staff" to "employee".

M/S/P (Brewster/Berry)

2. College Resource Allocation Request Ranking Rubric

- Garry Johnson asked whether a due date should be noted. President Gilkerson stated that all comprehensive program reviews are due at the end of November.
- President Gilkerson went through the steps of the timeline.
- Garry Johnson inquired about the various funds that would be considered as part of this process. President Gilkerson clarified that it would be general fund dollars, but that as part of the process, programs would be asked about whether they are receiving other funds, such as grants.

M/S/P (Johnson/Minjares)

H. Reports

1. President's Report – President Gilkerson

a) Report Back on November 28, 2022 College Council Recommendation to Approve Student Equity Plan.

President Gilkerson accepted the Student Equity Plan.

I. Meeting adjourned at 3:05 p.m.



COLLEGE COUNCIL MEETING MINUTES
February 13, 2023

Present: Andrea Alexander, Vicki Brewster, Teneka Cornish, Ayan Dalmar, Tammeil Gilkerson, Tina Iniguez, Garry Johnson, Arshmeet Kaur, Steven Mentor, Sarai Minjares, Matais Pouncil, Josh Russell, Howard Willis

Absent: Ebonnie Berry, Juan Manriquez, Jemima Olufade

Also Present: Colleen Calderon, Hazel De Ausen, Fahmida Fakhruddin, Penny Garibay (minutes), Eric Narveson, Shreeyukta Singh

A. Meeting was called to order at 2:00 p.m.

B. Adoption of Agenda – M/S/P (Minjares/Cornish)

Item F.3., Institutional Definitions Discussion, was removed as it was placed on the agenda in error.

C. Approval of Minutes – December 12, 2022 – M/S/P (Brewster/Russell)

D. Public Comments

Tina Iniguez noted that the District is proposing an increase to non-resident tuition. She is saddened that the District is considering this, but is impressed by the students' leadership and activism as they've mobilized to address the matter.

E. Recognitions/Announcements

- Garry Johnson recognized student Fabian Ortiz, who is a graduate from EVC's Nursing program. Fabian has an incredible backstory and is currently working in a pediatric care unit at Valley Medical Center (VMC). Fabian received the Daisy Award, which is an award where patients and their families submit the nominations. There is a large picture of Fabian in the lobby at VMC, and Garry hopes EVC will also recognize Fabian's accomplishments.
- Vicki Brewster provided a reminder that it is Black History Month. The theme is "Telling Our Story". The next event, Telling Our Story Through Art, is February 14 and will feature a discussion with and art exhibit by artist Charles Rogers inside the VPA Art Gallery. February 28 will be Telling Our Story Through Radical Advocacy, featuring a discussion with author and activist Charlene Carruthers on "Building on the Dream: Continuing a Black Radical Tradition in the Movement for Black Lives". There will also be several workshops during the month for students.
- Tina Iniguez noted that Student Services will be providing Time Management Workshops. Time management and trying to figure out the work and school balance is on the list of things students have shared they struggle with to complete their degree.
- President Gilkerson noted that Ebonnie Berry did a great job with the video highlighting Financial Aid Awareness Month and Black History Month. Ebonnie articulated the intersection and importance of both recognition months in a beautiful way.

F. Information/Discussion

1. Annual Update and Resource Request

- Fahmida Fakhruddin shared the steps on how to submit a proposal for resource requests using CurriQunet.
- Those that are due for program review do not need to submit the form as it will be part of the program review process.
- Only those that are not due to submit program reviews, but would like to request funds, need to submit the Resource Request Form via CurriQunet.

2. College Resource Update and Budget Updates

VP Alexander provided a presentation.

- Every department that is requesting any type of discretionary funds must submit using the Resource Request Form.
- The form is used for all funding requests, including funding requests for faculty and classified professionals.
- The requests for faculty positions will go through the faculty prioritization process and classified position requests will go through the classified prioritization process.
- Economies of scale will be considered in the event multiple areas have funding requests for the same item(s).
- The Resource Request Ranking Rubric approved by College Council will be utilized.
- The rubric indicates how many points each area is worth. The more complete the information provided, the better to assist the committee when scoring each request.
- A lot of collaboration has occurred to reach this point.
- It's a transparent process so that people know why they were or were not funded.
- Budget workshops have been scheduled. More will be added as needed.
- They are preparing a FAQ page, which will also be shared.

G. Action

1. Accreditation: EVC Institutional Set Standards & Aspirational Goals Standard for Student Success

VP Pouncil noted the item was provided to College Council as information/discussion at the December 12 meeting and is being brought back for action. It will be submitted for action at the next Academic Senate meeting.

Hazel De Ausen noted that the only change since it was provided as information is the number of students that transferred out of state and to in-state private institutions.

Garry Johnson motioned to approve; Vicki Brewster seconded.

President Gilkerson inquired as to why it was being submitted for action to College Council before Academic Senate has acted on it. Hazel De Ausen responded that previously it was submitted at two meetings for Academic Senate; one as Information and one as Action, but they now had it go through three meetings; first as Information, then as Discussion, and then for Action.

Following a brief discussion, Garry Johnson submitted a motion to table the item until it has been approved by Academic Senate. **M/S/P (Johnson/Brewster)**

H. Reports

1. President's Report – President Gilkerson

a) Report Back on December 12, 2022 College Council Recommendation to Approve:

- **Diversity Action Council Charge**
President Gilkerson accepted the Diversity Action Council Charge.
- **College Resource Allocation Request Ranking Rubric**
President Gilkerson accepted the College Resource Allocation Request Ranking Rubric.

b) Other Updates

- EVC has submitted the request to the state for a student housing project.
 - Will not receive word back until June/July.
 - Co-authored a brief that went to the state regarding the need to expand the student housing program, considering other items such as access to food. It's important that anyone in advocacy positions prioritize this as the state is looking at a deficit. The Governor is looking at holding back funds, but in the meanwhile, construction costs increase.
- EVC enrollment is doing well, but have held back on reporting due to the substantial increase in fraudulent enrollment.
 - Fraudulent enrollment involves rings of people; it's not just individuals and is not a small number.
 - Kudos to Sam Morgan and Ebonnie Berry for their efforts as 500+ students have been determined fraudulent. Thank you to everyone for the collective efforts.
 - FTES is 2,234. Same time spring 2020 was 2,777; a difference of 543.
 - This shows the numbers have improved in terms of more students taking more units, which ties into EVC's goal of shortening students' time to completion.
 - Number of students taking 15 or more units has increased. In spring of 2020 there were 537 students; spring 2023 there are 650 students. When considering the number of students where some of the units are at SJCC, the number increases to 1,046.
 - Looking into the patterns; i.e., courses students are taking at SJCC that they weren't able to take at EVC.
 - Conversations with the students have helped to understand that it's the ancillaries and other items that are more costly for them.
 - Looking at things such as open educational resources, ZTC, no-cost degrees, and other ways to decrease the total cost for students to attend EVC.
- Students by race and ethnicity since 2020.
 - Numbers for Asian and Pacific Islander populations in K-12 have been plummeting across the board in Silicon Valley. There has also been a decline at the college level.
 - In spring 2020, EVC had 3,898 Asian-identified students (not disaggregated); spring 2023 is 3,188.
 - Latinx student population was 3,508 in spring of 2020; spring 2023 is 3,317.
 - African-American student population was 209 in spring 2020; spring 2023 is 252.
 - Students who identify two or more races was 118 in spring 2020; spring 2023 is 200.

- Hawaiian Pacific Islander student population was 36 in spring 2020; spring 2023 is 18.
- White student population was 598 in 2020; spring 2023 is 630.
- First Nation student population was 31 in 2020; spring 2023 is 33.
- Although EVC is not where it was in 2020, the college is on a good trajectory. The areas where EVC is gaining is a good marker of the work being done.
 - Many colleges do not yet have their faculty and staff back to in-person and they see it in their enrollment.
 - The energy and vibrancy on campus does make a difference.
 - There are more late-start courses. Currently 172 versus 34 in 2020.
- Participated in conversation today at SJCC called Voices from the Ivory Tower, which was led by Dr. Khalid White.
 - Addressed questions related to institutional barriers that continue to stand in place.
 - Dr. White's research has centered on Black faculty and staff and Black students and their belonging.
 - Reminder to push outside of how you usually think, and late start courses is an important piece of that as students want a compressed timeline to finish quicker. It's important for the institution to have these conversations around accelerated models for completing a degree or certificate.
- The Board of Trustees is not moving forward with the proposed location for the East San Jose Expansion. Will be going back to the drawing board and reevaluating other options.

I. Meeting adjourned at 3:00 p.m.



COLLEGE COUNCIL MEETING MINUTES
February 27, 2023

Present: Andrea Alexander, Ebonnie Berry, Teneka Cornish, Ayan Dalmar, Tammeil Gilkerson, Tina Iniguez, Garry Johnson, Sarai Minjares, Matais Pouncil, Josh Russell, Howard Willis

Absent: Vicki Brewster, Arshmeet Kaur, Juan Manriquez, Steven Mentor, Jemima Olufade

A. Meeting was called to order at 2:03 p.m.

B. Adoption of Agenda – M/S/P (Minjares/Cornish)

Item F.3., Institutional Definitions Discussion, was removed as it was placed on the agenda in error.

C. Approval of Minutes – February 13, 2022 – M/S/P (Russell/Cornish)

D. Public Comments

- Tina Iniguez stated that she loves working at community colleges as they make such a difference in lives. Many students cannot speak out, but she is amazed that Evergreen Valley College is raising leaders for the future and possibly changing the world. EVC has a safe space and students are heard. She has seen that with other groups on campus. She noted one student recently received an engineering job and another recently published a book on happiness. She stated that “we all did this”.
- Garry Johnson stated that faculty have been discussing the international fee increase. He feels sad and a sense of futility about it. The District went through a resource allocation model (RAM) process that went on for six years and eventually failed as the Board of Trustees did not support it. The discussions among his colleagues is around not supporting students at a time when we’re having conferences about how to increase enrollment. How do we support these students as many are from families with little financial resources? He stated it is not a requirement to increase the fee, but because there is no RAM, the District can do this.
- Ayan Dalmar addressed the fee increase and shared that what students talked about most, as a result of the Board of Trustees’ meeting, was how concerning the lack of transparency was, especially going through student channels. Whenever it’s been proposed in the past they’ve had someone attend a student government meeting to at least provide the courtesy of an introduction and description. They’re trying to figure out why it was different this time as everything was silent. This is one of the questions they have going into tomorrow’s Board of Trustees’ meeting.

E. Recognitions/Announcements

- Sarai Minjares noted that the prior Friday they did their Caring Campus reboot and it went really well. They accomplished what they wanted and had a good turnout. She thanked the administration for supporting this endeavor and asked they continue to encourage staff to participate. Their core team is now only five, so they’re really concise and student-focused. They will present the new vision at PDD.

- Tina Iniguez noted they had their grad fair the prior week. There was a line out the door. March 24 is the due date for grad petitions. They had counseling present, doing quick check-ins, which was really helpful. There is a second one planned.
- VP Pouncil acknowledged the Lunar New Year program sponsored by ASPIRE and student life that took place last week. It was an event with a lot of activities, including martial arts, dancing, music, live entertainment, and food. Community partners participated and it was very well attended.
- Tina Iniguez announced that early alert cycle starts next week, March 6-10. It's a time where they can intervene to provide students the needed services. It's a great effort between student services and academics. 60 faculty participated. They will be offering drop-in technical support via Zoom. Tina been attending the division meetings to coach people through it. They have a survey that will be going out to see what is and is not working.
- Ebonnie Berry announced that 1,731 Pell-eligible students received emergency grants in their accounts today, totaling \$2.8 million. They have about \$200,000 remaining and an application is available now, with a deadline of March 1. First come, first served. There is some state funding, as well, so will be working with the OASISS program as Dreamers are eligible for this particular funding.
- Ebonnie Berry announced that scholarships opened for 2023/2024. They need to get eligible students notified and applications read for the fall. They are back on schedule from their 2017 cycle where they closed April 9. They got off schedule a bit as there were a lot of working parts.
- Garry Johnson recognized William Nguyen. William attended the Academic Senate meeting last week, providing a tutoring presentation. It started off a series of presentations to Academic Senate for the spring regarding the services available on campus so the senators can take the information back to their areas.
- President Gilkerson provided kudos to Ebonnie Berry and Raniyah Johnson. They both participated in the statewide Basic Needs webinar. She heard it was fantastic. EVC is a statewide leader of having students enrolled in CE programs. EVC is on the statewide list and is a model college. Students enrolled in CE programs are automatically enrolled in the CalFresh program.
- VP Alexander provided a reminder of the budget workshops taking place. They have provided one via Zoom and one in-person, with another taking place later today at 3:30. March 10 is the deadline to submit the annual resource request.

F. Information/Discussion

1. Strategic Enrollment Management (SEM) Plan

VP Pouncil shared that the college will be involved in the Strategic Enrollment Management plan over the next year.

- Credited Brandon Yanari and Dean Morgan for organizing the conversation and the team to complete and submit the application, due Friday, March 3 to the state Chancellor's Office.
- State Chancellor's Office is hosting an Academy to help colleges develop a strategic enrollment management plan.

- EVC’s plan is “Implementing Timely, Intentional, and Culturally Responsive Retention Strategies at EVC.”
- Focusing on retention and doing a deeper dive on the early alert work.
- Looking at the data, workshops, and strategies to determine what interventions are effective.
- It’s a one-year Academy and includes faculty, classified professionals, and administrators on the team.
- There will be a mandatory in-person meeting and a virtual meeting starting in June.
- It’s an application, so it’s not yet accepted.

2. Classified Prioritization Timeline

VP Willis and Sarai Minjares provided a handout and shared information from the handout.

- Committee makeup and members were noted.
- 2022-2023 timeline.
 - Will be doing a call-out today to ask individuals to support the timeline to ensure deadlines are met.
 - It is part of the Resource Allocation Request.
 - Requests will be provided by VP Alexander to the Classified Prioritization Committee, which will then trigger the prioritization committee meetings to begin.
 - Will be following the rubric, previously approved by College Council.
 - First time going through the prioritization process with the new model.
 - Classified Prioritization process went well the prior year.

President Gilkerson noted the more information and the clearer the request included in the Resource Allocation Request, the better for the committees reviewing those requests. She noted the importance of the committees getting together to norm and have discussions about the norming as they vote and finalize their lists so that it’s not done in isolation as they will be asked about it when the recommendations are submitted for final approval.

There were a few general budget inquiries regarding whether everyone starts from zero each year. It was clarified that the departments do not start from zero, but instead start with a base budget. Requests for additional funding are in excess of that yearly base.

President Gilkerson noted that analysis has shown budgets are mostly being spent mid-spring. By analyzing this information over the years, the college will begin to assess whether the funds could be better utilized in other areas. There will be exceptions with regards to budgeting, as well, such as someone retiring at the last minute. They are working to create a level of transparency.

G. Action

- 1. Accreditation: EVC Institutional Set Standards & Aspirational Goals Standard for Student Success**
M/S/P (Johnson/Minjares)

H. Reports

- 1. President’s Report – President Gilkerson**
 - a) Other Updates**

- A committee was formed and met today to discuss possibly hosting the first annual pickleball fundraiser.
 - Opportunity to utilize the new facility.
 - Considering doing a pickleball fun-run, 5k, similar to a past on-going event at EVC, which had been organized by Minerva Duke.
 - Looking at it taking place at the beginning of June.
 - Vince Cabada noted at the committee meeting that there is a need to bring life to the campus, and this is one way to do that.
- March 21 will be an accreditation team visit; a small meet and greet with college leaders and constituent groups. An invitation will be going out.
- Reminder that EVC has a women's badminton team; information about their competitions should be going out soon.
- Non-resident tuition.
 - Board of Trustees is trying to decide based on what they are required to do versus liability of what they can do outside what is legally mandated.
 - Board of Trustees meeting is tomorrow.

I. Meeting adjourned at 3:05 p.m.



COLLEGE COUNCIL MEETING MINUTES
March 13, 2023

Present: Ebonnie Berry, Vicki Brewster, Teneka Cornish, Tammeil Gilkerson, Tina Iniguez, Garry Johnson, Arshmeet Kaur, Juan Manriquez, Sarai Minjares, Josh Russell,

Absent: Andrea Alexander, Ayan Dalmar, Steven Mentor, Jemima Olufade, Matais Pouncil, Howard Willis

Also Present: Colleen Calderon, Bianca Lopez

A. Meeting was called to order at 2:09 p.m., once quorum had been achieved.

B. Adoption of Agenda – M/S/P (Brewster/Russell)

C. Approval of Minutes – February 27, 2023 – M/S/P (Russell/Cornish)

D. Public Comments

- Tina Iniguez noted that there are technical issues with self-service. Students are struggling to learn how to register in self-service; there are so many steps to register students through self-service, so many of them give up. She has talked to ITSS, but there seems there should be a more efficient way, so that it better supports students. It feels like the college has gone backward instead of forward with the technology for registration.

E. Recognitions/Announcements

- Tina Iniguez recognized the committee that put on the South Asian Culture Celebration last week. It was so nice to see everyone in the fashion show. It was a fun event.
- Vicki Brewster announced that EVC is celebrating Women’s Herstory Month. Keep a look-out for the announcements in your email; some of the events have already been announced by email.

F. Information/Discussion

1. Institutional Definitions Discussion: Opportunity, Equity, Social Justice, Anti-Racism, Racial Equity

President Gilkerson shared a handout with College Council that was a result of the subcommittee’s efforts when they met. There were good discussions at the meetings.

The subcommittee consists of College Council volunteers as part of a prior College Council meeting: Vicki Brewster, Ayan Dalmar, Teneka Cornish, Josh Russell, Sarai Minjares, Matais Pouncil.

The subcommittee reviewed themes they saw in the article shared by Steven Mentor and the document that included feedback from Associated Student Government, as well as other feedback. It was a rich discussion.

Josh Russell commented that he appreciated the time the students took to provide their feedback and their view of what equity, opportunity, and social justice meant. It was a lot of important information.

Sarai Minjares commented that it was really great to have the students' input and to morph that information into the definitions; a really collaborative session. Teneka Cornish concurred and also noted that it was good to have the discussions, especially without any pressure.

President Gilkerson noted the subcommittee was only able to get to two of the definitions; they will also be addressing social justice.

Read from the handout – Equity: We must continually create the conditions that allow each student to reach their educational goal successfully. We commit to deepening our awareness of institutional barriers and. Impede student success by intentionally reviewing, changing, and addressing our programs, procedures and practices.

President Gilkerson noted she made a couple minor modifications, adding “historically marginalized and underrepresented students” as she felt that had been missed and it really is the focus of the work.

Josh Russell stated that it started out as a sort of vision statement, but then they wanted to make sure it felt realistic as to what they were actually able to do. They discussed how they could measure it, and that's where creating the conditions that allow for this to happen and then reaching their educational goals successfully. What does success look like when you can tie it back and what are things we can actually do on a regular basis, such as reviewing and addressing the institutional procedures and processes, etc. It felt good about where they landed; it felt authentic to who they are, what they can actually do, and how to gauge if it's working.

President Gilkerson noted that some of some of the conversations, here and in other spaces, people will use the word equity to mean other things. We wanted to define for the institution what we are doing in terms of educational equity; focusing in on that. We care about what it means in other spaces, but it was important to focus in on what we're actually talking about in terms of education.

This directly ties to EVC's mission and vision, so it's important to have it defined.

College Council was pleased with the information shared.

Read from the handout – Opportunity: Opening up a path so our students have a better chance at success regardless of their unique circumstances.

Or – Providing pathways to success in higher education regardless of their unique circumstances.

This came directly from student feedback.

President Gilkerson recommended the following: EVC defines opportunity as providing pathways to success in higher education regardless of students' unique circumstances. Again, the action would be to provide pathways to success in higher education.

President Gilkerson stated that although she initially had proposed all of the terms, upon reflection, she's wondering if they keep it with just the three, opportunity, equity, and social justice. Vicki Brewster responded that as a campus, the rest should be defined so that when individuals are talking about it, everyone knows what it means.

Tina Iniguez suggested it be sourced if it comes from somewhere else.

President Gilkerson noted that the subcommittee will get back together to finish up social justice before the next meeting, and then talk about anti-racism and racial equity.

G. Reports

1. President's Report – President Gilkerson

a) Report Back on March 13, 2023 College Council Recommendation to Approve

President Gilkerson accepted the EVC Institutional Set Standards & Aspirational Goals Standard for Student Success. She noted that she is approving given where we are in the current year and how it took a while to get here. She would like to note that she has a very hard time of it going through governance and it's a lower standard than what students are already achieving. We have an institutional responsibility to do better. The data is there, so she doesn't understand the rationale for not trying to upgrade the goals and even the aspirational ones, too. She would like to see the governance groups be more thoughtful about setting standards in the future.

b) Other Updates

- Student Housing Grant Program – State Chancellor's office is finishing work on the 21 colleges that submitted grants for the Student Housing Grant Program. It still looks like the state budget will delay some of the funding that was to be available for community colleges. There has been a lot of conversation from legislators that it looks like UC and state colleges are more shovel-ready for student housing projects, so why would they fund community colleges. EVC probably will not find out until June or July. However, that doesn't mean that EVC shouldn't be thinking about other opportunities to fund and to actually build.
- President Gilkerson noted AB 928, the realignment of the curriculum pathway to UC and are looking at the elimination of Area E for students; what that means for our institution, for our students, access to wellness, health related courses, etc. VP Pouncil has been asked to do an analysis on the impact to EVC.

Garry Johnson noted that the numbers are jaw-dropping. There is approximately two million California community college students and the transfer approximately 120,000 to the UC and state colleges, so the community colleges really are the destination. There are so many rules they impose on the community colleges, but we're really transferring a small number of students. There is so much time spent aligning our courses, and yet we're not able to provide a bachelor's degree.

President Gilkerson noted that there is a lot of scrutiny right now on California community colleges. There is also a lot of scrutiny on UCLA as far as the number of students they take in. There has been an ask for an audit on California community colleges related to Transfer outcomes. Open to the audit, but we are pushing back to call for UC's and CSU to be include; just because we prepare them for students for transfer doesn't mean they get accepted.

- Non-resident tuition fee – President Gilkerson would like to honor the fact that many came out to advocate on behalf of the non-resident tuition increase. And for international students, there are not necessarily exemptions that help them defray the costs. There is legal requirement for the District to set non-resident fees annually; but it does say that it's supposed to be gradual and predictable and this increase was not.

President Gilkerson thanked Dean Morgan for meeting with her and providing her information on the number of continuing international students they believe EVC will have next year. They are looking at approximately 65 at EVC and 100+ at SJCC. They brought forth a proposal at Chancellor's Cabinet to request that the District find funds to help support these students with ways to defray costs. They are offering up to \$800 in textbook or food vouchers, which will defray the approximate \$826 increase. Although they cannot take the amount off the tuition, they can defray other costs.

- East San Jose Expansion – There continues to be conversations at the District and with the Trustee subcommittee about their interest in expanding to East San Jose. Conversations surrounding location are still up in the air; building a site or hosting the site. There is renewed interest in going back to Eastridge. Working with the Division Deans to find partners in the community to start to put down roots and offer classes, irrespective of what the Board wants to do about location sites. It looks like there are a number of good programs where there are possibilities for EVC to move forward with. We don't want to tell the community, but instead would like the community tell us what programs they want.
- Accreditation Open Forum – a notice has gone out regarding the open forum. There will be a meet and greet session, as well, that will include the constituent leadership, the accreditation standard leaders. President Gilkerson will be receiving a list of additional evidence they would like by the end of the day today.
- Garry Johnson said that he also had an update. He stated that he's not sure where the Professional Improvement Committee reports, as they don't report to the Senate and they don't report to the AFT, although both of those bodies have a say over them. He believes they report here, to College Council. He will send President Gilkerson the list. He had questions about some of the plans. He went through all 53, but wasn't sure how they fit in with the contract.

H. Meeting adjourned at 2:57 p.m.



COLLEGE COUNCIL MEETING MINUTES
March 27, 2023

Present: Ebonnie Berry, Vicki Brewster, Teneka Cornish, Ayan Dalmar, Tammeil Gilkerson, Tina Iniguez, Garry Johnson, Arshmeet Kaur, Juan Manriquez, Steven Mentor, Sarai Minjares, Matais Pouncil, Josh Russell, Howard Willis

Absent: Andrea Alexander, Jemima Olufade

Also Present: Emily Banh, Colleen Calderon, Penny Garibay (minutes)

A. Meeting was called to order at 2:02 p.m., once quorum had been achieved.

B. Adoption of Agenda – M/S/P (Brewster/Dalmar)

C. Approval of Minutes

1. March 13, 2023 – **M/S/P (Russell/Iniguez)**

2. November 28, 2022 Revised

President Gilkerson shared that she had noticed while writing an accreditation response that one of the changes to the faculty prioritization list had not been noted in the minutes of the meeting where she reported out the rationale for each of the changes. As the General Counselor was moved up the list, she felt it important to include the reason for the change in the minutes along with the changes to the list already included in the minutes.

– **M/S/P (Brewster/Iniguez)**

D. Public Comments

- Sylvia Min shared concerns regarding the inability for faculty to drop a student from a course using electronic means. She indicated they have had the ability to drop students electronically for over 12 years, but following the implementation of Self-Service and removal of MyWeb, they are no longer able to drop students electronically and must now use a paper roster, which is an outdated process to drop students. She believes the ability to officially drop students after census who are not engaging, not answering emails, and are not attending classes helps to humanize the curriculum, since the student, who is already struggling, will receive a W versus an F. She feels she has been provided inaccurate and/or conflicting information during multiple inquiries at the college level and the District's ITSS managers. She has researched the matter at length, including communications with other colleges, Legal Affairs Division of the California Community Colleges Chancellor's Office, and the Self-Service Handbook, and has determined the option to drop students electronically can be added to Self-Service.

E. Recognitions/Announcements

- VP Willis recognized the DSP office and the outreach team for the wonderful event that took place. They hosted well over 150 students from Eastside Union High School District. He wanted to acknowledge their participation in building that pipeline and the excellent work with students.

- Vicki Brewster announced that Classified Senate will be hosting a retreat for classified professionals Friday, April 14. She hopes the administrators will support and release their classified professionals to attend the retreat. In addition, Classified Senate will continue to sell chocolate bars until the end of the week to help with retreat expenses. She thanked everyone for their support.

F. Information/Discussion

1. Title 5 Update – Disclosure to Students

Tejal Naik provided a PowerPoint presentation entitled “Title 5 Update: Online Course Disclosure to Students”.

- Focuses on ensuring that students are aware of what is needed when they take online courses.
- Purpose – Align to code of Federal Regulations and expand the scope of the publication of course standards to include online course requirements.
 - Have already done a lot of the alignment in last two years.
 - Regular substantive interaction, the language in the addendum, was updated last year, as well as ensuring faculty are aware of the level of interaction to be done with online courses.
- Publication of Course Standards – must ensure required information is available to students through college publications when course is online, including:
 - Online and in-person synchronous meetings.
 - Required asynchronous in-person activities.
 - Required technology platforms, devices and applications.
 - Test or assessment proctoring requirements.
 - Many students expect to do coursework on their phones or tablets, but that is not recommended; it’s not the most efficient way to be successful in a course.
 - If instructor is using ePortfolio, these cannot be seen on a phone.
 - Proctoring requirements are specific to the instructor and the course; the Dean will consult with faculty to find out which proctoring software they will use.
 - They include this information so students will know when they’re registering what will be required and if there is an additional cost.

2. Graduation Events

- Raniyah Johnson reviewed the graduation events noted in the handout. She will be making a small change related to the Nursing Pinning Ceremony and then will send the flyer out to the campus.
 - May 11 – Financial Aid Scholarship Reception, Gullo II, 4:30-6:30 p.m.
 - May 12 – Enlace Excelencia Graduation, Gullo II, 2:00-4:00 p.m.
 - May 16 – SJECCD Black Graduation, Adobe Systems, 5:00-6:30 p.m.
 - May 18 – Special Programs Graduation, Gullo II, 2:00-4:30 p.m.
 - May 23 – Nursing Pinning Ceremony, Gullo II, 3:00 p.m.
 - May 25 – EVC Graduation, Soccer Field, 6:00-7:30 p.m.
- Raniyah noted that emails have been sent to students that need to register for the graduation ceremony. There are students that are concerned as they’re not able to log into Marching Orders and they think it is because they’re not a graduate. She wants everyone to know, if they’re asked, that it’s going to take a couple weeks to get students’

names in the system as A&R processes the graduation petitions. There are approximately 750 students inside the website and 200 of them have completed as of this afternoon.

- This year there were two graduation fairs. One during the day and another later in the afternoon for evening students. Raniyah gave a shout-out to Laura Garcia and Martha Hardin for all their hard work and meeting with students non-stop for two-and-a-half hours to check their eligibility for graduation.
- Raniyah showed everyone some of the gifts that will be given to graduates.
- Raniyah noted that EVC President Gilkerson and Academic Senate President Johnson have sent emails regarding volunteering at graduation. If you're able to help, please RSVP using the Google link so they have an accurate count of the seats for the event.

G. Action

1. Institutional Definitions: Opportunity, Equity, Social Justice, Anti-Racism

This was included as item F.3. under Information on the agenda. President Gilkerson noted the item had been discussed at College Council at the two prior meetings.

Garry Johnson made a motion to move the item to Action, so that College Council could vote on it. Steven Mentor seconded the motion.

President Gilkerson noted the subcommittee convened on three occasions. The four definitions were discussed: opportunity, equity, social justice, anti-racism.

- Definitions were discussed included:
 - Common language.
 - Google searches.
 - Student survey results provided by Associated Student Government.
 - Article shared by Steven Mentor.
 - Each subcommittee member crafted their own as part of the discussion.
- As part of brainstorming sessions, pulled out the common language.
- The last two definitions, social justice and anti-racism, were brought up and discussed at last College Council.
- Definitions were based on the "higher education" umbrella, as was discussed at the last College Council.

A question was raised about whether bias should be included in anti-racism definition.

- It was noted that bias and prejudice are synonyms and as the subcommittee were looking for economy of language, they felt it was captured. It was important to the subcommittee to ensure each definition was readable.

The subcommittee was thanked for their work.

H. Reports

1. President's Report – President Gilkerson

a) Updates

- Accreditation – President Gilkerson thanked everyone for the great work.

- There was a meet and greet and an all-EVC forum the prior week with the accreditation team.
 - Feedback regarding the forum was good.
 - The accreditation team was disappointed there weren't students in attendance at either the meet and greet or the forum. The students are amazing and have been very participatory on campus, but with regard to the accreditation team, they will be anticipating more participation from students at the in-person meeting in October.
- Everyone worked very hard to collect the additional evidence requested by the accreditation team, and President Gilkerson specifically thanked VP Pouncil for his leadership with pulling the information together.
- The peer review team spent Friday and the weekend reviewing all of the additional evidence; they will be reconvening tomorrow to review.
 - They will create formative questions and guiding questions that will be submitted to the college, which will provide EVC guidance as to what the team will be looking for when they arrive.
- The accreditation team met with SJCC today, as well as looked at the District standards as they will be similar in both reports.
- Meeting with accreditation chairs Wednesday.
- Everyone has done an amazing job; the comments from the team noted the information was well-written and easy to read.
 - The evidence requested wasn't astronomical, but allowed EVC to explain things more. A lot was around SLOs and how EVC is evaluating at committee levels.
 - Important to make sure each committee on campus is setting goals and evaluating whether they meet them and evaluating the effectiveness of the committee.
 - Will be working through processes.
- A lot has been accomplished by everyone in the past couple years.
- Much appreciation to all; everyone should be really proud of the work.
- Attended California Community Colleges Board of Governors Meeting last Monday.
 - An exciting opportunity to be able to elevate Equal Employment Opportunity work and the work of EVC and the District in terms of diversity of faculty and employees, in general, as a reflection of the student population.
 - There have been conversations statewide about the investment California Community Colleges have made in this work.
 - Still a lot of work to be done when outcomes are not right with the equity EVC has in mind for students.
 - President Gilkerson's role at the meeting was to galvanize the Board of Governors with regard to the importance of the work and to stay the course in terms of supplementing and making sure they have a high vision for the California Community Colleges as they are leading the country.
- President Gilkerson had an opportunity to do a podcast with Dr. Lande Ajose, who is now in D.C., but used to work for California's Governor. Dr. Ajose is an amazing leader and advocate.

- Podcast is about mental health services, particularly for students of color and underrepresented students.
 - Will look at different community colleges, but EVC is the first to be interviewed and to have the good work that is happening at EVC elevated.
 - Was able to use facts and data to talk about the focused work EVC has been doing, such as demystifying mental health support, particularly for students.
 - Shared data about the growth in African American students who are using the platforms when they weren't before.
- The #RealCollege California Basic Needs survey has gone out to students.
 - An opportunity to get EVC students to tell the real experiences they have as it relates to food, housing, and transportation.
 - Was sent to students by email, which included incentives for students to participate.
 - President may send out a video message, as well, to communicate to the students how important this information is as it informs statewide work, as well as the work at EVC.
 - Thanked Raniyah Johnson and Bryana Perez for leading the state, providing presentations across the state about the work EVC is doing.
- President Gilkerson attended the Leaf by Leaf open mic event. A really cool, vibrant event. Some people brought their classes. It was great to see the students and employees up there sharing their poetry or doing their spoken word.
- Recognized Josh Russell, Director of Marketing & Public Relations as it was his last day before moving on to a new opportunity at CSU East Bay. Josh has made a great impact with his contributions at EVC. Everyone is grateful he came on board and helped build an important arm of the college, which included telling students' stories, faculty stories, and elevating EVC's beautiful campus out to the community in new ways. He has left an indelible mark and his service to EVC is greatly appreciated.
 - Colleen Calderon will fill the College Council vacancy.

I. Meeting adjourned at 3:10 p.m.



COLLEGE COUNCIL MEETING MINUTES

April 24, 2023

Present: Andrea Alexander, Ebonnie Berry, Vicki Brewster, Colleen Calderon, Teneka Cornish, Ayan Dalmar, Tammeil Gilkerson, Garry Johnson, Arshmeet Kaur, Juan Manriquez, Steven Mentor, Sarai Minjares, Matais Pouncil, Howard Willis

Absent: Tina Iniguez

Also Present: Vince Cabada, Fahmida Fakhruddin, Penny Garibay (minutes), Lisa Hays, John Kaufmann, Eric Narveson

A. Meeting was called to order at 2:00 p.m.

B. Adoption of Agenda – M/S/P (Johnson/Brewster)

C. Approval of Minutes – March 27, 2023 – M/S/P (Johnson/Cornish)

D. Public Comments – None.

E. Recognitions/Announcements

- Vicki Brewster thanked the administrators for supporting the Classified Professionals Retreat. Everyone enjoyed themselves. She also thanked everyone that supported their fundraiser; their profit from the candy sales was approximately \$360, which helped with prizes.
- VP Willis stated he would like to recognize all of Student Affairs. Student Affairs employees have been very active with all of the events taking place, as everyone can probably see from all of the emails. He noted the Health & Wellness Fair will have activities occurring over this next week. Today kicked off the Black Student Success Week.
- President Gilkerson noted the American Mathematical Association of Two-Year Colleges (AMATYC); EVC just completed the contest and the spring results have EVC in first place. She shared her congratulations to the department and expressed appreciation for the faculty and the students for their great work.

F. College Committee Chair Reports

Staff Development Committee

John Kaufmann shared a PowerPoint presentation.

- Committee goals completed:
 - Updated application forms and process, including a new form that includes hyperlinks for instructions and a video tutorial.
 - Increased funding caps from \$500/\$1,000 (PT/FT) to \$600/\$1,200.

- Updated to Concur system. Provided PDD sessions on how to navigate Concur, as well as open houses. Increased the emphasis on the funding form and communication. Worked with business services to ensure the information was up-to-date.
- Addressed the summer “donut hole” to ensure the process continues to move during the summer.
- Included a process for international travel.
- Increased overall applications and funding awards. Went from 15 in 2021/2022 to 30 (so far) for 2022/2023.
- Professional Development Days
 - Went to a 100% web-agenda for March 2023.
 - Facilitated positive interactions: masked storyteller, lunch talent show, ice-breaker session, PeeDeeDee Feud.
 - Attendance tracking provided the following feedback:
 - Percentage of attendees from each division (264 responses).
 - Percentage of attendees at each breakout session (180 responses).
 - Results of satisfaction surveys.
 - PDC will next:
 - Establish theme and general structure for fall 2023 PDD.
 - Support May Employee Appreciation Event.
 - Prepare annual check-in with funded applicants.
 - Complete required CCC certifications and forms.
 - Ensure positive transition to the next PDC Chair.

Institutional Effectiveness Committee

Fahmida Fakhruddin provided a PowerPoint presentation regarding work the IEC has completed in spring 2023.

- Institutional Self Evaluation Report
 - The accreditation team requested additional evidence and clarification for a few areas in preparation of their March virtual visit. All of the requested information was provided March 23.
 - The accreditation team will visit in-person fall 2023.
- Strategic Planning
 - Educational Master Plan implementation is in-progress.
 - Department/programs submitted their implementation plans this year.
- Program Review
 - For the 2022/2023 cycle, a total of 31 program reviews were due.
 - 24 program reviews received this year (3 administrative services, 19 instructional, 2 student services).
 - Four program reviews requested deferral.
 - One program review was withdrawn due to deactivation of the program.
 - Of the remaining 19 program reviews, 18 were approved by IEC.
 - Seven late program reviews were received from last year (all instructional).
 - One program review requested deferral.
 - Of the remaining six late program reviews, three were approved by IEC.
 - A total of 21 program reviews were approved by IEC this year.
- IEC Accomplishments for 2022/2023 Cycle:
 - Created and launched annual update and Resource Allocation Request in CurriQunet.
 - Assisted in EMP implementation plan.

- Reevaluated the program review processes.
- Prepared schedule for four-year rotational program review cycle.
- Assessed the need for supporting late program reviews effectively and created an action plan.
- Provided support in completing the ISER.

College Safety & Facilities Committee

Vince Cabada provided a verbal update regarding the committee's goals and accomplishments.

- Goal: Engage in discussions with Key Personal (Ex. Chief of Police, VP Administrative Services and District AVC) for updates on campus development/upgrade. Accomplishments included:
 - Regular meeting attendance from VP Alexander, Chief Morales and AVC DeGray.
 - Received regular report-outs on each building project status from AVC- DeGray and VP Alexander.
 - District staff attending to provide updates, including Mark Hua, Amber Machamer, and others.
 - SFC Chair attending building meetings to represent the SFC.
- Goal: Continue to evaluate and provide feedback on Facilities and Safety (excluding COVID/Protocols). Accomplishments included:
 - Made recommendations to have new signage for the pickle ball and tennis courts posted to meet the needs of community use. New signage was posted in Fall Semester 2022.
 - Made recommendation for the replacement of soccer field turf, which is scheduled to occur during Summer 2023.
 - Developed a process for College Resource Allocation review and recommendations.
- Goal: Communicate Safety and Facilities Initiatives to EVC campus. Accomplishments included:
 - Started posting highlights on SFC webpage.
 - Members are committed to reporting updates back to their departments/divisions.
- Goal: Develop a system to report safety and facility concerns. Accomplishments included:
 - Developed an Operation Responsibility Chart for EVC, highlighting responsibilities for Custodial, Grounds, Maintenance, and CTSS (pending approval).
 - Developed a work order and request protocol (pending approval).
 - Once the above items are approved, they will be posted on SFC webpage.
- Goal: Update SFC webpage and documents.
 - SFC information has been updated.
 - Highlights, agendas, minutes for 2022-2023 will be uploaded in May.

College Budget Committee

Lisa Hays provided a verbal report.

- Committee accomplishments:
 - Created a rubric for reviewing requests for funding.
 - Committee members were trained on how to use rubric.
 - 55 requests to be scored, due today.
 - Discussion on Wednesday 3-5PM to rank all requests.
 - Estimated budget will be decided over summer.
 - Allocated discretionary funds from highest to lowest ranking.
- Chair Goals:
 - Lisa Hays has been elected to be the Chair for FY2023/2024.

- Continue attending the district budget meetings; report back to College Budget Committee and Academic Senate.
- CBC Chair receives 30% release time; would like to see the CBC Chair receive 40% release time as other committee Chairs receive 40%.

Campus Technology Committee

Steven Mentor provided a verbal report.

- CTC has been working closely with Scott Conrad and Rupinder Bhatia of ITSS.
- CTC and ITSS have been working well together with similar goals.
- Moved forward with multi-factor authentication. It went fairly well.
- Cautions everyone as the phishing attempts are getting more and more sophisticated.
- There have been some issues with student printing, but they're working on a solution.
- VP Alexander assisted them in working through a lot of budget requests.
- Continue to work on the timing of a computer refresh; it's hoped that will occur over the summer.
- Concerns have been expressed that self-service is not student friendly.
- There has been a robust conversation with Scott Conrad and Rupinder Bhatia as to what is and is not possible with regard to dropping students before "W".
- Online distance education is out-of-date; currently negotiating a contract.
- EVC is a California Virtual Campus (CVC-OEI Campus); front-runners on distance Ed.
 - The standards are strict, but once a class meets the standards, it can go into the statewide exchange.
 - Great classes at EVC could be under-enrolled, but with CVC-OEI, they could receive more enrollment.
 - President Gilkerson added that when EVC courses show up in the exchange, it that a student could be enrollment at another college, find seats available via CVC-OEI and can seamlessly can enroll. Everything else happens on the back end; financial aid, billing, etc.

All College Curriculum Committee – Eric Narveson

- There are approximately 628 active courses and approximately 197 are out of compliance. Approximately 98 out of compliance courses are in the curriculum review process.
- Certificates and Degrees – 74 active programs
 - 35 CTE Programs – 9 programs are out of compliance with Title V and District's Curriculum Policy; 5 of the 9 programs are in the curriculum review process.
 - 39 Academic Programs – 2 programs are out of compliance; both are in the curriculum review process.
 - ACCC – new curriculum policies
 - EVC has undertaken an effort to clean up curriculum and the course catalog to better serve students and to comply with the Accrediting Commission for Community Junior Colleges and the Academic Senate for California Community Colleges. Courses will be removed from the catalog that the college no longer offers. Course outlines of record (CORs) are to be revised every six years and Career Education CORs should be revised every two years. CORs that have not been revised in six or more years or have not been offered in the schedule of classes in the last three years will be subject to the following sunset policy: A list of CORs that are six years old or more (for CE, two years or more), courses that have not been scheduled to be offered in the last three years, and courses that have not been offered in the last six years will be published as an information item on the first fall semester All College Curriculum Committee (ACCC)

meeting agenda, putting department faculty on notice the course has been placed on the sunset list. The date the course was last offered will also be included on the agenda. This list will also be sent to the division deans.

- Out-of-compliance courses may be offered the subsequent intersession or spring semester to allow students to complete any relevant awards.
- During the subsequent academic year, these out-of-compliance courses will become deactivated by a vote of the ACCC.
- A list of the deactivated courses will be published as an information item on the last meeting agenda of the ACCC for the fall semester.
- Due to the continuous evolution and revision of CurriQunet, courses and programs that are in draft or are stalled in review for more than two years from the date the proposal was created, shall be removed from CurriQunet. Faculty proposers will be notified by the Curriculum Chair one month before the deletion occurs.
- Curriculum Committee Goals
 - Handbook update.
 - Curriculum development training update.
 - Compliance with Title V and District's Curriculum Policy, including courses, certificates, and degrees.

G. Information/Discussion

1. A motion was made to move Program Reviews for 2022-2023 from Information to Action.
M/S/P (Mentor/Minjares)

H. Action

1. Program Reviews for 2022-2023
 - Accounting
 - Astronomy
 - Business Services, CTSS, Facilities, Custodial and Ground
 - Chemistry
 - Certified Nursing Assistant (CNA)
 - Computer Science
 - Dance
 - Division Office-Nursing
 - Educational Instructional Technology (EDIT)
 - Engineering Technology
 - French
 - Intercollegiate Athletics
 - International Student Program
 - OASSIS
 - Paralegal
 - Physical Science
 - Physics
 - Political Science
 - Psychology
 - Theatre
 - Tutoring (mini)

Fahmida Fakhrudin provided a handout with a list of the program reviews due for 2022-2023: 31 total, of which 21 were approved, 5 requested deferral, 1 was withdrawn due to deactivation of the program, and 4 were not approved.

Vicki Brewster noted that three of the 21 were not in compliance with the curriculum piece, which was a standard that everyone else was held to.

It was noted that the three that did not comply with all of the requirements were EDIT, French, and Physics.

The motion was modified to approve the list of program reviews, with the exception of EDIT, French, and Physics.

M/S/P (Johnson/Cornish)

I. Reports

1. President's Report – President Gilkerson

- a) Report Back on March 27, 2023 College Council Recommendation to Approve:
- Institutional Definitions: Opportunity, Equity, Social Justice, Anti-Racism
- President Gilkerson shared her appreciation for the work of the committee and that she approves the definitions. The definitions are on the web site and currently being used.

The meeting closed with a moment of silence in remembrance of Vice Chancellor Jorge Escobar.

J. Meeting adjourned at 3:14 p.m.



COLLEGE COUNCIL MEETING MINUTES

May 8, 2023

Present: Andrea Alexander, Ebonnie Berry, Vicki Brewster, Colleen Calderon, Teneka Cornish, Tammeil Gilkerson, Tina Iniguez, Garry Johnson, Juan Manriquez, Steven Mentor, Sarai Minjares, Matais Pouncil, Howard Willis

Absent: Ayan Dalmar, Arshmeet Kaur

Also Present: Penny Garibay (minutes), Lisa Hays, Mike Osorio, Kathy Tran

A. Meeting was called to order at 2:00 p.m.

B. Adoption of Agenda – M/S/P (Johnson/Brewster)

C. Approval of Minutes – April 24, 2023 – M/S/P (Johnson/Mentor)

D. Public Comments – None.

E. Recognitions/Announcements

- Steven Mentor recognized David Hendricks for the work he's done as part of the Honor's Program as he will longer
- Garry Johnson recognized Abdi Tabrizi, who will be retiring at the end of the semester. They recognized Abdi Tabrizi at the Academic Senate meeting and a number of people praised his contributions over the years.
- Garry Johnson noted that International Nurses Day is May 12 and National Nurses Week is May 6-12.
- President Gilkerson provided a number of announcements:
 - Women's badminton team is moving on to state.
 - Assembly Member Ash Kalra has accepted the invitation to speak at this year's commencement.
 - Classified Appreciation Week is May 21-27; it's celebrated nationally.
 - Managers will be holding a Classified Appreciation Event May 24 for EVC's Classified Professionals.
 - Upcoming campus-wide events:
 - Employee Recognition Event - May 10, 2:00 PM, Gullo II
 - Scholarship & Awards Ceremony - May 11, 4:30 PM, Gullo II
 - Enlace Excelencia Graduation - May 12--By Invitation
 - Spanish Translation & Interpreting Graduation - May 12, 6:30 PM
 - First-Year Experience Celebration - May 16, 12 PM, Gullo II
 - SJECCD Umoja Black Graduation - May 16, 5 PM, Adobe
 - Special Programs Award Ceremony - May 18, 2 PM, Gullo II
 - Nursing Pinning Ceremony - May 23, 11 AM, Gullo II
 - Commencement Ceremony - May 25, 6 PM, Soccer Field

F. Information/Discussion

1. College Budget Committee Resource Requests

VP Alexander and College Budget Committee Chair Lisa Hays provided a presentation and a handout.

- This is the first year they are doing resource allocation from program review.
- There will be a base allocation for all departments already in fund 10. They are still determining how much that will be, but they're close to completing that once they receive the rest of the information from the District.
- Important to note that the CBC only deals with discretionary funds as part of fund 10.
- Once the amount of any additional funds is made available, they will be allocated based on the work of the CBC.
- Shared a chart that showed the steps once the program reviews were received by VP Alexander.
 - Requests related to Classified staff were forwarded to VP Student Affairs for the Classified Prioritization Committee
 - Requests related to Faculty were forwarded to VP Academic Affairs for the Faculty Prioritization Committee.
 - Some requests regarding technology were first vetted by the College Technology Committee, such as requests for new technology; to make sure they were compatible with the system, make sure there weren't any cyber security issues, and for economy of scale.
 - Requests related to facilities were sent to the Safety & Facilities Committee. Most had to do with maintenance that weren't necessarily facilities.
- Once the items passed through the College Technology Committee and Safety & Facilities Committee, they moved on to the College Budget Committee.
- Shared the rubric and noted that they only used five of the six criteria this time as the sixth criteria is based on funds received the prior year. Since this is the first year utilizing the full process, there is no prior year data.
- Managers were asked to prioritize the requests.
- A review of the rubric and process was provided.
- Cycle of events with dates was shared.
- There was a total of 43 requests considered and ranked by points using the rubric.
- Final results of the committee's ranking were shared.
- Next step would be to bring the information back to College Council for action.

President Gilkerson stated that she had hope the College Budget Committee would bring back more information, such as the specific ask from each of the departments and how much money for each request. VP Alexander explained the process includes a final ranking by the managers, which they haven't yet received from all of the managers yet.

President Gilkerson commended the committee for their work. She suggested they consider providing more of the detail for the next cycle, which will help College Council when they approve your recommendations.

Garry Johnson thanked the committee for all their work and shared that some people had come back to Academic Senate with concerns. One concern was they didn't know what their budget was and whether they had a fund 17, so they had difficulty completing those pieces. He recommended there be a point-person individuals could go to when they have questions.

Tina Iniguez recommended that individuals receive more information regarding their funding as there were people that didn't know they had funds at their disposal, so they went unspent as they also weren't aware of the deadlines for expending the funds.

VP Alexander noted that getting everyone involved in the budget is part of the reason for moving things in this direction. Before most people weren't aware of available budgets. With this new process, there is the opportunity for everyone to learn about their budget and to be involved in the requests for additional funding.

President Gilkerson noted that it's important to see the long game. People were saying before that they were writing program reviews, but no one read them. Now people are reading them, so that is a big win. With this process, when funding is provided, there is now a way in which departments will report back about the use of the funds they received. The outcomes from the various evaluation processes won't be seen for a year or two, but that's when more information about the "return on investment" will be considered.

VP Alexander stated they will have more detail when they bring this back for action as they'll have received the prioritization from the managers.

2. Classified Prioritization Committee: Classified Ranking List

VP Willis and Classified Senate President Sarai Minjares presented the committee's outcomes.

- Expressed appreciation for their committee as they met the charge and did their best to align with the processes.
- Committee met last week; most were in attendance and voted.
- Timeline was established before they knew what the annual program reviews timeline would look like, so they ended up extending the timeline by two weeks.
- Goal was met to complete the process and establish a prioritization of the requested positions.
- Final list was shared with College Council.

Garry Johnson noted that the classified prioritization differs from the faculty prioritization in that faculty go through the prioritization process; whereas the classified process is really a wish list. President Gilkerson stated that the process also determines whether or not to hire for vacant positions; there are some similarities with ranking and prioritization.

Tina Iniguez expressed concern about the choices that have to be made when there are such great needs. She also inquired about whether there should be automatic new hires based on new buildings coming online, such as custodians.

President Gilkerson noted that a lot of factors are considered when bringing on new buildings, including total cost of ownership. This is only one piece. She stated these factors are complex, but it is why a transparent process is so important. The goal is to build a community that understands that when a choice is made in one area, you are making a choice in another area, as well; there are multiple factors.

G. Reports

1. President's Report – President Gilkerson

- a) Report Back on April 24, 2023 College Council Recommendation to Approve: Program Reviews for 2022/2023 Cycle.**

President Gilkerson thanked College Council for their work and stated that she accepted College Council's recommendation of the following list of program reviews:

- Accounting
- Astronomy
- Business Services, CTSS, Facilities, Custodial and Grounds
- Chemistry
- Certified Nursing Assistant (CNA)
- Computer Science
- Dance
- Division Office-Nursing
- Engineering Technology
- Intercollegiate Athletics
- International Student Program
- OASSIS
- Paralegal
- Physical Science
- Political Science
- Psychology
- Theatre
- Tutoring (mini)

President Gilkerson noted that the recommendation did not include Physics, but based on additional information received about a miscommunication from different bodies, she believes they had, in the spirit of the process, met the threshold for turning in and getting a program review approved, so she has added Physics to the list. President Gilkerson emailed to notify, but also wanted to officially include in public record. Physics is the only difference between the list College Council forwarded and what she approved. She noted that part of the process is when the President differs from the recommendation, an explanation would be reported back to College Council. President Gilkerson inquired whether there were questions regarding why she differed from the recommendation. There were no questions.

b) Other Updates

- A lot of transition happening at the District with the loss of VC Escobar.
- Likely will be no funds carried-over to new fiscal year.

H. Meeting adjourned at 3:01 p.m.



COLLEGE COUNCIL MEETING MINUTES
May 22, 2023

Present: Andrea Alexander, Ebonnie Berry, Vicki Brewster, Colleen Calderon, Teneka Cornish, Ayan Dalmar, Tammeil Gilkerson, Tina Iniguez, Garry Johnson, Juan Manriquez, Steven Mentor, Sarai Minjares, Matais Pouncil, Howard Willis

Absent: Arshmeet Kaur

Also Present: Fahmida Fakhruddin, Penny Garibay (minutes)

A. Meeting was called to order at 2:00 p.m.

B. Adoption of Agenda – M/S/P (Manriquez/Cornish)

C. Approval of Minutes – May 8, 2023 – M/S/P (Johnson/Mentor)

D. Public Comments – None.

E. Recognitions/Announcements

- Tina Iniguez recognized Teneka Cornish, Raniyah Johnson, and Bryana Perez for their efforts with the Special Programs event. It was a wonderful event with great energy.
- Steven Mentor recognized Todd Marvin and Nancy Tung for their efforts with the board-graded final. It's a lot of work and because of them, the finals go smooth.
- President Gilkerson:
 - Recognized the work that went into the Financial Aid Scholarship ceremony. It was an incredible event.
 - Recognized the Enlace Graduation that took place May 12. It was very well done and was a nice celebration.
 - First-Year Experience had another great event honoring the first-year students. Brandon Yanari, Sarai Minjares, and their team did a nice job honoring the funder.
 - District-wide Black Graduation was a gorgeous and remarkable event.
 - Ayan Dalmar, ASG President, was accepted to almost every college she applied to and will be attending Stanford University. Ayan has done incredible work and will be missed at EVC.
 - Recognized the work of Grounds, Custodial, and CTSS as events don't occur without their dedicated work.
 - The translation and interpreting program had a graduation event that, although President Gilkerson was unable to attend, she was informed it was also very well done.
 - The women's badminton team came in second in the state doubles. One of the team members, Ella, placed third in singles. It was an outstanding outcome for the first year of EVC's women's small, but mighty team. Mitch Kothe and Colleen Calderon were thanked for their efforts in leading the team.
 - The nursing pinning ceremony will take place May 23.

F. Information/Discussion

1. Updated Diversity Action Council Charge

President Gilkerson shared the updated charge. They extended their meeting from one-and-a-half hours to two hours and from meeting twice per month to meeting once per month.

As this is the final meeting of the year, Sarai Minjares made a motion to move the item to Action. Motion was seconded by Ebonnie Berry and the item was moved to Action.

M/S/P (Iniguez/Cornish)

2. Progress Update – Master Plan Goal and Key Actions

Dr. Fahmida Fakhrudin shared a PowerPoint presentation.

- Total of 28 educational master plan department and program goals submissions were received.
- Steps for implementation and evaluation progress was provided as part of the presentation.
- Next step will be an annual planning summit where the college will review the educational master plan strategic goal and key actions accomplished and provide input on tasks needed to achieve them.
- Goal metrics were also shared.

G. Action

1. College Budget Committee Resource Requests

VP Alexander shared two hand-outs.

- The ranking previously shared was based on the college rubric of the 43 departments that submitted through the annual resource request and the comprehensive at that time.
- The committee was previously tasked to come back with a more robust recommendation and a detailed listing of all the requests made for discretionary funds.
- The ranking from top to bottom is in line with ranking previously provided. The manager's priority ranking was added.
- Some requests, such as paper and certain technology items, were already part of the college's budget and the scoreboard was already part of the master plan, so they were removed from the request.
- They have already received word from the state that a lot of fund 17 will be reduced or even go away. In addition, deferred maintenance, instructional supplies and equipment, and HERF is coming to an end this year.
- As always, budget transparency is a priority.
- There are two departments that currently operate at a deficit. The revenue they expected to generate is not generating enough to sustain the department, so the college's general fund supplements those department budgets.

- EVC has approximately \$850k in discretionary; but that amount cannot be known for sure nor how COLA will affect the amount. Since the college needs to start somewhere, based on other expected expenses and reduced revenue for fund 17, the college is looking at approximately \$400k in discretionary.
- Everyone who is currently in fund 10 will get 50% of what they received last year as their base budget.
- The recommendation by the committee is to fund the top 15 at 50% of their first choice (based on available funding).
- The committee based the scoring on the information provided as part of the program review.
- Not everyone on the committee that were given the opportunity to score took the time to do so.
- It was noted that a lot of the committee members that participated were in the sciences program.
- Next year the departments will need to share with the committee how they used the funds, which will affect their next round of funding.
- The committee is looking at doing it different next year. If they were to rank the items line by line, they would never get the work done.

Tina Iniguez made a motion to approve as submitted; motion died for lack of a second.

**2. Classified Prioritization Committee: Classified Ranking List
M/S/P (Johnson/Calderon)**

H. Reports

**1. President's Report – President Gilkerson
a) Other Updates**

- Hiring Committees – there have been non-stop screening committee meetings and interviews for the last several weeks. They are looking forward to a robust list of hires.
- Commencement Ceremony takes place this Thursday, May 25.

I. Meeting adjourned at 3:14 p.m.