

**Evergreen Valley College
Academic Senate
Minutes
September 6, 2022**

President	Garry Johnson	Present
Vice President	Tina Iniguez	Present
Treasurer	Maryam Farshadfar	Present
Immediate Past President	Randy Pratt	Absent
Social Science, Humanities, Arts, & PE	Arturo Villarreal	Present
Social Science, Humanities, Arts, & PE	Sylvia Min	Present
Business & Workforce Development	Nasreen Rahim	Present
Counseling Services	Laura Garcia	Present
Counseling Services	Rosa Pereida	Absent
Library and Learning Resources	Lorena Mata	Present
Language Arts	Kelly Nguyen-Jardin	Present
Language Arts	Emily Banh	Present
Math, Science, and Engineering	Preeti Srinivasan	Present
Math, Science, and Engineering	Charles Chau	Present
Nursing & Allied Health	Nancy Lin	Present
At Large	Frank Espinoza	Present
At Large	Charlie Kahn-Lomax	Present
Adjunct	Tejal Naik	Present
Adjunct	Brian Gott	Present
Adjunct	Robby Bodden	Present

Guests:

John Kaufmann, Lisa Hays, Matais Pouncil, Grace Estrada, Eric Narveson, Howard Willis, Eric Narveson

I. CALL TO ORDER: The President Garry Johnson called meeting to order at 3:02 pm via Zoom

II. ADOPTION OF AGENDA: The agenda was adopted unanimously.

III. APPROVAL OF MINUTES The minutes were approved unanimously.

IV. PUBLIC COMMENTS (limited to 3 minutes per person/5 minutes per item)

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President Johnson welcomed the two new Senators: Charles Chau, from MSE and Nancy Lin, from Nursing and Allied Health.

V. COMMITTEE CHAIR REPORTS (3 minutes per report as needed)

1. All College Curriculum Committee (ACCC)

Chair Eric Narveson reported that the tech committee has already met. The meeting time will be changed from 11:00 to 10:00 a.m. They are expecting a lot of DE supplements.

2. Student Learning Outcomes (SLOAC)

Chair Grace Estrada reported that the committee has not yet met and has an at-large vacancy. The numbers are low because the committee is looking at all the courses in the college catalog and is 66% completed. There will be an SLO reporting date on October 6 for associate faculty. Faculty are encouraged to include a DEI statement in their syllabus. They are also working on PLOs out of 304, only 8 have been reported.

3. Institutional Effectiveness Committee (IEC): Fahmida Fahkkrudin

4. Professional Development

Chair John Kaufmann reported that they have had one meeting since PDD. He reported that Fresh and Natural will be catering the next PDD and would like input for the January PDD sessions. He asked for a couple of weeks wait for processing professional development requests for funding.

5. Guided Pathways

Chair Laura Garcia reported that there will be doing a new online orientation for all students which will include CAPS and will be filming this week. She has been working online with Shashi Naidu to make the web page more user-friendly and shared an example.

6. Distance Ed (DE)

Chair Tejal Naik reported that they approved over 60 DE addendums. They launched the Respondus proctoring program and will be holding workshops. Proctorio has been discontinued and faculty should use the uncheck option before starting Respondus. There is integration between Canvas and self-service.

7. Campus Technology: Steven Mentor – no report

8. Budget Committee

Chair Lisa Hays reported that their first meeting will be next week and there is a vacancy for an at-large committee member. They are waiting for information on RAM funding. They are also working on a program review rubric.

9. College Safety and Facilities Committee: Vince Cabada

10. Student Equity: Victor Garza

11. District Academic Senate (DAS)

Vice President Tina Iniguez reported that the DAS has not met yet. DAS President Emily Banh was praised for her activity on the DAS and was invited by the statewide Academic Senate to join the Statewide Data and Research committee and help write a paper on equity placement.

12. District Budget: Lisa Hays

13. District Council: Garry Johnson

VI. ACADEMIC SENATE PRESIDENT'S REPORT

- .President Johnson announced that Sylvia Min, SSHAPE, will be replacing Maryam Farshadfar this semester.
- .He asked committee chairs to send changes to their committee membership to the Senate office after they hold their first meetings.
- .The Senate did not meet during the summer, but hiring committees were active, including faculty hires.
- .There has been discussion about NIAs and HR has limited release-time to 40%.
- .The faculty prioritization process will be under way soon.
- .He has met with the Chancellor in the summer. RAM was voted down by SJCC and the DO. This is a part of the 10 +1 agreement. He will reach out to the ASCCC for guidance. The Eastside Study project has a budget of 5,000,000 and it comes from Fund 19, which also funds adjunct and some classified salaries.
- .The program review will remain on a six-year cycle there was a question of having a five-year cycle.

VII. CONSENT ITEMS

A. Technology Committee: Sithparran Vanniasegaram

B. OER Liaison: Angelina Loyola

VIII. ACTION ITEMS

IX. DISCUSSION ITEMS (limited to 3 minutes per item)

A. Senate Bylaws and Division Representatives

Senators Tejal Naik, Emily Banh, and President Johnson are working on the by-laws and some of the topics are how Senate standing committee chairs are appointed. There is currently no process in place.

B. AB 928 – Singular Lower Division General Education Pathway

Senator Laura Garcia updated the Senate on the two different general education pathways: CSU, if the student wants to only go to a CSU, and IGETC, for those would want to transfer to UC, CSU, or private universities.

C. Resumption of Scholarship/Dues Funds Request from Faculty

President Johnson encouraged the Senators to contribute to the funds and to reach out to their constituents for donations.

D. Senate Goals 2022

President Johnson listed a few of the Senate goals for this year: NIA, program review, distance education, and enrollment were some of the topics he would like to discuss. This will be an action item at the next meeting.

X. INFORMATION ITEM

A. DE Recertification Requirements

DE Chair Tejal Naik reported that the DE recertification requirements are now two-hours every year, and would like to make it an official cycle and is comparable to CEUs. This is those have already met the previous requirements and the instruction must be DE-related. There was a question about who would maintain the list of faculty who have recertified. This will be a discussion item at the next meeting.

B. Senate Retreat September 23, 2020 9-3 pm

The retreat will be focusing on DE and working on a white paper about DE best practices, especially about the quality of education, as well as 10 +1.

C. DEI Syllabus Statement

SLOAC Chair Grace Estrada shared the DEI Syllabus statement:

All students registered for this course will be expected to uphold the following values:

We strive to establish a class atmosphere that is welcoming and inclusive so that students may bring their authentic selves and work to reach their potential. We recognize the value and individuality that each student brings – our learning experience becomes all the richer when we hear from different perspectives. As such, we support all students equally, without regard to race, color, religion, language, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.

D. Project Proposals: Student Equity Committee Funding (Due 9/30/22)

There is funding available for projects for students success. If faculty would like to submit a proposal, they should send it the Student Equity Committee

XI. ANNOUNCEMENTS AND RECOGNITION

Fall Plenary Session: November 3-5 Sacramento

<https://asccc.org/events/2022-fall-plenary-session-hybrid-event>

Project Proposals: Student Equity Committee Funding (Due 9/30/22)

Senate Retreat Sept. 23, 2020 9:00 a.m.-3:00 p.m.

Area B Meeting: Friday, October 14, 10:00 AM to 2:30 PM (Virtual)

The EVC Women's Center was recognized by the San Jose City Council.

Stargazing nights are back.

First Year Student events

EVC Faculty will be visiting Ghana.

The Vietnamese T n I program was approved by the state and marketing it has begun.

Senator Arturo Villarreal was recognized for his participation in the East Side Project

Raniyah Johnson was recognised for her work with the back to school events and food distribution.

Carmen Castellano Day was recognized.

The loaner laptops are now being housed in the Library.

Faculty should try to use OER for instruction since the college library does not have a textbook fund in the budget.

Faculty were encouraged to consider Libretxts OER for their textbooks.

ADJOURNMENT: The meeting was adjourned at 5:00 p.m.

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ADJOURNMENT: The meeting was adjourned at 5:00 p.m.

**EVERGREEN VALLEY COLLEGE
ACADEMIC SENATE
MINUTES
OCTOBER 4, 2022**

President	Garry Johnson	Present
Vice President	Tina Iniguez	Present
Treasurer	Maryam Farshadfar	Sabbatical
Immediate Past President	Randy Pratt	Absent
Social Science, Humanities, Arts, & PE	Arturo Villarreal	Present
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Guests: Raul Rodriguez, Matais Pouncil, Grace Estrada, Eric Narveson, John Kaufmann, Howard Willis, Lisa Hays, Vince Cabada,

- I. CALL TO ORDER** President Johnson called the meeting to order, via Zoom, at 3:00 p.m.
- II. ADOPTION OF AGENDA** The agenda was adopted unanimously
- III. APPROVAL OF MINUTES** The Minutes of September 20, 2022 were approved with changes.
- IV. PUBLIC COMMENTS** (limited to 3 minutes per person/5 minutes per item)
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Interim Chancellor Raul Rodriguez gave an update for the Eastside San Jose Expansion Project and has identified Eastridge Mall as a potential location for the project. The Board has stipulated that all courses taught in the program must be college-level, and a cohort-based model, with only fulltime students. The project will also offer concurrent-enrollment with high schools and PACE accelerated programs. He would like the Academic Senates to work with the Board. He will return to another meeting to present more details. Senator Laura Garcia asked that Student Services be a part of this model.

- V. COMMITTEE CHAIR REPORTS** (3 minutes per report as needed)
 - 1. All College Curriculum Committee (ACCC)**
Chair Eric Narveson reported that he is still offering training on first Thursdays, from 2:30 until 4:30 using the existing Zoom code. The committee has gone through 28 DE supplements.
 - 2. Student Learning Outcomes (SLOAC)**
Chair Grace Estrada thanked the Senate for appointing a new at-large member for the committee. This Thursday the committee will be having a virtual SLO reporting session from 2:00 until 4:30.

Associate faculty from all departments are welcome and will be compensated..There are fifteen faculty on ILO rubric development teams.

3. Institutional Effectiveness Committee (IEC)

Chair Fahmida Fahkkrudin was unable to be present at the meeting, but sent the following as her report. It was noted that the programs up for review have been contacted.

1. For 2022/23 cycle, the committee have 22 Comprehensive Program Reviews. On top of that there are 7 late program reviews that were deferred from last year. Therefore, a total of **29** Program Reviews are due this year.
- 2.They have been working with the CurriQunet vendor to refine the Program Review module in the CurriQunet.
- 3.The committee have been working to complete the ISER report.
- 4.They offered a Program Review Session on August PDD. We also offered the first three Program Review Training Sessions in September to help Program review authors in completing their program reviews. We will be offering three more training sessions in October.
- 5.They have assigned mentors and second readers for the program reviews that are due this year.
- 6.They are been helping the College Budget Committee in developing the College Resource Allocation Rubric.

4. Professional Development

Chair John Kaufmann reported that he has sent the 2022/2023 committee membership to Penny and the Senate. The committee will be launching the new streamlined guidelines for funding, which has been increased. He encouraged the Senators to watch a video he created. Concur is now included, and he is happy about updated site. The theme for the next PDD will be exploring vibrancy, and a vibrant campus.

5. Guided Pathways

Chair Laura Garcia reported that at the last meeting they discussed the eight-week program mentioned by the Chancellor in his public comments. She emphasized that support systems need to in place to ensure that students are successful in the program. The Deans are going to be coming out with some recommendations for which general education courses will be approved.

6. Distance Ed (DE)

Chair Tejal Naik thanked those who gave her support and were involved in creating the DE supplement. The committee heard a presentation from Professor William Silver about students not being able to find English courses. Previously, they have been fully online, but proctored on campus for the final exam. These new modalities that we approved last year and no longer count as fully online. They would be classified as asynchronous hybrid. And this was one of the issues that the students are not able to find them because they are not listed under fully asynchronous. There will be a change to the inter-session and Spring class schedule.

7. Campus Technology: Steven Mentor – no report

8. Budget Committee

Chair Lisa Hays reported that the committee discussed Vice President Alexander's presentation from the previous meeting. They are still working on the rubric design for program review for resource allocation. The committee will disburse the money at the end of program review. She encouraged the participants to write positive things about their needs in their program review.

9. College Safety and Facilities Committee

Vince Cabada gave an update on the recommendations that were forwarded to Vice President Alexander, which included adding signage for loading and drop-off zones. The parking lot numbers have changed and the current campus maps reflects those changes. Staff parking lot 3 is going to be resurfaced and they are addressing the addition of speed bumps.

10. Student Equity

Vice President Howard Willis reported that the committee will resume its meetings in two weeks and all the student equity proposals have been submitted. The work group has begun to look at them. They need a faculty appointment to fill a vacancy and VP Willis will reach out to President Johnson about that. The Student Equity plan is due at the end of November and the committee plans to submit a draft by October 24th and will request to be on the agenda on November first as an information item, then return on the 15th as an action item.

11. District Academic Senate (DAS) Has not met

12. District Budget: Has not met.

13. College Council

President Garry Johnson reported that the main item of discussion was the detailed budget report from VP Alexander, as well as an explanation of RAM and its principles. She asked President Johnson to form a committee to look at the implementation of the program review and approved all the program review cycles that went through. they also resolution from the ASG for supporting the Emoja-AFFIRM program.

VI. ACADEMIC SENATE PRESIDENT'S REPORT

The Presidents, Judith Bell and Emily Banh met with the Chancellor to discuss reviving the resource allocation discussions and he said he will consider it. There were four outstanding positions and three out of the four are now moving forward from the Nursing department, as well as an American Indian specialist teaching ethnic studies. Twelve of the positions that were put through faculty prioritization are either filled or moving forward to be filled and only a couple are left.

The retreat was a huge success, there were 25 attendees, and almost all the EVC senators were present and were thanked for attending. He acknowledged Karen Fray and Vice President Tina Iniguez for their contribution to the event. Several people donated items to give out, the District Office provided the parking, the food came out of our budget, and we shared that with our colleagues at SJCC. He also praised the guest speakers.

In attendance were the Board of Trustees Maria Fuentes and Omar Torres. VPs Pouncil and Pratt were thanked for staying the entire day, and President Johnson believes it showed good collegiality. ASCCC provided two speakers for the event, which is part of the membership dues at no extra cost, and they provided their hotel accommodations.

Attendees got good overview on 10+1, plus all the current DE requirements. From SJCC, Pat James and Audrey Blumenau gave specifics on what is going on our campuses. PowerPoint presentations were sent out and can be shared with their colleagues.

President Gilkerson is starting up a program review committee and asked President Johnson to join and he agreed to be on that committee to implement the process.

Work has started on the division and department chair models. They are trying to collect as much data as they can and will have to be done in partnership with AFT, who will do it if it gets if it rates high enough for negotiations, because it will have to be negotiated.

President Johnson urged the Senate to donate blood to help those injured in the Florida hurricane.

VII. VP UPDATE

Vice President Iniguez praised the enrollment summit presented by VPs Pouncil and Willis, which had 50 attendance. She would like these types of summits to continue, and dialogue with faculty and staff continues as an open process and with innovative ideas and adding more sections, accelerated sections and the PACE program.

VIII. CONSENT ITEMS

A. TRC

1. **Grace Tong: Martha Hardin** (faculty selection) and Tina Iniguez (admin selection)
2. **Will Q. Thai:** Caritha Anderson (faculty selection) and William Sapigao (admin selection)
3. **Long Tran:** Mark Bernbeck and Banh Phuong
4. **Michael Cortese:** Mark Bernbeck and Melody Barta
5. **Tina Abraham:** Garry Johnson (faculty Selection) Nancy Lin (admin selection)
6. **Margaret Grover:** Elaine Kafle (faculty selection). Nancy Lin (admin selection)

C. Peer Evaluator

1. **Michael Masuda:** Celso Batalha (faculty selection)
2. **Mark Bernbeck:** Nasreen Rahim

B. Screening Committees

IX. ACTION ITEMS

A. Continuation of Zoom Meetings

A motion was passed, with one abstention, to continue the Senate meetings on Zoom.

B. Screening Committees

1. **Program Specialist/ Transfer and Career:** Jose de Jesus Sanchez

C. DE Requirements - tabled

DE Coordinator Tejal Naik shared a document about maintaining DE certification which included history and rationale, two-hour requirement each year, timeline, approved activities and workshops, DE certification process.

X. DISCUSSION ITEMS (limited to 3 minutes per item)

A. Senate Bylaws and Division Representatives

The Senate debated the idea of expanding the Senate membership. One suggestion was to lower the current composition of decreased number of maximum representatives per division to allow more faculty to participate.

B. Senate Goals 2022

1. Explore division and department chair models (currently in progress.)
2. Collaborate to complete the ISER
3. Update the bylaws and include ground rules
4. The Senate retreat (completed)

This will be discussed further at the next meeting.

XI. INFORMATION ITEM

A. EVC ISER: Vice President Pouncil – tabled

B. Senate Retreat (covered in the President's Report)

XII. ANNOUNCEMENTS AND RECOGNITION

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XIII. ADJOURNMENT The meeting was adjourned at 4:58 p.m.

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Professor Marjorie Clark will be at the Academic Senate meeting to share a resolution to support the Women and Gender Studies Program. They have recently been facing difficulties because of the change in the NIA and would like to discuss it at with the Senate.

Senator Sylvia Min expressed her opposition to the Distance Education recertification requirement, citing it violates labor laws and there is no CA mandate from the California Community Colleges Chancellor's Office for a DE recertification requirement.

- V. COMMITTEE CHAIR REPORTS (3 minutes per report as needed)**
 - 1. All College Curriculum Committee (ACCC):**
Chair Eric Narveson alerted President Johnson to expect a form for him to sign that is required by the Chancellor's Office. It is the annual form for the update on the Curriculum committee that shows they are doing the proper training and that they know what they're doing as a committee. each year.

They will be going through the course catalogue and will bring of list deletions, changes, and additions to the Senate.

2. Student Learning Outcomes (SLOAC)

Grace Estrada reported that the committee will vote to approve a standardized allocation of time for faculty doing the SLO assessment reports and decided it was one-hour for the first SLO, and that assessment includes self-paced training, whether it involves going to a workshop, or viewing videos, and then 30 minutes for every SLO afterwards. This will be helpful when creating the NIAs for faculty where there are no full-time faculty members, and to quantify the workload involved for divisions, or departments where there is only one full-time faculty member. BWD is at 99% compliance for SLO assessment reports and SSHAPE and MSE are both at 95%. She thanked the Senate their work.

3. Institutional Effectiveness Committee (IEC):

Chair Fahmida Fahkrudin was unable to attend the meeting and sent the following, which was shared with the Senate:

1. The ISER draft was updated based on the feedback received from EVC. The report will be presented to the Board as 1st read on October 25th and the secondary will be on November 15th Board meeting.
2. Currently, we are working on the EMP implementation plan.
3. We are doing development work to integrate the Program Review module with Assessment and Curriculum modules.

4. Professional Development

John Kaufmann reported that workshops and professional development have increased funding and it is priority for the committee to get people to participate. All district travel and conference requests will now go through Concur and professional development funding goes through Concur as well. He made a video and will include it on the website.

5. Guided Pathways

Senator Laura Garcia shared the following with the Senate:

EVC adopted the framework of Guided Pathways to address equity gaps, improve students' attainment of skills, shift our conversations to putting students first, recognize that students need holistic supports to help them meet their academic and non-academic needs. The committee has done a lot of good work towards adopting this framework over the last several years. More recently, EVC and district proposed innovative and creative ideas on how to increase enrollment and bring college opportunities to our community. They reflected on the importance of ensuring that the Guided Pathways framework is incorporated into these ideas. She asks that in various committees, that we ask ourselves if the new pathways we are learning about have a *plan* to include all of the four pillars emphasized in Guided Pathways. As a reminder, the four pillars are:

1. Creating a path
2. Helping students choose their path
3. Helping students stay on the path
4. Ensuring students learning

She would like to ask the same of our senators to keep these pillars in mind during your division meetings. She has send out the pillars to help guide you in any discussions you might have.

6. Distance Ed (DE)

Tejal Naik reported that the committee is updating the handbook, they are also discussing guidelines for assessments. They have asked the committee members to bring back feedback and input from online assessments in their online courses. They also discussed the requirement of maintaining recertification.

7. Campus Technology: Steven Mentor– no report

8. Budget: Lisa Hays– no report

9. College Safety and Facilities– no report

10. Student Equity – no report

11. District Academic Senate (DAS)

Vice President Tina Iniguez that they heard a presentation from the East Side San Jose expansion with Rosalie Ledesma and Sabrina Moran. They also discussed the survey results from the retreat.

12. District Budget: Lisa Hays – no report

13. College Council

President Johnson attended the meeting, which was brief. There was discussion about other sources of funding. One source of funding some legislation has been passed and a large sum of money is available for student housing and there is room for proposals to go forward.

VI. ACADEMIC SENATE PRESIDENT’S REPORT

There was a lot that happened at Area B meeting. There was some information provided on the upcoming week, which we are in the middle of October 17th - 21st, which is Undocumented Student week, and a toolkit was provided. If the Senate wants to add some information to any of classes, I will share links to all the documents. The there was a President's report that showed diversity on the committees statewide has been increased.

There was a full report on AB928, GE pathway, and the Common Core numbering system is moving forward. Dolores Davison is doing the Common Core numbering project, occurring in every campus in the State. I think some of these new pieces of legislation, like the AB928, AB705, and AB1705 have helped that process also. For proposed baccalaureate degrees, if your department is thinking about doing a baccalaureate degree, you are encouraged to do so by January 15th, which is the deadline for the next round of submissions. Anyone interested, should send me a message. Three pieces of legislation that greatly impact us were signed into law and AB1705, which was an update on AB705, AB1187, which increases funding into specific areas that we teach in one. There is no more funding available for ESL. AB249 states that the Senate no longer needs to vote on whether to have zoom meetings or in-person meetings. Statewide Chancellor's search is moving forward, as well as Chancellor search for our district .

VII. VP UPDATE

VIII. CONSENT ITEMS

- A. TRC
- B. Peer Evaluator
- C. Screening Committees
 - 1. Basic Needs Coordinator: Lisa Bell
- D. Current SLOAC Members – awaiting list
- E. Current Professional Development Members– awaiting list

IX. ACTION ITEMS

- A. DE Recertification Requirements - tabled
- B. Senate Goals 2022

These are the Senate goals for the year: exploring division and department chair models and working with AFT partners, collaborating to complete ISER, updating the bylaws to include some ground rules. and d the Senate retreat to goal has been completed

X. DISCUSSION ITEMS (limited to 3 minutes per item)

- A. Senate By-laws: tabled

XI. INFORMATION ITEM

A. EVC ISER

Vice President Pouncil Vice President Matais Pouncil thanked all who have participated in data collection. One of the goals of the local Senate is on collaboration on ISER, and he attests that goal has been achieved.

B. East San Jose Expansion Update

Chancellor Raul Rodriguez shared his plan for the East San Jose Expansion project, which he envisions will be underway in the Fall 2023 semester. His office has been looking at locations, and Eastridge Mall seems to be the most promising due to its proximity to public transportation and EVC. The current plan is to use courses already in the catalog. There are no plans to hire more counselors and plan to use academic advisors. There was opposition to not using or hiring more counselors. A suggestion was made to offer classes in Ethnic Studies in the plan.

C. Volunteers November 4 to Represent Senate at Chancellor's Event

The event will be on enrollment and President Johnson and VP Tina Iniguez are unable to go, but a few Senators should attend.

D. SSO and MFA: Tejal Naik: tabled

XII. ANNOUNCEMENTS AND RECOGNITION

A. Fall Plenary Session: November 3-5 Sacramento

<https://asccc.org/events/2022-fall-plenary-session-hybrid-event>

The faculty priority process has begun and there have been 20 submissions.

XIII. ADJOURNMENT: the meeting was adjourned at 4:29 p.m.

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EVERGREEN VALLEY COLLEGE
ACADEMIC SENATE
DRAFT MINUTES
NOVEMBER 1, 2022

President	Garry Johnson	Present
Vice President	Tina Iniguez	Present
Treasurer	Maryam Farshadfar	Sabbatical
Immediate Past President	Randy Pratt	Absent
Social Science, Humanities, Arts, & PE	Arturo Villarreal	Present
Social Science, Humanities, Arts, & PE	Sylvia Min	Present
Business & Workforce Development	Nasreen Rahim	Present
Counseling Services	Laura Garcia	Present
Library and Learning Resources	Lorena Mata	Present
Language Arts	Kelly Nguyen-Jardin	Present
Language Arts	Emily Banh	Present
Math, Science, and Engineering	Preeti Srinivasan	Present
Math, Science, and Engineering	Charles Chau	Present
Nursing & Allied Health	Nancy Lin	Present
At Large	Frank Espinoza	Present
At Large	Charlie Kahn-Lomax	Present
Adjunct	Tejal Naik	Present
Adjunct	Brian Gott	Present
Adjunct	Robby Bodden	Present

Guests: Matais Pouncil, Steven Mentor, Grace Estrada, Howard Willis, Pat James, Bhawana Mishra, Lisa Hays

I. CALL TO ORDER President Garry Johnson called the meeting at 3:00 via Zoom.

II. ADOPTION OF AGENDA

The agenda was adopted and then later was amended as a timely topic, which was inadvertently omitted from the agenda.

III. APPROVAL OF MINUTES

There was a motion to table the minutes which was passed, with four opposed.

IV. PUBLIC COMMENTS (LIMITED TO 3 MINUTES PER PERSON/5 MINUTES PER ITEM)

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

Senator Sylvia Min said that DE training fell under the union's purview.

V. COMMITTEE CHAIR REPORTS (3 minutes per report as needed)

1. All College Curriculum Committee (ACCC) Eric Narveson

The course sunset program removes inactive courses after six-years of not being offered. There is now a Political Science degree.

2. Student Learning Outcomes (SLOAC) Grace Estrada

EVC is at 92% compliance now for courses offered through Spring 2022. Of course, we still have things coming in fall. Congratulations to LLRC is the first division to reach 100% compliance, and there is progress from Business and Workforce Development, SSHAPE and MSE are all over 97%.

3. Institutional Effectiveness Committee (IEC): No report

4. Professional Development: John Kaufmann: No report

5. Guided Pathways: Laura Garcia

The committee is supporting different initiatives supporting, including those that ACCC Chair Eric Narveson has presented, such as the sunset policy. Our goal is by Fall 2023 to have at least an entire GE pattern that could be offered through the website. This will raise our standard for the courses that are offered and would be a great opportunity for our students to have high-quality online courses.

6. Distance Ed: Tejal Naik

The Respondus software is now installed on all the computers in the library. Senate was assured that the DE addendum is easy to fulfill and not as difficult as it had been in the past, and is easy as it looks.

7. Campus Technology: Steven Mentor

EVC is closing reprographics, but EVC staff can submit orders, which will be sent over from SJCC, which has high-speed printers and copiers. They are looking to get more access to printing for associate faculty. He addressed the recent cyber-attacks in district email, and that legitimate district emails are ending up in the junk mailbox, students having difficulty with the single-sign on.

8. Budget Committee: Lisa Hays

Committee did not meet last week. They are working on our rubric to go through the RAM program.

9. College Safety and Facilities – no report

10. Student Equity: Victor Garza – no report

11. District Academic Senate (DAS) Tina Iniguez – no report

12. District Budget: Lisa Hays

The committee is writing a manual for standard operating procedures that finance employees who need to know about finance regulations and procedures. It will be published on the District web page, so everyone can have access to it, and it will be updated each year. There are board policies that the District Budget Committee edits. Chapter 6 specifically is fiscal affairs and will hire someone to help edit it, due to changes like increased mileage reimbursement and per diem. \$10 million at EVC still to be spent by June 30th. Administration wants to give a much of it to students. Reserves are at 24%, with STRS and PERS taking more of the budget than ever before. The money was invested and has paid great returns and the trust pays 3.5 million each year to cover the medical benefits of the retirees.

13. College Council: Garry Johnson

We had a presentation on OER resources, which will be an action item at the next meeting. The presentation, included many of the resources that are available to faculty. There are people on campus who are writing OER resources. Books are being written, as well as a test bank, and smaller materials. There are faculty being paid to write those and there is an opportunity to enroll in the next round. There was a discussion on the use institutional definitions which they been asked to bring to the Senate, which is why it is on our Senate meeting agenda for today on opportunity of equity, social justice, anti-racism, and racial equity.

They discussed structuring our committee work throughout the college to drive the effectiveness, equity, and student-success. The ISER report has been fully approved.

VI. ACADEMIC SENATE PRESIDENT'S REPORT

The meeting that we had with AFT and San Jose City College, President Johnson, Phil Hu, Steven Mentor, Judith Bell, and Emily Banh met to discuss alignment with the DE requirements. This was referred to the lawyer for the AFT and will be a negotiated benefit for all of faculty. If faculty end up requiring the training, they may be paid for it. They should have one policy that fits for both campuses. They also brought up that this is it is not a requirement. There were 28 presentations made at the faculty prioritization meeting, and it is completed. Thanks to Nasreen Rahim, Emily Banh, Sylvia Min, Peter Miskin, Laura Garcia, Loren Mata, and Darcy Ernst.

VII. VICE PRESIDENT'S REPORT

There have been meetings about the East Side Expansion, and Senate leaders are watching closely. There are innovative ideas around the expansion, and is promoted as being a part of EVC. The project will help with enrollment, having better access to our community to college courses, but closer. Throughout these

recent meetings it is something that we always have to watch it closely and ask questions about how this will be funded. Would it come out of our overall budget, or is there something already budgeted at the district office to help with this expansion? Will faculty be overstretched--we are already short on counselors?

VIII. CONSENT ITEMS

A. TRC

B. Peer Evaluator

C. Screening Committees

1. **ITSS Technician:** Abdie Tabrizi

2. **Native American Ethnic Studies:** Arturo Villarreal and Patricia Tirado

D. Current SLOAC Members

E. Current Professional Development Members

F. Student Success Committee: Manny Kang

G. Course Sunset Policy: Eric Narveson – in committee report

F. Curriculum Approval Process Expiration: Eric Narveson

IX. ACTION ITEMS

A. DE Recertification Requirements: Removed

B. Senate By-laws

President Johnson reviewed the changes in amended bylaws draft. There were issues that came up, such as when the elections for associate faculty seats. A motion was made to accept the bylaws as submitted. The motion was seconded and passed with two opposing.

C. SSO and MFA: Tejal Naik

Currently, email can be used to sign into the District network as well as a cellphone.

D. ISER

ISER has been voted on by College Council, and has already done the first reading by the board. A motion was made to approve the document. The motion was seconded and passed unanimously

X. DISCUSSION ITEMS (limited to 3 minutes per item)

A. Institutional Definitions: Opportunity, Equity, Social Justice, Anti-Racism and Racial

There will be a group working on the definitions. The group is comprised of: President Johnson, Bwahana Mishra, Matais Pouncil, Emily Banh, Grace Estrada, Charlie Lomax-Kahn, Sylvia Min and Lorena Mata.

XI. INFORMATION ITEM

A. Volunteers November 4 to Represent Senate at Chancellor's Event

Grace Estrada volunteered to attend.

B. SLOAC ILO Assessment Rubrics – Grace Estrada

Fifteen of our colleagues from different departments worked together. There were 3 per ad hoc committee, and it was very effective. Slight adjustments were made in SLOAC on the ILO rubrics, and we are asking for the Senate to consider them. We do not currently have direct assessments for the ILOs, and we do need these for accreditation purposes.

C. Student Equity Plan

Vice President Willis shared and discussed the 2022-2025 Student Equity Plan slides and will send them to the Academic Senate office for anyone who would like a copy. This is an information item, and then back again on November 15th as an action item.

XII. ANNOUNCEMENTS AND RECOGNITION

Melissa-Ann Nievera-Lozano and ASPIRE team for organizing a an excellent Filipino Month event.

XIII. ADJOURNMENT: The meeting was adjourned at 4:40 P.M.

EVERGREEN VALLEY COLLEGE

ACADEMIC SENATE

MINUTES

MAY 17, 2022

President	Garry Johnson	Present
Vice President	Tina Iniguez	Present
Treasurer	Maryam Farshadfar	Absent
Immediate Past President	Randy Pratt	Absent
Social Science, Humanities, Arts, & PE	Arturo Villarreal	Present
Social Science, Humanities, Arts, & PE	Maryam Farshadfar	Absent
Business & Workforce Development	Nasreen Rahim	Present
Counseling Services	Laura Garcia	Present
Counseling Services	Rosa Pereida	Present
Library and Learning Resources	Lorena Mata	Present
Language Arts	Kelly Nguyen-Jardin	Present
Language Arts	Emily Banh	Present
Math, Science, and Engineering	Preeti Srinivasan	Present
Math, Science, and Engineering	Tin Quach	Present
Nursing & Allied Health	Garry Johnson	Present
At Large	Frank Espinoza	Present
At Large	Charlie Kahn-Lomax	Present
Adjunct	Tejal Naik	Absent
Adjunct	Brian Gott	Absent
Adjunct	Robby Bodden	Present

Guests:

Matais Pouncil, Eric Narveson, Grace Estrada, Robbie Kunkle, Alex Lopez, Fahmida Fakhrudin, Antoinette Herrera, Lisa Hays, Robert Gutierrez

I. CALL TO ORDER President Garry Johnson called the meeting to order at 3:02 via Zoom.

II. ADOPTION OF AGENDA: The agenda was adopted unanimously.

III. APPROVAL OF MINUTES: The Minutes were approved with changes.

IV. PUBLIC COMMENTS (LIMITED TO 3 MINUTES PER PERSON/5 MINUTES PER ITEM)

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

Senator Laura Garcia reminded the Senators about the email she sent about the new Singular General Education Pathway as required by AB 928 and asked that they, and their divisions, complete the survey.

V. COMMITTEE CHAIR REPORTS (3 minutes per report as needed)

1. All College Curriculum Committee (ACCC)

Chair Eric Narveson reported on what the committee has accomplished this academic year: The committee has revised 46 courses, added 34 new courses, and deactivated 46 courses. They added two new certificates, and deactivated two certificates. They revised three degrees, created AAT degrees and three AA degrees, and deactivated two degrees. The committee approved the IEPI statement about the curriculum approval process, and to make an anti-racism review. DE supplement submissions will be reviewed in the fall, so faculty should attend to them as soon as possible.

2. Student Learning Outcomes (SLOAC)

Chair Grace Estrada reported that the committee approved a recommended syllabus. They also made a motion to divide the coordinator position into two positions: one for coordinator and one for chair split 40/20 and details are being discussed. The committee is at about 90% for the PLOs, since EVC programs need updating.

3. Institutional Effectiveness Committee (IEC): Covered in Discussion A.

4. Professional Development:

Chair John Kaufmann was not in attendance, but sent his update: The committee has been following up on requests for PD funding for 2021-22. A survey was sent out and responses will be reviewed at their next meeting on May 19th. They are working on the Fall 2022 PDD which will be on August 25th and 26th, from 9:00 a.m. - 3:00 p.m. The planned theme is: "A New Mission into Practice; A New Vision into Focus." A session proposal submission form will be sent soon. The required Flex Calendar Annual forms have been sent to the state CCC office and will complete their annual self-evaluation document at the next meeting.

5. Guided Pathways: Laura Garcia

6. Distance Ed (DE)

Chair Tejal Naik sent out emails about upcoming workshops. She was not in attendance, but sent her report: Next Tuesday will be the last DE meeting of the semester. The committee has scheduled a demo of the proctoring software Honorlock – one type of proctoring software the DE committee is researching; faculty is invited to see a demo. They are discussing assessments in DE regarding proctoring guidelines and welcome feedback from the divisions. The proposals for EVC OER grants are due June 1st. Faculty can drop by during scheduled drop-in hours or contact her with any questions.

7. Campus Technology: Steven Mentor

8. Budget Committee

Chair Lisa Hays reported that the committee heard a presentation from VP Alexander. They are working on how to look at program review requests and would like to have it approved so that they can move on with their work, which is to see how much money is left over. After the RAM is approved, hopefully, there will be plenty more for EVC. As far as allocations, most will be taken care of by our faculty and classified prioritization groups. Other expenses include technology, facilities, and supplies.

9. College Safety and Facilities Committee

10. Student Equity: Victor Garza

11. District Academic Senate (DAS)

Vice President Tina Iniguez reported that the DAS met last Tuesday and the new President for DAS, Emily Banh, was voted in officially. The main topic of was discussion RAM.

12. District Budget

13. District Council: Garry Johnson

14. RAM Operational Committee

15. Accreditation/ISER

VI. ACADEMIC SENATE PRESIDENT'S REPORT

President Johnson reported on the increase from 10% to 20% for the English department coordinator, and the SLOAC chair will be split between 40/20 for a total of 60% release time. Details are still being worked out.

The ISER committee sent out a survey request to all faculty and asked that the Senators give feedback. President Johnson attended and presented to the ASG and Classified Senate about the program review cycle. He expressed his dismay about the College Council agendaizing for approval for the program review despite the program review being part of the 10 + 1 purview per legislation.

He announced that VP Tina Iniguez and Senator Emily Banh will be attending the Leadership Conference in June.

He and Vice President Iniguez attended the employee recognition awards ceremony and gave out the Distinguished Faculty of the Year awards: Angelina Loyola was the associate faculty of the year and all the Nursing faculty were given the full-time faculty of the year for their work during the pandemic. Tomorrow he will assist with the special programs graduation ceremony, which will be held on Thursday and will also be at the graduation ceremony for EVC, and had to ask to sit on stage, as was traditionally done.

VII. CONSENT ITEMS

A. Professional Development Chair: John Kaufmann

VIII. ACTION ITEMS

A. AP 2410 A motion was made to approve this AP; the motion was seconded and passed unanimously

B. AP 7310 A motion was made to approve this AP; the motion was seconded and passed unanimously

C. AP 7350 A motion was made to approve this AP; the motion was seconded and passed unanimously (Link with more information about the APs: <https://tinyurl.com/bdd7dyx2>)

D. RAM

The RAM was presented at College Council. There was an information session, and people have gotten a better sense of what resource allocation model. A motion was made to adopt the RAM as presented. The motion was seconded and passed unanimously.

IX. DISCUSSION ITEMS (limited to 3 minutes per item)

A. Program Review

Most of the discussion centered around procedure and the Senate's not being involved in the process and by having it administration-driven instead of involving faculty and classified for their input. Another point was that the new program review did not incorporate the three recommendations from the Senate, who has, according to the 10 + 1 agreement from the State Senate, purview over program review.

X. INFORMATION ITEM

A. DE Recertification Requirements

Beginning spring 2023 faculty will maintain their distance education eligibility by attending at least two hours of distance education related training, workshops, webinars, or conference, etc., each year, and it can be also be broken into one hour increments during the semester. There was a question of the low number of hours and how that would provide sufficient training for faculty. It was pointed out that this is for recertification for faculty who have received the training requirements already and its purpose was to update instructors who teach online. The training will be tracked in Canvas. This will be discussed further next semester.

XI. ANNOUNCEMENTS AND RECOGNITION

Special programs award ceremony will be held tomorrow from 1:00 to 3:00 pm in Gullo II.
The scholarship recognition ceremony will be held Monday, May the 23rd three o'clock in Gullo II.

XII. ADJOURNMENT: The meeting was adjourned at 4:48 pm.

**EVERGREEN VALLEY COLLEGE
ACADEMIC SENATE
MINUTES
DECEMBER 6, 2022**

President	Garry Johnson	Present
Vice President	Tina Iniguez	Present
Treasurer	Maryam Farshadfar	Sabbatical
Immediate Past President	Randy Pratt	Absent
Social Science, Humanities, Arts, & PE	Arturo Villarreal	Present
Social Science, Humanities, Arts, & PE	Sylvia Min	Present
Business & Workforce Development	Nasreen Rahim	Present
Counseling Services	Laura Garcia	Present
Library and Learning Resources	Lorena Mata	Present
Language Arts	Kelly Nguyen-Jardin	Present
Language Arts	Emily Banh	Present
Math, Science, and Engineering	Preeti Srinivasan	Absent
Math, Science, and Engineering	Charles Chau	Present
Nursing & Allied Health	Nancy Lin	Present
At Large	Frank Espinoza	Present
At Large	Charlie Kahn-Lomax	Present
Adjunct	Tejal Naik	Present
Adjunct	Brian Gott	Absent
Adjunct	Lorraine Levy	Present

Guests:

Matais Pouncil, Robby Bodden, Rosa Pereida, Eric Narveson, Vicki Brewster, Lisa Hays, Liza Kramer, David Hendricks, Patricia Tirado, Amber Machamer, Hazen de Ausen, John Kaufmann, Marjorie Clark, Henry Estrada, and Robert Gutierrez

- I. **CALL TO ORDER** President Johnson called the meeting to order, via Zoom, at 3:03 p.m.
- II. **ADOPTION OF AGENDA:** The agenda was approved with changes.
- III. **APPROVAL OF MINUTES:** November 1 and 15, 2022: The Minutes were approved as submitted
- IV. **PUBLIC COMMENTS (LIMITED TO 3 MINUTES PER PERSON/5 MINUTES PER ITEM)**
This portion of the meeting is reserved for items not on the agenda. Law does not permit action or extended discussion of items not on the agenda except under special circumstances. If Senate action is required, it can be placed on the agenda for the next meeting.

Amber Machamer, the Executive Director of the Office of Institutional Effects and Student Success for the District, discussed the work they have been doing on the District Governance Handbook, which she shared with the Senate. One of the things they are working on is to place the handbook in a more prominent place on the District Services' webpage. It will be published twice a year, in the fall and in spring, to be current with staffing changes. It will contain information on board meetings, AP/BP policies, flow charts, and detailed information on District departments and whom to contact for various issues.

- V. **COMMITTEE CHAIR REPORTS** (3 minutes per report as needed)
 - 1. **All College Curriculum Committee (ACCC):** Eric Narveson
The committee has had 56 revisions, 2 new courses, 22 deactivations, 107 DE supplements, and 2 new degrees and certificates. There is a policy on the approval process, expiration of 2 years. If a course is started in Curricunet, and has not launched, it will be deleted after two-years with a warning given before deletion. They will be working on a handbook in conjunction with SJCC.
 - 2. **Student Learning Outcomes (SLOAC):** Grace Estrada
There is over 90% compliance in terms of reporting up through spring 2023, Business and Workforce is at 99.6% and LLRC is at 100%. She attended the Chancellor's Enrollment Summit, representing the

Academic Senate and found it inspiring. She shared and uploaded slides from Consumnes River College and how it implemented Guided Pathways to increase enrollment and student success.

3. **Institutional Effectiveness Committee (IEC):** Fahmida Fahkkrudin
 1. The ISER draft was approved by the Board at the November 15th meeting. The final ISER draft will be uploaded to ACCJC on December 15th.
 2. A total of 22 comprehensive program reviews have been submitted by the November 30th deadline. 2 program reviews requested for extension until Monday, December 12th. 5 program reviews requested to defer until next program review cycle.
4. **Professional Development:** John Kaufmann
The committee is still working on the funding request dilemma for requests submitted after the fiscal year in summer, but are working on it with the help of Kathy Tran. President Johnson was asked if he could provide nursing students to take participants' vital signs, in keeping with the theme of the event. Also, food services will be back on campus, so they can provide food for PDD. Some are apprehensive about meeting in person for health reasons, and anyone concerned should speak to their dean.
5. **Guided Pathways:** Laura Garcia– no report
6. **Distance Ed (DE):** Tejal Naik – in Announcements
7. **Campus Technology:** Steven Mentor – no report
8. **Budget Committee:** Lisa Hays
The committee presented their grading rubric and it was placed in chat. It was presented two weeks ago to College Council, and will be used starting in the spring.
9. **College Safety and Facilities Committee:** Vince Cabada – no report
10. **Student Equity:** Victor Garza – no report
11. **District Academic Senate (DAS)** Tina Iniguez -no report
12. **District Budget:** Lisa Hays – no report
13. **College Council:** Garry Johnson

VI. ACADEMIC SENATE PRESIDENT'S REPORT

The East Side Expansion committee has been working on a plan. This will be further discussed in Vice President Iniguez's report on the subject.

President Johnson met with Jorge Escobar about the block funding grant which is three and a half million dollars to be given to our college. The money is for post-Covid funding and can be used for a variety of things most importantly for incoming students who have deficits in English and Math skills, in particular. There is discussion on campus and Senate support is requested for faculty to have 10% reassigned time to help in areas of their expertise.

There is still nine million dollars in funding that has not been spent and he welcomes proposals pertaining to academic success brought to the Senate and then forwarded to VP Pouncil. He will draft a proposal and would like some volunteers who can assist him. Grace Estrada, Sylvia Min, and Tejal Naik volunteered to help.

VII. VICE PRESIDENT'S REPORT

Enrollment is on all of our minds, and President Johnson and I are on the outreach team for the college. It is vital to have faculty present and having a voice on the strategies for moving ahead at EVC. Faculty have volunteered for events that are happening on campus and those that reach out into the community, such as Cash for College, high school commit, and high school counselors are coming onto campus. Watch for emails where faculty are asked to volunteer.

VIII. CONSENT ITEMS

- A. TRC
- B. Peer Evaluator

- C. **Screening Committees**
- D. **Standing Committee:**
 - 1. **Student Equity:** Baljit D Nagi

IX. ACTION ITEMS

- A. **Approval of Associate Senator:** President Johnson
Lorraine Levy was introduced to the Senate as the new associate faculty representative. She gave a brief summary of her activities at EVC. She was approved to serve by unanimous acclamation.
- B. **ILO Rubrics:**
Trichair Grace Estrada shared, reviewed, and place in chat the ILO Rubrics. There are five institutional learning outcomes, which will be modify them later: communication, inquiry, and reasoning, information, competency, social responsibility, and personal development. A motion was made to approve the ILO rubrics. The motion was seconded and passed unanimously.
- C. **Resolution on a New Museum at Evergreen Valley College (Draft2):** H. Estrada/C. Batalha
Professor Henry Estrada shared the resolution in favor of the science center on the surplus land adjacent to EVC. A motion was made to support the resolution. The motion was seconded and passed.

X. DISCUSSION ITEMS (limited to 3 minutes per item)

- A. **Institutional Definitions: Opportunity, Equity, Social Justice, Anti-Racism:** tabled
- B. **East Side Expansion Update:** Tina Iniguez
The subcommittee, consisting of President Johnson, VP Tina Iniguez, Rosa Parieda, Laura Garcia, Emily Banh, and Eric Narveson, discussed recommendations for the East Side expansion. There are recommendations to present to the Senate. All courses, degrees, certificates, etc., need to be affiliated with a college, for accreditation, and transfer institutions' requirements. The programming will be a cohort model, which needs to be set up and will include support service being in place to assist students who have fallen behind in Math and English skills and students who would not typically come to a college campus. There will be two paths planned: Business and General Education The site would be set up as a one-stop center. A suggestion was made to include a library component to the plan to further assist students with research and citation topics. A motion was made to move this to action. Another motion was made that sense of the Senate supports moving forward which carried unanimously.
- C. **Resolution in Support of EVC Women & Gender Studies Program and Womyn's Gender Equity Center:** Charlie Kahn-Lomax and Marjorie Clark
The resolution was presented to the Senate and discussed and several faculty spoke in favor of it. It will be an action item at the next meeting in February.

XI. INFORMATION ITEM

- A. **Accreditation: EVC Institutional Set Standard & Aspirational Goals Standard for Student Success:** Hazel de Ausen and Matais Pouncil
Hazel de Ausen shared a PDF and went through the four metrics that were approved by IEC in November. Success rates for 2020-2023 for our institutions standard will be 72 and then 75 for our aspirational stretch goal. For certificates, we are going to have our institution-set standard at 100 and 125 for our stretch goal. For Associate degrees, it be 700 for our institution-set standard and 758 for our stretch goal. Transfers are the same as the previous year: 700 for institution-set standard and 1,062 for our stretch goals. It will be updated for 2021-22 we still need to get the out of State numbers, in State private enrollment, and that comes from our national student clearing house. We are going to keep track of this and have a cycle to look at, like what our outcomes and then IEC will share this with the College Council next week. They are trying to have in the cycle before November and then present our numbers ready for the ACCJC. This will be a discussion item at the next meeting.
- B. **Excess Units:** Laura Garcia
Counseling wants to update the policy on allowing students to take excess units during the inter-session and summer sessions, which was previously seven-units for inter-session and summer. They

did research to see what other colleges in were doing in the state and were encouraged to bring it to the Senate as a Senate-approved policy. The recommendation is that we maintain the seven- unit limit for inter-session and expand summer up to 10 units. This will be an action item at the first meeting of the semester.

XII. ANNOUNCEMENTS AND RECOGNITION

- AP 4100 Graduation Requirements for Degrees and Certificates: Laura Garcia
- Robby Bodden for his many years of services as Associate Senator
- Charles Chau’s contribution to EVC Outreach during a Cash for College high school event
- Vice President Tina Iniguez for representing the Senate and EVC faculty, as well as promoting EVC at the Alice in Winterland event at the SAP Pavilion.
- There will be an adjunct election in spring to fill the seat vacated by adjunct Senator Brian Gott.
- Senator Rosa Pareida for organizing and promoting Native American History month.
- The last IOTL innovation in online-learning and teaching workshop will be this Friday, and they will be talking about how to import your courses from this semester for next semester. The DE committee successfully completed their first milestone, which is a third of their project, and it will be ready for adoption in fall 2023, and there will be seven new techniques and or manuals for our courses and our students will not be paying anything for them

XIII. ADJOURNMENT: the meeting was adjourned at 5:07 p.m.

**EVERGREEN VALLEY COLLEGE
ACADEMIC SENATE
MINUTES**

FEBRUARY 7, 2023

President	Garry Johnson	Present
Vice President	Tina Iniguez	Present
Treasurer	vacant	Absent
Immediate Past President	Randy Pratt	Absent
Social Science, Humanities, Arts, & PE	Arturo Villarreal	Present
Social Science, Humanities, Arts, & PE	Sylvia Min	Present
Business & Workforce Development	Nasreen Rahim	Present
Counseling Services	Laura Garcia	Present
Library and Learning Resources	Lorena Mata	Present
Language Arts	Kelly Nguyen-Jardin	Present
Language Arts	Emily Banh	Present
Math, Science, and Engineering	Lisa Hays	Present
Math, Science, and Engineering	Celso Batalha	Present
Nursing & Allied Health	Nancy Lin	Present
At Large	Frank Espinoza	Present
At Large	Charlie Kahn-Lomax	Present
Adjunct	Tejal Naik	Present
Adjunct	Vacant	Absent
Adjunct	Lorraine Levy	Present

Guests: Matais Pouncil, David Hendricks, Grace Estrada, Marjorie Clark, Sam Morgan, Hazel de Ausen, Mark Bernbeck, Eric Narveson, Liza Kramer, Amber Machamer, Judith Girardi

I. CALL TO ORDER: President Garry Johnson called the meeting to order at 3:03 pm via Zoom

II. ADOPTION OF AGENDA: Adopted

III. APPROVAL OF MINUTES: October 18 and December 6, 2022 approved as submitted.

IV. PUBLIC COMMENTS (LIMITED TO 3 MINUTES PER PERSON/5 MINUTES PER ITEM)

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

Amber Machamer, Executive Director of Institutional Effectiveness and Educational Services would like to launch a district-wide survey, and if there is enough interest, move forward. We also have a new opportunity with a new Chancellor to let them know what the issues are. She would like help from both faculty and classified staff from the two colleges and the District Office to choose questions, as well as support from the Academic Senate.

V. COMMITTEE CHAIR REPORTS (3 minutes per report as needed)

1. All College Curriculum Committee (ACCC): Eric Narveson

The ACCC had its first tech committee meeting today and are moving forward. The first curriculum meeting will be on Thursday online and thereafter in person.

2. Student Learning Outcomes (SLOAC): Grace Estrada

The first SLOAC meeting will be this Friday, in person, in Gullo II from 10:00 to 11:30.

She thanked the Senate for importing the ILO assignments into their Canvas shells. They can still import it, and then change the title to read “for instructor use only” so students will not get confused by it. She also reminded the Senate that our SLO assessment reports for fall are due March 1st, Drop-in times are Wednesday, from 2:30 to 3:30.

3. Institutional Effectiveness Committee (IEC)

Chair Fahmida Fahkkrudin sent in her report:

Accreditation- There will be a Community Open Forum on Tuesday, March 21st, 2 to 3 pm on zoom.
Program Review- Mentor and Second Reader's feedback will be sent to the program review authors this week. The deadline for the submission of the updated draft is February 21st.

4. Professional Development:

Chair John Kaufmann was unable to attend and sent the following:

- We planned and helped facilitate the Jan 27 PD Day with the theme: Vital Connections, Vital Campus. We worked to make it a "Vibrant Day" with lively guests, a "PeeDeeDee Feud" gameshow fueled by attendee survey responses, a video of students sharing their own vital connections, vital signs checked by nursing student volunteers, addresses by the president and chancellor and 11 breakout sessions. Full agenda of the day here.
- Our attendance form collected 300 responses (some include multiple sessions attended), and some registered with their divisions.
- We collected event feedback and will discuss at our next PDC meeting.
- We will have our first committee meeting of the semester on Thursday, Feb 16 at 3:00 PM.
- This first meeting will be on Zoom, with following meetings in-person in the Gullo 1 conference room.
- Shifting to in-person meetings is impacting committee makeup, with at least one member needing to step down due to work schedule. Members will work with their division deans and senate approval if replacements are needed.
- When our meetings resume on Feb. 16, we will consider PDD Feedback as we begin planning for the next PD day on March 17th. We will also review PD Funding Applications.
- We have worked with Kathy Tran to address the summer "donut hole" in funding applications. This work will be reflected in the updated funding guidelines found on the EVC/PD website. We are also working to improve Concur awareness and training, identified as a weak spot in the current PD funding process. We hosted a PD Funding Breakout session at the last PD day, and Kathy Tran joined us for this valuable session.

5. Guided Pathways: Laura Garcia

The committee has not yet met and the first meeting is tomorrow. They are going to be moving towards using a formal program-mapper using the Bakersfield model's program. The college is a good position, since all the program-maps have already been created. She congratulated all involved since EVC was chosen to be part of phase one and for having PLOs for all of our programs. She also reminded the Senate that if there is a course in the department that has not been offered in years, they may want to deactivate that course or plan to start offering it.

6. Distance Ed (DE):

DE Chair Naik reported:

1. CVC Exchange Update: Both EVC and SJCC presidents have committed to Phase II – Teaching college. What this means is that students from other colleges can now use register for our online courses on the exchange.
2. Last semester, it was brought to the DE committee's attention that the faculty observation form for online courses is woefully outdated and needs to be revised. The DEC is working on it and it will be brought to the senate for review once we have a draft ready.
3. New Title 5 updates regarding what information must be available in the course schedule and course syllabus for each online course offered.
4. The new process for maintaining DE eligibility is to complete the DE eligibility form in the IOTL canvas course (open course: self-enroll at <https://sjeccd.instructure.com/enroll/D89WRB>). It is straightforward, and simply requires faculty to upload documentation of their DE activities.

7. Campus Technology: Steven Mentor – no report

8. Budget Committee: Lisa Hays

The Committee will meet tomorrow at 3:00 and one of the things that will be discussed is the resource allocation proposals that programs will have to make if they want additional funds. Vice President

Alexander will be holding online and on-campus workshops to help people and Dr. Hays is available to help with the forms. Highlights of the meeting were sent after the meeting:

- No more rollover of funds year after year
- Departments must request in Program Review
- Not due for a Program Review, fill out Annual Resource Allocation request
- Requests are made on Curricunet spring semester only
- Reviewed by technology and facilities committee
- Then College Budget Committee
- Members rank the requests
- Give away funds until we run out
- Continuation of free tuition

9. College Safety and Facilities Committee – no report

10. Student Equity: Victor Garza – no report

11. District Academic Senate (DAS) has not met

12. District Budget: Lisa Hays

The committee met on February 2nd and will be meeting twice a month at this time.

Some of the things of concern are still that EVC has \$10.2 million in higher educational relief funds

13. District Council:

President Johnson reported that they have not met yet, but will continue working on District policies.

VI. ACADEMIC SENATE PRESIDENT'S REPORT

I went to the Board meeting in January. The it was the joint meeting between the Milpitas Unified School District and SJECCD, with the Milpitas people there. There was a presentation from Dean Kunkle on the Manufacturing Program, which is collaborative with Milpitas and a presentation from SJCC Dean Maniphone Dickerson about the history of the Milpitas and SJECCD relationship, as well as the Middle College program. They discussed the innovation center which is being built, and they want a commitment. The Board gave a verbal commitment to require several 1 million dollars in funding.

- We have 10 new hires this spring. I did check in with the President to find out where we are at with that, because normally by now I have been petitioned by the Deans to start appointing people to those various hiring committees. make sure that when you are at the division meetings asking for volunteers to step up and be on those hiring committees, so that when the time comes where we are at is the AFT is looking over the job descriptions.
- The East Side Project is stalled and I met with the President who has been very transparent with both myself and our Vice President about this. There has been delay in signing the contract. Some other things happening are that they are considering other sites and building out some of the existing partnerships that we already have. We have partnerships with some of the schools high schools in our area, and also some of the other organizations, and are partnering with some of them to do some of the offerings.
- A request for those in the SSHAPE division: we have officially hired the new Ethnic Studies, professor, and this is a request to ask him, or bring him, to the Board of Trustees to the next Board of Trustees meeting. When I do, my President's report from Evergreen, it will be my pleasure to introduce him.
- Vice President Iniguez has asked for the school to consider providing a shuttle service from Eastridge to our campus, and our President has been looking into it, so it is possible that in the future we may have a shuttle service available to get students from Eastridge. They have to be a green vehicle.
- The first of our accreditation team visits will be on March 21st. It will be an online visit, and there is a direct request from our administrators to have the maximum number of senators in attendance. It starts at be a meet and greet earlier with myself and Tina and our new treasurer.
- There is room for 35 faculty to enroll in the anti-racism course. This was a course that President Gilkerson pursued. She will be contacting people to enroll. A number of faculty have gone through the humanizing curriculum, and this is taking it to the next level. It will be a canvas course and just for EVC.

- There will be a full day workshop on decolonizing the syllabus, which came out of the humanizing curriculum for all faculty to attend.
- Vice President Matthias Pouncil, who is here on the faculty prioritization process. We are going to be meeting with him over the next couple of months, and be ironing out the process with some input about how to make that process more transparent.
- There needs to be an appointment made to the district Senate, since Laura Garcia, who has been in service for a long time, has stepped down and that would require a Senate officer, usually be the Treasurer to fill that position.

VII. ACADEMIC SENATE VICE PRESIDENT'S REPORT

President Johnson and Vice President Iniguez are a part of the outreach team, and are pleased with the efforts of those also involved as well as the outreach events. Vice President Iniguez reported that enrollment numbers are up, and believes that these activities played a part in the increase. Graduation petitions are due at the end of March, so faculty are reminded to reaching out and tell students in your classrooms, as well as making their counseling appointments as soon as possible to meet the various deadlines.

VIII. CONSENT ITEMS

- A. TRC**
- B. Screening Committees**
- C. Standing Committees**
 - 1. College Technology:** Charles Chau

IX. ACTION ITEMS

- A. Excess Units**

Senator Laura Garcia shared EVC's excess unit authorization policy for students taking an excess of number of units per semester for regular semester. She is seeking Senate approval for extending the summer units to 10 per session without the need for students to get permission. A motion was made to increase the number of units from 7 to 10 per session. The motion was seconded and passed unanimously
- B. Resolution Supporting EVC Women & Gender Studies Program and Womyn's Gender Equity Center**

Senator Charlie Kahn-Lomax and Marjorie Clark shared a presentation featuring background and a timeline of the EVC Women & Gender Studies Program and Womyn's Gender Equity Center. The resolution to support the program and center had been previously approved by the Academic Senate was shared. A number of woman-centered courses were created and are a component of some transfer degrees. Professor Clark would like a more prominent location on campus and funding for more staff in order to be effective and accessible to students who would benefit from the center. A motion was made to approve the resolution as written. The motion was passed and seconded
- C. Formation of an Elections Committee**

President Johnson, Charlie Kahn-Lomax, and Frank Espinoza will be on the election committee for the vacant associate faculty Senate seat. President Johnson asked the Senators to go back to their divisions and ask if anyone is interesting in serving.

X. DISCUSSION ITEMS (limited to 3 minutes per item)

- A. Accreditation: EVC Institutional Set Standard & Aspirational Goals Standard for Student Success**

Hazel de Ausen and Matais Pouncil shared and reviewed the EVC Institutional Set Standard & Aspirational Goals Standard for Student Success goals, which are posted on the EVC webpage This has been presented at College Council in December and President Gilkerson has expressed concerns about the aspirational goals being a little too low. Transfers and graduation petition numbers are declining, which relates to student equity. This will be an action item at the next meeting.

B. Fraudulent Enrollments

Dean of Enrollment Services, Sam Morgan, explained the current influx of fraudulent enrollments and ways in which faculty would be able to distinguish them. He credited the increase to late start classes and increase of online classes for this. If an instructor suspects fraudulent enrollments, they should contact him for further investigation. It is believed that this is being done to obtain financial aid. The most troubling aspect of the fraud concerns students on legitimate waitlists who then are unable to get a seat in a course they need. Some instructors are giving assignments to complete on the first day of class as criteria before dropping students.

C. Brown Act Requirement

President Johnson addressed the Brown Act requirement that mandated that certain committees return to in-person meetings. He believes that the mandate is ambiguously applied for different governance bodies. This not only affects the Senate, but also affects the Senate sub-committees that are suffering from low-attendance as a result. The next meeting will be in a hybrid format and he will explore other options.

D. Convening PIC Committee for March PDD Alt Plans

The PIC committee will consist of Vice President Pouncil, Eric Narveson, Nasreen Rahim, and President Johnson

XI. INFORMATION ITEMS

A. Spring Plenary Session: April 20-22, 2023, in Anaheim

B. Area B Meeting: (3/18/23)

C. Hiring Committees: Garry Johnson

D. Diversity Action Council Members: Garry Johnson

E. Annual Self-Reflective Assessment Survey for DE Faculty: Tejal Naik

The Annual Self-Reflective assessment survey for DE faculty that will be sent out by VP Pouncil @ Feb 8th. The survey is mandatory for faculty teaching online courses and is due by Feb 16th.

F. POCR Lite Option for Faculty to Meet Their 4 Hours/2 Year:

POCR Lite option for faculty to meet their 4 hours/2 year maintaining DE eligibility requirement. VP Pouncil approved funding to reimburse POOCR-certified faculty to review courses for RSI and Accessibility. As one of the ways to meet the DE eligibility requirement, faculty can request POOCR-certified faculty to have a look at their fully asynchronous course and get support and resources to meet RSI and Accessibility if needed. The review and refinement of the course would count for 4 hours.

G. Dual Enrollment & Adult Education: Robbie Kunkel - tabled

XII. ANNOUNCEMENTS AND RECOGNITION

Welcome Back to EVC Events

EVC Women's Badminton Team Resuming Games in March

John Kaufmann and Committee for PDD

XIII. ADJOURNMENT

**EVERGREEN VALLEY COLLEGE
ACADEMIC SENATE**

MINUTES

FEBRUARY 21, 2023

President	Garry Johnson	Present
Vice President	Tina Iniguez	Present
Treasurer	Lisa Hays	Present
Immediate Past President	Randy Pratt	Present
Social Science, Humanities, Arts, & PE	Arturo Villarreal	Present
Social Science, Humanities, Arts, & PE	Sylvia Min	Present
Business & Workforce Development	Nasreen Rahim	Present
Counseling Services	Laura Garcia	Present
Library and Learning Resources	Lorena Mata	Present
Language Arts	Kelly Nguyen-Jardin	Present
Language Arts	Emily Banh	Present
Math, Science, and Engineering	Lisa Hays	Present
Math, Science, and Engineering	Celso Batalha	Absent
Nursing & Allied Health	Nancy Lin	Absent
At Large	Frank Espinoza	Present
At Large	Charlie Kahn-Lomax	Present
Adjunct	Tejal Naik	Present
Adjunct	Vacant	Absent
Adjunct	Lorraine Levy	Present

Guests: Matais Pouncil, Eric Narveson, Judith Girardi, Grace Estrada, Hazel de Ausen, William Nguyen, Vince Cabada, Robbie Kunkle, Elaine Ortiz-Kristich, Antoinette Herrera

I. CALL TO ORDER

President Johnson called the meeting to order at 3:00 in the Mishra Conference Room and via Zoom

II. ADOPTION OF AGENDA: The agenda was adopted unanimously

III. APPROVAL OF MINUTES: The February 7, 2023 minutes were approved as submitted

IV. PUBLIC COMMENTS (LIMITED TO 3 MINUTES PER PERSON/5 MINUTES PER ITEM)

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

V. COMMITTEE CHAIR REPORTS (3 minutes per report as needed)

1. All College Curriculum Committee (ACCC): Eric Narveson

The committee has had three tech committee meetings so far, and the second curriculum meeting is this Thursday and they will be catching up on the course submissions that came in last fall. There are fewer deactivations and most of the old courses are gone and should be reflected in the percentage of SLO completions. They are working on the details on which semester a course is offered and which will be published in the schedule of classes and catalog. Their next meeting will be held in-person in Gullo II.

2. Student Learning Outcomes (SLOAC): Grace Estrada

Lorena Mata is now representing the LRC on SLOAC. They are working on the PLO assessment process this semester. Their deadline for SLO assessment reports is March 1st. They have reviewed 75 SLO assessment reports this semester, and there are courses that were offered just this fall, and are at 72% compliance.

3. Institutional Effectiveness Committee (IEC): Fahmida Fahkrudin – no report

4. Professional Development John Kaufmann

The committee updated PD funding request guidelines:

- Addendum for international travel requests and addendum with context for "Summer Donut Hole" travel requests, Increased reminders about and support for Concur requests in the process. Emphasizing the committee's role in approving funding, and stressed that Dean and President approval must be granted (through Concur) before travel.
- We approved 6 funding applications at our last meeting, and we are already seeing a difference in understanding and engagement around Concur.
- The updated form will be available on the website with the next web-refresh that includes our agendas and approved minutes. March 17 2023 will be PDD Friday, from 9AM-3PM.
- The proposed theme is "Giving Students the Green Light to Success"(in-person and online) and addresses counseling that helps student hit the ground running, class offerings, maps and guided pathways that keep students moving through their programs, student services that remove red lights on the road to success and keeping faculty "up to speed" on distance learning.

The committee expressed a strong desire to include opportunity for DE sessions (and required re-certification hours) to be included in the variety of breakout sessions. I have reached out to Tejal Naik for suggestions regarding DE Content. We will have a variety of sessions and I will send out the call for submissions and suggestions to the full campus soon. This is the one PDD that allows for Alt Plans and the PIC Committee has been formed by the Senate president and will send the alt plan submission form out soon. He has shared the proposed schedule and theme with President Gilkerson.

5. Guided Pathways: Laura Garcia

Senator Garcia spoke with the Deans about our documenting which semester a course can be expected to be offered and shared what Canada College is doing. Her goal is to have this completed before the end of the semester. Deans were given a spreadsheet similar to this. They have been tasked with working out which semesters a student can expect a course to be offered and consulting faculty. Much of the work has already been done through program maps. The deadline to submit a draft to her is April 4 and faculty should consider courses that have not been offered in a while, and if they are still relevant.

6. Distance Ed (DE): Tejal Naik

They had their first meeting last Tuesday and worked on a draft for the online observation form for faculty. This was a request from last semester from faculty, as well as from a few deans, because the current form is for online courses and that form does not really reflect the things that they look for in online courses. She will share this with her SJCC counterpart and it must go through the union and the Academic Senate. The college must put into information regarding technology in the schedule, for example, if a course requires students to use Respondus, then it should go in there. Also, if a host uses any other technology that is not a normal part of an in-person course, but it is required for the online version, that also needs to be noted.

7. Campus Technology: Steven Mentor – no report

8. Budget Committee: Lisa Hays

1. College Resource Allocation update:

- a. Assume all budgets are set to \$0
- b. Fill out program review to include everything including new classified requests, new faculty requests, preventative maintenance, contracts, supplies and equipment.
- c. If not due for a program review, fill out the Annual Resource Request on Curricunet.
- d. All requests for personnel will go to separate committees.
- e. Remaining will go to CBC to be discussed and ranked.
- f. How much money will committee distribute? We will not know until July and October for sure.
- g. The tax data point of 7.4% is a good sign we will have a larger district budget this year.
 - i. 7.4% INCREASE in property taxes paid compared to same time last year
 - ii. Assume 3.5% when making our district budget

2. Free Tuition
 - a. SJCC wants to continue free tuition. VP Alexander says data does not show that free tuition increases persistence and completion. ASG said students need money for childcare, housing, food, and textbooks. “15 for \$1500” is for that reason.
 3. HEERF is ending
 - a. Received \$31M and have \$1M left which will be given to students through financial aid
 4. New money in COVID Relief Fund from state
 - a. District received \$6.7M to recover from pandemic
 - b. District office asked for and took \$1M. \$2.8M for each college
 - c. Ideas include buying shuttles for east side transportation.
 - d. Student Success Teams
 - e. Faculty stipends
- 9. College Safety and Facilities**
Vince Cabada reported on what committee has been working such as on a chart to delineate and clarify which departments (grounds, custodial, maintenance, and facilities) are responsible for any issues that may arise on campus. There will be safety training on March 15, for building managers, building marshals and captains if there are emergencies.
- 10. Student Equity: Victor Garza** – No report
- 11. District Academic Senate (DAS) Tina Iniguez**
They met last Tuesday, before the board meeting, and discussed the East Side project lease not being signed, and that the project is paused while they are exploring other ideas such as a shuttle-service. They also addressed the requirement for Brown Act online or in person meetings. Future topics will include free tuition, waitlists, and enrollment barriers.
- 12. District Budget:** Lisa Hays
- 13. District Council:** Garry Johnson

VI. ACADEMIC SENATE PRESIDENT’S REPORT

Various committee/program participants will be invited to report on what is going on in their areas so it can be shared by the Senators to their divisions.

VII. ACADEMIC SENATE VICEPRESIDENT’S REPORT

Vice President Tina Iniguez reported that there is the possibility of partnering with Stanford University. There is a proposed tuition increase for the international students, who gave public comments at the Board meeting. The increase is on hold now, but it will be addressed again.

VIII. CONSENT ITEMS

- A. Peer Review
 1. **Garry Johnson:** Elaine Kafle
 2. **Susana Machado:** Peter Miskin
 3. **Liza Kramer:** Scott Wilson
- B. Screening Committees - Removed
 1. **Administration of Justice Instructor:** Cindy Bevan and Dave Hendricks
 2. **Engineering Instructor:** Charles Chau and Abdie Tabrizi
 3. **Computer Science Instructor:** Henry Estrada
 4. **Nursing Medical Surgical Instructor:** Manjit Kang
- C. **Strategic Enrollment Management Joint Committee:** Manjit Kang and Anh Tran
- D. **Statewide OERI Task Force Request:** Pat James

IX. ACTION ITEMS

A. Accreditation: EVC Institutional Set Standard & Aspirational Goals Standard for Student

Success: Hazel de Ausen and Matais Pouncil

The presentation was shared and discussed by the Senate. A motion to approve the standard and goals was made. The motion was seconded and passed, with one opposition.

B. Screening Committees - Removed

1. **Kinesiology/Soccer Instructor:** Felicia Perez, Melody Barta, Parran Vanniasegaram

2. **Psychology Instructor:** Pham Huong, Leslie Williams, and Grace K. Estrada

X. DISCUSSION ITEMS (limited to 3 minutes per item)

A. Faculty Prioritization Process Feedback

All of the positions requested for through faculty prioritization were granted. The Faculty Prioritization Committee is meeting before the next Senate meeting to modify the faculty prioritization processes, and include resource allocation information in, since now the faculty prioritization requests can come anytime throughout the year. The faculty prioritization committee only meets in the in the fall.

B. AFT and Health Benefits for Associate Faculty

President Johnson expressed his dismay at the lack of health benefits for associate faculty, despite the state having money to pay for them. Other colleges in the state are utilizing those funds and providing these benefitd

XI. INFORMATION ITEMS

A. Tutoring Presentation

William Nguyen, Academic Skills and Tutoring Instructor, presented and reviewed what the tutoring center was doing. He explained that during the pandemic, the tutoring was 100% online. Tutoring is in a few different formats on campus: in-person, online, and embedded tutoring in the classroom as well. There are a few sites for tutoring: the tutoring center in LRC, the Science Resource center in MS3, and the Biology area in Sequoia for the microbiology, anatomy, and physiology. The tutors are students and are recommended by faculty The are required to have a cumulative 3 GPA, or better, and take a tutor-training course. The center is also working closely with early alert counselors, for students at risk for failure in their classes.

B. POCR Reviewed Quality Badged Course Submissions to CVC-OEI

Senators Tejal Naik reported that there are number of courses that are not active, but previous semester courses that are going to be looked at for accreditation. Thank you to the faculty, for allowing them to go in and look at their courses. These are not active courses, so it does not affect the students, and it is not the same as having to require permission for people to go into an active class.

XII. ANNOUNCEMENTS AND RECOGNITION

Tenure Fall 2023

Jennifer Kurushima, Biology

Lisa Pang, Biology

Elizabeth Eckford, Language Arts

Peter Miskin Nursing

Emon Graves, Accounting

Kelly Nguyen-Jardin, ESL

Melissa-Ann Nievera-Lozano, Ethnic Studies

Tram Pham, EOPS Counselor

Patricia Tirado, History

XIII. ADJOURNMENT: The meeting was adjourned at 4:40 p.m.

**EVERGREEN VALLEY COLLEGE
ACADEMIC SENATE
MINUTES
MARCH 7, 2023**

President	Garry Johnson	Present
Vice President	Tina Iniguez	Present
Treasurer	Lisa Hays	Present
Immediate Past President	Randy Pratt	Present
Social Science, Humanities, Arts, & PE	Arturo Villarreal	Present
Social Science, Humanities, Arts, & PE	Sylvia Min	Present
Business & Workforce Development	Nasreen Rahim	Present
Counseling Services	Laura Garcia	Present
Library and Learning Resources	Lorena Mata	Present
Language Arts	Kelly Nguyen-Jardin	Present
Language Arts	Emily Banh	Present
Math, Science, and Engineering	Lisa Hays	Present
Math, Science, and Engineering	Celso Batalha	Absent
Nursing & Allied Health	Nancy Lin	Absent
At Large	Frank Espinoza	Present
At Large	Charlie Kahn-Lomax	Present
Adjunct	Tejal Naik	Present
Adjunct	Baljit Nagi	Present
Adjunct	Lorraine Levy	Present

Guests: Matais Pouncil, Eric Narveson, Grace Estrada, Antoinette Herrera, Emon Graves, John Kauffman, Leslie Williams, Grace Beyong, Steven Mentor, Carol Abohatab

I. CALL TO ORDER:

President Garry Johnson called the meeting to order at 3:00 in the Mishra Room and via Zoom at 3:00

II. ADOPTION OF AGENDA: The agenda was unanimously adopted.

III. APPROVAL OF MINUTES: The Minutes of February 21, 2023 were approved as submitted.

IV. PUBLIC COMMENTS (LIMITED TO 3 MINUTES PER PERSON/5 MINUTES PER ITEM)

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

Senator Nasreen Rahim attended the CTE and Noncredit North Regional Workshop sponsored by the Academic Senate of California Community Colleges (ASCCC) at Laney College with two faculty members: Tejal Naik and Carmen Vera.

V. COMMITTEE CHAIR REPORTS (3 minutes per report as needed)

1. All College Curriculum Committee (ACCC)

Chair Eric Narveson reported that he was asked to present on curriculum at PDD. He will have a breakout session and explain what typically needs to be done and how to fill out what you are responsible for.

2. Student Learning Outcomes (SLOAC): Grace Estrada

Chair Grace Estrada thanked those who have submitted their reports, and for those who did not, she will continue to accept them to help with the numbers. Overall, EVC is at 75 completion; when it started in 2020, it was at 15 and will go up from there. She will send out this information to the Deans so that they can work with the faculty to account for the missing numbers. So many faculty, especially associate faculty, where in departments where they are the only one fulltime, faculty are not getting

compensated for the work. There is the PDD and they can have that; and if that works they will recommended to move this the due date from March first to 10 business days after PDD.

3. Institutional Effectiveness Committee (IEC):

Chair Fahmida Fahkkrudin submitted the following:

Accreditation: President Gilkerson will be sending a global email to EVC community about upcoming events for ISER soon. There will be a Meet and Greet zoom session on Tuesday, March 21 from 1 pm to 1:45 pm and Community Open Forum zoom session on Tuesday, March 21 from 2 pm to 3 pm. We are making some updates in the accreditation page on EVC website.

Annual Update and Resource Request: The deadline for submitting the Annual Update and Resource Request form in CurriQunet is March 10th. Every department /program needs to submit their resource request for the next fiscal year through this form if they need any resources. The departments/ programs that are due for comprehensive program review this year, they do not need to submit the annual update and resource request form. They need to submit all their resource requests through the future needs and resource request form in comprehensive program reviews. Program Review Program Review authors have submitted their updated drafts based on their mentor/second reader's feedback in end of February.

4. Professional Development

Chair John Kaufmann reported that Professional Development Day will be on March 17 and will focus on breakout sessions. He will be stepping down as Chair of the Professional Development Committee at the end of the semester and will have the opportunity to work with his replacement over the coming month to get them ready There is an AT in Theater, and many classes are going to be part of that program, which launches next fall and is the only faculty who can teach many of them, and chairing the committee will no longer be feasible.

5. Guided Pathways

Senator Laura Garcia reported that the committee has not met since the last Senate meeting. There is a report that is due by June 1. They meet tomorrow and will discuss how to do the report. They are moving forward with trying to document which semester courses will typically be offered. Deans need to provide input and program mapper and they are looking at mid to late April, which is what the Foundation of California Community Colleges has told her to begin phase one of implementing the more sophisticated program mapper.

6. Distance Ed (DE)

Senator Tejal Naik submitted the following:

The latest Title 5 update to section 55005- Publication of Course standards, requires community colleges to make available to students, the following information via college publications:

Course modality, required meeting times – online or on-campus, any required technology platforms devices and applications and any test or proctoring requirements. The current comments/footnotes at the bottom of each section already include the first two as we (DEC) updated them last year. To address the last two, the DEC developed the following language to be added as indicated in the course schedule and in self-service:

“Access to a computer with high-speed internet connection is required. Exclusively using a phone or tablet may prevent you from successfully completing a course.” This statement will be added at the top of the schedule since it applies to all DE courses.

The following two are section specific and the Deans would need to consult with the faculty and send this information for each course to scheduling. The following comment would be added to the section in which the instructor is planning to use Respondus proctoring software (lockdown browser or monitor) please include the following statement in section comments: “Course uses Respondus Proctoring Software for exams.” This comment would be added to the section in which the instructor is planning to use any applications that students purchase, such as online homework system (Pearson’s My Lab & Mastering, Cengage’s WebAssign, McGraw Hill, Portales), please include the following: “Course requires purchase of (insert name of online homework system or application).”

The following was shared with the DEC regarding ACCJC review of DE courses for RSI and accessibility. ACCJC requested a random sample that constitutes 5% of the courses offered last fall. Below is the list of 15 Asynchronous courses for ACCJC review. We ran a random generator on the list of **Asynchronous** courses offered in Fall 2022 and selected the sections taught by the instructors that were recommended by Deans. (Last Fall, we offered 144 courses with a total of 307 sections in the asynchronous modality)

114	MATH 063-220	Shanna Erickson
29	ASTRO -10-205	Celso Batalha
4	ACCTG-001A-201	Melody Barta
71	ENGL-001C-210	Binh Vo
7	AJ-010-201	Cindy Bevan
124	OCEAN-010-201	Lisa Hays
61	EDIT-010-201	Nasreen Rahim
56	COUNS-013-201	Martha Hardin
28	ART-090-205	Deborah Gustlin
130	PSYCH-018-203	Grace Estrada
99	HIST-017A-201	David Hendricks
53	COMSC-075-202	David Eisenberg
138	SPAN 001A-201	Sara Jacome-Thompson
69	ENGL-001A-228	Susana Ramirez
105	LA-010-202	Rama Ruppenthal

7. Campus Technology:

Chair Steven Mentor announced that Charles Chau is a new member of the committee and that CTSS is in the process of filling vacancies, especially a replacement for Eugenio Canoy's position as the point person for infrastructure and vetting technology requests. They are working on a form to assess technology requests coming from the resource allocation request process to streamline the process. HECVAT, which is the Higher Education Community Vendor Assessment Toolkit, which the committee endorsed, is a rubric for looking at technology purchases focusing on accessibility and cybersecurity. They are working to help students navigate the issues around no longer having auto forwarding of college email, looking at MFA bits with ASG, and getting metrics on how many students have currently opted into MFA. There is a plan to do a simulated phishing test for the college this summer and determine who clicks the fake email and follow-up with them.

8. Budget Committee:

Senator Lisa Hays submitted the following:

1. College Resource Allocation update
 - a. Thank you to Fahmida for setting up CurriQunet with VP Alexander for the Annual Request
 - b. Unfortunately, Lisa and Grace were not invited to those meetings in January and only learned about the request format during the workshops in February
 - i. The three of them met last week to clarify expectations of their committees
 - c. Lisa says to do your best getting the form filled out by Friday at 5PM The committee does not need it to be perfect.
 - d. Focus on teaching the committee about your program, what you need and why
 - e. We will do our best to help you get your funds, so feel free to email her if you need help.

9. College Safety and Facilities Committee: Vince Cabada – no report

10. Student Equity: Victor Garza – no report

11. District Academic Senate (DAS) Tina Iniguez – will be meeting next week.

12. District Budget

Lisa Hays reported that the committee discussed the foundation, which now has a new employee to run it and try to partner with various local technology companies. The District receives 15% of everything coming to the foundation. They also addressed the increased fees for the out of state and international students, which they believe was too large an increase.

13. District Council

President Johnson reported that the Council voted on Chapter 6 policies and a policy about diversity was pulled pertaining to how the District deals with contracts to determine if it meets the criteria for equity.

VI. ACADEMIC SENATE PRESIDENT'S REPORT

President Johnson and VP Pouncil are working on faculty prioritization and there was a slight change we got feedback from a couple of our committee members, and then the resource allocation model process went through. They are not getting the amount of data needed from that process, but there is until the end of spring to complete it. He attended the study session at the Board of Trustees last Tuesday. Labor lawyers were present and gave a presentation on negotiation language and what it means to bargain in good There was also was public comment about the international student fees increase. Board of Trustees posted the 2-year Distance Education Coordinator for EVC that was approved at the previous Board meeting. He encouraged the Senators to participate on the Classified Professional screening committees. The email request for dues and scholarship contributions was sent out a couple of times The dues are not spent often, so the treasury is mainly scholarships. He encouraged the Senators to reach out to their colleagues for donations. He would like to make a goal this year to double that and earmark one of them for an international student, because of the increase in fees.

VII. ACADEMIC SENATE VICE PRESIDENT'S REPORT

Vice President Iniguez and President Johnson are on the Outreach Committee and they proposed having a marketing plan highlighting faculty and the various projects on campus in which they are active. The District did not sign the lease for the east side expansion project, and other things are being explored such as internships and paying local businesses to provide internships.

VIII. CONSENT ITEMS

A. Peer Review

- 1. Sherryanne Lim: Evaluator:** Richard Longacre

B. Screening Committees

- 1. Administration of Justice Instructor:** Cindy Bevan and Dave Hendricks
- 2. Engineering Instructor:** Charles Chau and Abdie Tabrizi
- 3. Computer Science Instructor:** Henry Estrada and Preeti Srinivasan
- 4. Nursing Medical Surgical Instructor:** Manjit Kang and Peter Miskin
- 5. Nursing: Pediatrics:** Peter Miskin and Darcy Ernst
- 6. Mental Health and Wellness Coordinator:** Kara Has and Parran Vanniasegaram
- 7. Kinesiology/Soccer Instructor:** Melody Barta, Randy Pratt

IX. ACTION ITEMS

A. Screening Committees

- 1. Psychology Instructor:** Pham Huong, Leslie Williams, and Grace K. Estrada
- 2. Adjunct Senator**

Baljit Nagi, the new Associate Senator, was welcomed to the Senate and shared her experience and background. A motion was made to approve her as Senator by acclimation; the motion was seconded and passed.

X. DISCUSSION ITEMS(limited to 3 minutes per item)

A. AFT and Health Benefits for Associate Faculty:

Professor Carol Abohatab reported that there are guaranteed \$200 million in ongoing funds under AB190 from the state for health care benefits for associate faculty (70% of the workforce) and a number of community colleges have already accessed it. The AFT have been trying to get an MOU with the District Office. The original bill was passed in August of 2022. The trailer bill was passed in

September, and has been available to faculty for the fall of 2022. The next Board meeting will be on March 14 and she would like full-timers to support associate faculty.

B. RAM and Budget Update

President Johnson and Vice President Pouncil have been working on faculty prioritization. The committee will get recommendations from RAM and explore those by the end of April.

XI. INFORMATION ITEMS

A. Presentation from DSP

DSP Counselor Grace Boyang went over the forms required in order to allow for DSP accommodations.

B. Early Alert

Vice President Tina Iniguez gave background and a summary of the Early Alert Program pioneered by Senate Emily Banh and the Matriculation Committee, who want our students get more support outside the classroom. She has been emailing early alert instruction videos to faculty. There are over 100 faculty and 600 students participating in the program. She also provided student success examples of those who were in program, which works with faculty and Student Services, such as DSP help students who are having difficulty to succeed.

C. PIC Committee EVCPIC@evc.edu

President Johnson reported that he has been receiving alternate plans for PDD and would like the Senators to go back to their constituents to let them know they have until this Friday to submit them

D. OER ZTC Grant

Lorraine Levy reported that there is a \$20,000 grant to create a zero textbook cost pathway like a course or transfer pathway where all the courses would be zero textbook. She did workshop over the break with Creative Commons, and this was the project and wanted to bring it to the Senate as an information item, since getting a grant from the State will require Senate approval. There is a task force that she would like to be a part of and will look into it more and bring it back as a discussion

E. POCR Reviewed Quality Badged Course Submissions to CVC-OEI

DE and Guided Pathways are working together towards the goal of offering quality online general education courses and to see what Guided Pathways funding to use to support faculty. A plan was presented and will be sent by email to all faculty. They looking at one course from each general education area to be evaluated by our POCR faculty here on campus. If a course might fit into this and there is and faculty are interested in doing this, they will send out links to the IGETC pattern, to determine which courses might fit within your area. There is a process and faculty who are interested should contact their Dean, then, if it looks like it fits within the IGETC pattern, the dean can refer it to Senator Naik. There will be preparation that needs to be done beforehand and then at the end once the course gets badged. They are working out the reimbursement 20 hours of work. There was concern that this may create a two-tier educational system and this will be discussed further at the next meeting.

XII. ANNOUNCEMENTS AND RECOGNITION

Spring Plenary

Career Fair on Campus

Womens's History Events: Art Exhibit, Book Tea

South Asian Heritage Events

The Outreach team would like to have STEM faculty volunteer at an event at Stanford University

XIII. ADJOURNMENT: the meeting was adjourned at 5:15 p.m.

**EVERGREEN VALLEY COLLEGE
ACADEMIC SENATE
MINUTES
APRIL 18, 2023**

President	Garry Johnson	Present
Vice President	Tina Iniguez	Present
Treasurer	Lisa Hays	Present
Immediate Past President	Randy Pratt	Present
Social Science, Humanities, Arts, & PE	Arturo Villarreal	Present
Social Science, Humanities, Arts, & PE	Sylvia Min	Present
Business & Workforce Development	Nasreen Rahim	Present
Counseling Services	Laura Garcia	Present
Library and Learning Resources	Lorena Mata	Present
Language Arts	Kelly Nguyen-Jardin	Present
Language Arts	Emily Banh	Present
Math, Science, and Engineering	Lisa Hays	Present
Math, Science, and Engineering	Celso Batalha	Absent
Nursing & Allied Health	Nancy Lin	Present
At Large	Frank Espinoza	Present
At Large	Charlie Kahn-Lomax	Present
Adjunct	Tejal Naik	Present
Adjunct	Baljit Nagi	Present
Adjunct	Lorraine Levy	Present

Guests: Matais Pouncil, Eric Narveson, Grace Estrada, John Kaufmann, Vicki Brewster, Phil Hu, Lisa Bell, Bhawana Mishra, Elaine Ortiz-Kristich, Amber Machamer, Howard Willis

I. CALL TO ORDER:

President Garry Johnson called the meeting to order at 3:00 in the Mishra Room and via Zoom. He asked for a moment of silence for Vice Chancellor Jorge Escobar, who passed away this week . A suggestion was made that a resolution to name the newly planted tree area the Escobar Grove in his memory, since he was a leader on that project.

II. ADOPTION OF AGENDA The agenda was adopted

III. APPROVAL OF MINUTES: The Minutes of March 7, 2023 were approved as submitted.

IV. PUBLIC COMMENTS (LIMITED TO 3 MINUTES PER PERSON/5 MINUTES PER ITEM)

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

Dr. Amber Machamer discussed the Delineation of Functions, Spring 2023 update was a collaborative effort by district employees, using the 2016-2017 version as a base. District staff were identified by the Office of Institutional Effectiveness and Student Success (IESS). The review process was conducted in stages.

Senator Sylvia Min commented that the resource allocation request process creates workload disparity on our campus, disenfranchises faculty, does not allot for proper compensation for the Adjunct faculty advocating for their departments, and is ultimately prohibitive for some departments in addressing their needs. She would like to see, going forward, that this process be streamlined, more user friendly and that the form removes unnecessary questions that do not fall under the faculty's purview (e.g. calculating another employees' salary and benefits).

V. COMMITTEE CHAIR REPORTS (3 minutes per report as needed)

1. All College Curriculum Committee:

Chair Eric Narveson reported that there is one more tech committee meeting next week, and two more regular meetings for the semester. It is time to purge the catalog of courses that have not been offered. This gives the SLO committee less burden to have to look at SLO's from courses that don't get offered. It also increases the percentage, which helps in the October visit of accreditation. It is too late this semester to submit curriculum and anything launched this semester will have to wait until fall. He will create a list of out of date courses by the end of May and contact the appropriate departments.

2. Student Learning Outcomes

Chair Grace Estrada reported that every division is over 90% in SLO assessment reporting, which is huge milestone for us. She shared and reviewed the recommended Program Learning Outcomes Assessment Process. There are 568 active courses, and there are still 180 that either that needed to be offered or deactivates from those 120 we have 526 SL O's.

3. Institutional Effectiveness Committee

Chair Fahmida Fahrudin submitted the following in March:

Program Review- There were a total of 31 comprehensive program reviews (administrative, instructional and student services areas) due this year including the late program reviews. 6 programs requested for deferring their program reviews to next year. Therefore, a total of 25 program reviews were submitted this year. Out of these 25 program reviews, IEC approved 21 program reviews and will be forwarding them to College Council for final approval.

Annual Update and Resource Request update- 34 department/programs have submitted their annual update and resource request by the March 10th deadline.

Institutional Self Evaluation Report (ISER)- update- EVC ISER team is currently working on gathering additional evidence that was requested by Accreditation team. There is an ISER Meet and Greet zoom session today from 1 to 1:45 pm and an ISER Open Forum zoom session today as well from 2 to 3 pm.

4. Professional Development

John Kaufmann reported that the committee finished PD days for the fiscal year and there are three meetings left. They will do preliminary planning for the fall PD and set the next committee and chair up for success. They focused on funding for professional development and at the beginning of this year they had a goal of increasing the amount of funding and the number of people receiving funding; they funded 30 applicants, double that the previous year, and there are still a few more weeks to go. They are working with Kathy Tran to help people get training on Concur.

5. Guided Pathways: Laura Garcia – no report

6. Distance Ed

Chair Tejal Naik shared the newest version of the DE Handbook. There were no contact revisions and the format was updated for clarity and esthetics. The will be on the next agenda as an action item. She asked that faculty stop using Proctorio as it is no longer supported by the District.

7. Campus Technology: Steven Mentor – no report

8. Budget Committee:

Chair Lisa Hays reported that the committee got 21 comprehensive program reviews and 34 annual allocation requests. The committee had training last week on how to read and rank them according to the rubric. For each program 55, we are asked to read them and rank that they wrote and will meet all of all of their rubrics. It will be finalized in October when the budget is approved by the board. So when the money comes in, It will be distributed starting with number one at the top.

9. College Safety and Facilities Committee – no report

10. Student Equity: Victor Garza – no report

11. District Academic Senate

Vice President Tina Iniguez reported that DAS met last week and it was its first in-house meeting at the District Office before the board meeting and they covered quite a few topics. District Senate President Emily Banh is doing the inaugural newsletter and DAS reviewed a vision statement and mission statement for the District Senate. Also, reviewing the work that has been done with Chapters

6 and 7. She will also highlight certain areas in this issue, such as the policies committee and its members. It was suggested to put pictures so we all are familiar with who are the people who are on these committees. Senator Banh will as so highlight new legislation that applies to faculty, as common core numbering system as well as the GE Universal GE for the community colleges. CSU's and UCs . More newsletters will be forthcoming

12. District Budget: Lisa Hays – no report

13. District Council: Did not meet due to the death of VC Jorge Escobar.

VI. ACADEMIC SENATE PRESIDENT’S REPORT

The summer senate needs volunteers. Garry Johnson Lisa Hays, Tina, Iniguez, Tejal Naik, and Charlie Kahn-Lomax will be serving. They will be paid for 10 hours. President Johnson has be actively searching for someone to replace John Kaufmann as PD committee, and asked the Senate to asked their colleagues. Carol A was acknowledged for her leadership and work for associate faculty benefits. He is advocating against AB1292 which will address out of state nursing students who are having their clinical training here, and possibly crowding-out local students; he asked the Board to write a letter opposing this bill. Senator Lorraine Levy won a scholarship to the Spring Plenary session. He asked the Senators to nominate faculty from their divisions for the Distinguished Faculty of the Year Award. There is an upcoming webinar on common care course numbering

VII. ACADEMIC SENATE VICEPRESIDENT’S REPORT

Vice President Iniguez and President Johnson are a part of the Enrollment and Outreach Committees, and they are planning Days on the Green or an open house during summer. She would like this discussed in Guided Pathways. Faculty will be tabling their programs and disciplines and she would like faculty to volunteer to be a part of that. They are also working on highlighting faculty as a part of the marketing strategy to better connect with the community One of the new initiatives that's going to start is that KRON Channel 4 will be doing a three-pronged marketing promotion for EVC, doing interviews for a week, and running promotional videos from marketing to be featured on their website.

VIII. CONSENT ITEMS

A. Screening Committees

- 1. DE Coordinator:** Nasreen Rahim, Bhawana Mishra, and Lisa Bell
- 2. Computer Science Instructor:** Laimi Cong-Huyen
- 3. Kinesiology/Men’s Soccer:** Felicia Perez and Tina Iniguez
- 4. Administration of Justice:** Rosa Pereida
- 5. AANAPISI Supervisor:** William Sapigao and Baljit Nagi
- 6. ITSS:** Garry Johnson
- 7. Program Coordinator UMOJA:** Harvey Gipson

B. Standing Committees

- 1. Budget Committee:** Elaine Ortiz-Kristich and Mirella Burton (beginning in Fall 2023)
- 2. Technology Committee:** Will Thai
- 3. Diversity Action Council:** (beginning in Fall 2023)
Alyssa Larios, Claudia Barbosa- Daniels, Charlie Kahn-Lomax
- 4. All College Curriculum Committee** (beginning in Fall 2023): Rosa Pereida (Counseling)
- 5. Student Equity** (beginning in Fall 2023): Caritha Anderson and Leticia Burke
- 6. Professional Development:** Grace Tong
- 7. Faculty Prioritization Committee:**
Nasreen Rahim, Darcy Ernst and (beginning in Fall 2023)Tina Iniguez
- 8. AB 705 - English Liaison –** Hanh Deng (beginning in Fall 2023)
- 9. Budget Chair:** Lisa Hays

C. Peer Evaluators

- 1. Bob Lombard:** Teck Ky

D. NIAs

1. **Auto/Honda:** Mark Bernbeck
2. **Aspire Affirm:** Melissa Nievera Lozano
3. **IEC:** Fahmida Fakruddin
4. **Budget:** Lisa Hays
5. **Enlace:** Elaine Ortiz-Kristich
6. **English Final Exam Coordinator:** Todd Marvin
7. **SLO Coordinator:** Grace Estrada
8. **Credit for Prior Learning:** Melody Barta
9. **Technology:** Steven Mentor
10. **DE:** Tejal Naik
11. **Curriculum Chair:** Eric Narveson
12. **Senate VP:** Tina Iniguez
13. **Senate President:** Garry Johnson

IX. ACTION ITEMS

A. Division Dean of Business and Workforce Development Screening Committee

Deferred pending vote: Leticia Burke, Eric Narveson, Mark Bernbeck, Robert Brown, Nasreen Rahim, Emon Graves, and Lisa Bell (3 needed)

X. DISCUSSION ITEMS(limited to 3 minutes per item)

A. POCR Reviewed Quality Badged Course Submissions to CVC-OEI

This is the follow-up on the information presented a month ago and one of the goals to have at least one course in each general education area. Back in 2018, EVC became a consortium member for the CVC, and much of the consortium membership was following the OEI rubric standards in our online courses and establishing a local POCR, so faculty who can become POCR-certified and get trained in the OEI rubric standards and then can review courses for design to meet those standards. In order for your courses to be quality batched on the CVC exchange, the courses have to go through POCR review. This will be an action item at the next meeting.

B. Discipline List and Equivalency Workgroup:

There is now lab/lecture parity and that will also affect equivalency.

C. Strategic Enrollment Management (SEM) Update

They have been doing the surveys and going over what happens with enrollment management on our campus. There are currently five faculty on the SEM committee: President Johnson, Vice President Iniguez, Manny Kang, Eric Narveson and Henry Estrada. They will be traveling to Irvine in June for training.

D. The Brown Act

President Johnson will be at the Plenary Session and is working with SFCC on a resolution that will allow hybrid meetings starting in the fall.

E. Committee Evaluation Form (covered in ISER Update)

F. Recommended PLO Assessment Process

Grace Estrada reported that some of the program reviews came up with a CurricUNET issue that could not do the PLO assessments. It took two meetings to fix this and they discussed importance of collaboration and moving away from being captive by CurricUnet. Faculty should check results and any differences between modality--online versus in-person. If 90% or more of students are passing with a C, then the reflection should be what can we do to help them? Do they need more resources or need to change assessment?

XI. INFORMATION ITEMS

A. ISER Update:

There were no problems related to ISER, which means it was passed at this point, which the President announced it at the Board meeting. Some of the minor issues are how committees are evaluating themselves and how governance structure is evaluating itself. President Johnson will send out a form to committee chairs that can be used for committees for input and then pass it through the Senate for use.

B. Online Faculty Observation Form

Senator Tejal Naik reviewed and gave background on the form and revision and unresolved issues. It will be a discussion item at the next meeting. Phil Hu was present and also gave input about the form. It will be an action item at the next agenda.

C. DE Handbook (first draft): Tejal Naik (see DE report): action item at next meeting

D. Enlace Program Presentation

Elaine Ortiz-Kristich was in attendance during a video presentation about the Enlace program created by Counselor Mirella Burton. The presentation was well-received by the Senate.

E. Scholarship Readers : Charlie Kahn-Lomax and Karen Fray

XII. ANNOUNCEMENTS AND RECOGNITION

Representation Matters: Creating Inclusive Campus Environments for Supervisor, Asian American and Native American Pacific Islander Serving Institution Workshop

Distinguished Faculty of the Year

Graduation

Summer Session Committee

Health Care MOU

AMATYC Math Contest

Janina Espinosa for the successful and well-attended job fair

There are 600 calculators that have been secured for math students.

XIII. ADJOURNMENT: The meeting was adjourned at 5:20 p.m.

**EVERGREEN VALLEY COLLEGE
ACADEMIC SENATE
MINUTES
MAY 2, 2023**

President	Garry Johnson	Present
Vice President	Tina Iniguez	Present
Treasurer	Lisa Hays	Present
Immediate Past President	Randy Pratt	Absent
Social Science, Humanities, Arts, & PE	Arturo Villarreal	Present
Social Science, Humanities, Arts, & PE	Sylvia Min	Present
Business & Workforce Development	Nasreen Rahim	Present
Counseling Services	Laura Garcia	Present
Library and Learning Resources	Lorena Mata	Present
Language Arts	Kelly Nguyen-Jardin	Present
Language Arts	Emily Banh	Present
Math, Science, and Engineering	Lisa Hays	Present
Math, Science, and Engineering	Celso Batalha	Absent
Nursing & Allied Health	Nancy Lin	Present
At Large	Frank Espinoza	Present
At Large	Charlie Kahn-Lomax	Present
Adjunct	Tejal Naik	Present
Adjunct	Baljit Nagi	Present
Adjunct	Lorraine Levy	Absent

Guests:

Matais Pouncil, Janice Assadi, Grace Estrada, McTate Stroman II, Henry Estrada, Jennifer Kurushima, Abdie Tabrizi, Jeanette Fedasz, Steven Mentor, Leslie Williams, Phil Hu, Krista McClain, Vicki Brewster, Elaine Ortiz-Kristich, Antoinette Herrera,

I. CALL TO ORDER

President Garry Johnson called the meeting to order at 3:05 p.m. in the Mishra Conference room and via Zoom.

II. ADOPTION OF AGENDA: The agenda was approved as submitted.

III. APPROVAL OF MINUTES: The Minutes of April 18, 2023 were approved with changes.

IV. PUBLIC COMMENTS (LIMITED TO 3 MINUTES PER PERSON/5 MINUTES PER ITEM)

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

Vicki Brewster shared her concern about the one-year term for the Chair of the All College Curriculum Committee. She believes it takes a minimum of two-years for the chair to gain the necessary expertise and experience for the job. The individual has to attend the Curriculum Institute that's held each year by the State Academic Senate. She added that the chair of the committee cannot be a novice.

Henry Estrada expressed his disappointment at the lack of collegiality and transparency at the budget committee meeting and encouraged faculty to attend the meetings.

V. COMMITTEE CHAIR REPORTS (3 minutes per report as needed)

1. All College Curriculum Committee

Eric Narveson reported that the Curriculum Tech Committee is finished for the year and are no longer looking at new items that come up to the level of the Tech Committee for this academic year are now catching up with work that has gone through Tech. They have one more meeting next week, which will be the last of this academic year. Curriculum is not shut down and faculty can still do proposals, which will be addressed in September.

2. Student Learning Outcomes

Chair Grace Estrada reported that the numbers are at 96.7% completion and she thanked everyone for their work. Business and Workforce actually got over the 100%, and they have over 557 SLOs. She shared the SLOAC Recommended Program Learning Outcome Assessment Process. Faculty training may be needed to learn the difference between objectives and outcomes.

3. Institutional Effectiveness Committee

Fahmida Fahkrudin: no report

4. Professional Development

Chair John Kaufmann was unable to attend and submitted the following:

We are excited to learn of the new chair, Jennifer Kurushima, and are looking forward to getting her up to speed on the committee's charge and processes. Along those lines, we are working to establish the theme and general schedule/structure for the Fall 2023 PD Days. Please invite senators to email me with any theme suggestions (key words are great!) before our meeting on Thursday! Fall 2023 PD Days will be August 24th and 25th, 2023 The PD Committee does not meet over the summer, so the deadline for funding applications for travel through September 15th is May 15th at 3PM

5. Guided Pathways

Laura Garcia reported that all academic deans submitted the semester each course in our catalog is typically offered with the exception of Language Arts. Ninety percent are aligned with existing program review maps.

6. Distance Ed (DE)

Chair Tejal Naik reported that the base faculty online observation form is done and they will be starting work on the DE handbook. There will be an IOTL innovation in online teaching and learning workshop this coming Friday, in person, where they will explore the Canvas mobile app, which many students use. Participants will be provided with iPads to use during the event. The OER cohort number two has been launched and they will have a workshop on May 10th, from 5:00 to 6:00 p.m.

7. Campus Technology

Steven Mentor reported that the new normal and additional technology requirements are making faculty harder to achieve balance, since they need to acclimate to new technology in addition to the normal workload and determine what does and does not work for them. Senator Nasreen Rahim received a grant for Hyflex. There are issues with IT in the new Language Arts building having to do with supply chain issues and he is working with Dean Gutierrez and VP Alexander to ensure they are fixed.

8. Budget Committee:

Lisa Hays reported the committee received all of the program reviews and annual allocation requests that were approved by College Council. The committee members read through all 51 of the requests. The final rankings will go to the President, and in the fall the budget will finally be approved.

9. College Safety and Facilities – Vince Cabada – no report

10. Student Equity: Victor Garza – no report

11. District Academic Senate: Tina Iniguez - no report

12. District Budget: Lisa Hays – meeting cancelled

13. District Council: Garry Johnson– meeting cancelled

VI. ACADEMIC SENATE PRESIDENT'S REPORT

The integrated planning/shared governance document of 2019-2022 has expired, but is the most current document. He pointed out that there has been consultation on the chairpersons' term being for one year only. If there is an interest in expanding the term to two-years, the governance document needs to be amended: The NIAs are divided into three categories: Senate and Senate committee chairs, general program coordinators, and departmental coordinators. President Johnson informed the Senate that there is nothing decided regarding reprographics. There is an upcoming election for the at-large Senate seat whose term is from 2023-25. Eric Narveson and Kelly Nguyen-Jardin volunteered to be on the election committee.

Dr. Jennifer Kurushima was welcomed to her new position as PD Chair.

VII. ACADEMIC SENATE VICE PRESIDENT'S REPORT

There is work being done on enrollment, which is mostly an online-process. There are open-houses planned, both online and in-person in summer. EVC's transfers and enrollment percentage rates are the highest among the local colleges.

VIII. CONSENT ITEMS

A. Screening Committees

1. **Business and Workforce Development Dean:** Emon Graves, Robert Brown, and Mark Bernbeck

B. Standing Committees:

1. **Student Equity:** Sylvia Anderson

C. Peer Evaluators

D. **Professional Development Chair:** Jennifer Kurushima

IX. ACTION ITEMS

A. POCR Reviewed Quality Badged Course Submissions to CVC-OEI

A motion to approve the POCR-reviewed quality badge course submissions was made. The motion was seconded and passed.

B. Resolution Honoring Abdie Tabrizi

Professor Eric Narveson wrote and presented a resolution in honor of Dr. Abdie Tabrizi and his upcoming retirement. Various Senators gave testimony to his work, professionalism, and diligence, as well as a standing ovation. Dr. Tabrizi also spoke to the Senate about his years at EVC.

C. PLO Assessment Process

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

D. Online Faculty Observation Form

A motion was made to adopt the form as submitted. The motion was passed with three nays and one abstention.

E. **DE Handbook:** Tejal Naik – the handbook was approved unanimously.

F. Committee Evaluation Form

President Johnson explained that he, Grace Estrada, Eric Narveson, and Jennifer Kurushima are the ones who are responsible for the completion of the form. This will be addressed at a future meeting.

G. AFT 6157 Evaluation Article Consultation

A motion was made to approve the language presented at the previous meeting. The motion was seconded and passed unanimously.

H. **Director of Marketing:** Sylvia Min and Manjit Kang *tabled*

I. Distinguished Faculty of the Year

The votes were tallied and they will be announced at the Employees Recognition event.

X. DISCUSSION ITEMS(limited to 3 minutes per item)

A. Plenary Resolutions

President Johnson shared some of the resolutions that were passed at the Spring Plenary.

XI. INFORMATION ITEMS

A. Health Services Presentation:

Janice Assadi and McTate Stroman of Health Services reported on what their department offers, e.g., medications, counseling, lab tests, and much more as a full clinic. McTate Stroman, Program Coordinator, detailed the Wellness Program and what is available to students who may be struggling, such as online resources and counseling.

B. Strategic Enrollment Management (SEM) Update:

Tina Iniguez reported that there are several faculty members going in a to a training event in Anaheim focusing on strategic enrollment management. There is an application for data and enrollment services

asked about about the W's. The number one reason our students are not completing is emotional wellness and number two is time management, with what they have going on with work and at home.

C. ITSS Priorities and Initiatives Underway: Vice Chancellor Scott Conrad - tabled

XII. ANNOUNCEMENTS AND RECOGNITION

Mental Health and Wellness Fair

The President is sending out a request recruiting for faculty OER resources collaborations

There is an initiative for open pedagogy and anti-racism planned for this summer and it will be online.

The AAPI kick-off will be Thursday.

There is a memorial event on Friday for Jorge Escobar.

President's Gilkerson's Tidbits newsletter.

Those attending the graduation ceremony should RSVP.

The Black Student Union's mixer

XIII. ADJOURNMENT The meeting was adjourned at 5:14 p.m.

EVERGREEN VALLEY COLLEGE

ACADEMIC SENATE

MINUTES

MAY 17, 2022

President	Garry Johnson	Present
Vice President	Tina Iniguez	Present
Treasurer	Maryam Farshadfar	Absent
Immediate Past President	Randy Pratt	Absent
Social Science, Humanities, Arts, & PE	Arturo Villarreal	Present
Social Science, Humanities, Arts, & PE	Maryam Farshadfar	Absent
Business & Workforce Development	Nasreen Rahim	Present
Counseling Services	Laura Garcia	Present
Counseling Services	Rosa Pereida	Present
Library and Learning Resources	Lorena Mata	Present
Language Arts	Kelly Nguyen-Jardin	Present
Language Arts	Emily Banh	Present
Math, Science, and Engineering	Preeti Srinivasan	Present
Math, Science, and Engineering	Tin Quach	Present
Nursing & Allied Health	Garry Johnson	Present
At Large	Frank Espinoza	Present
At Large	Charlie Kahn-Lomax	Present
Adjunct	Tejal Naik	Absent
Adjunct	Brian Gott	Absent
Adjunct	Robby Bodden	Present

Guests:

Matais Pouncil, Eric Narveson, Grace Estrada, Robbie Kunkle, Alex Lopez, Fahmida Fakhruddin, Antoinette Herrera, Lisa Hays, Robert Gutierrez

I. CALL TO ORDER President Garry Johnson called the meeting to order at 3:02 via Zoom.

II. ADOPTION OF AGENDA: The agenda was adopted unanimously.

III. APPROVAL OF MINUTES: The Minutes were approved with changes.

IV. PUBLIC COMMENTS (LIMITED TO 3 MINUTES PER PERSON/5 MINUTES PER ITEM)

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

Senator Laura Garcia reminded the Senators about the email she sent about the new Singular General Education Pathway as required by AB 928 and asked that they, and their divisions, complete the survey.

V. COMMITTEE CHAIR REPORTS (3 minutes per report as needed)

1. All College Curriculum Committee (ACCC)

Chair Eric Narveson reported on what the committee has accomplished this academic year: The committee has revised 46 courses, added 34 new courses, and deactivated 46 courses. They added two new certificates, and deactivated two certificates. They revised three degrees, created AAT degrees and three AA degrees, and deactivated two degrees. The committee approved the IEPI statement about the curriculum approval process, and to make an anti-racism review. DE supplement submissions will be reviewed in the fall, so faculty should attend to them as soon as possible.

2. Student Learning Outcomes (SLOAC)

Chair Grace Estrada reported that the committee approved a recommended syllabus. They also made a motion to divide the coordinator position into two positions: one for coordinator and one for chair split 40/20 and details are being discussed. The committee is at about 90% for the PLOs, since EVC programs need updating.

3. Institutional Effectiveness Committee (IEC): Covered in Discussion A.

4. Professional Development:

Chair John Kaufmann was not in attendance, but sent his update: The committee has been following up on requests for PD funding for 2021-22. A survey was sent out and responses will be reviewed at their next meeting on May 19th. They are working on the Fall 2022 PDD which will be on August 25th and 26th, from 9:00 a.m. - 3:00 p.m. The planned theme is: "A New Mission into Practice; A New Vision into Focus." A session proposal submission form will be sent soon. The required Flex Calendar Annual forms have been sent to the state CCC office and will complete their annual self-evaluation document at the next meeting.

5. Guided Pathways: Laura Garcia

6. Distance Ed (DE)

Chair Tejal Naik sent out emails about upcoming workshops. She was not in attendance, but sent her report: Next Tuesday will be the last DE meeting of the semester. The committee has scheduled a demo of the proctoring software Honorlock – one type of proctoring software the DE committee is researching; faculty is invited to see a demo. They are discussing assessments in DE regarding proctoring guidelines and welcome feedback from the divisions. The proposals for EVC OER grants are due June 1st. Faculty can drop by during scheduled drop-in hours or contact her with any questions.

7. Campus Technology: Steven Mentor

8. Budget Committee

Chair Lisa Hays reported that the committee heard a presentation from VP Alexander. They are working on how to look at program review requests and would like to have it approved so that they can move on with their work, which is to see how much money is left over. After the RAM is approved, hopefully, there will be plenty more for EVC. As far as allocations, most will be taken care of by our faculty and classified prioritization groups. Other expenses include technology, facilities, and supplies.

9. College Safety and Facilities Committee

10. Student Equity: Victor Garza

11. District Academic Senate (DAS)

Vice President Tina Iniguez reported that the DAS met last Tuesday and the new President for DAS, Emily Banh, was voted in officially. The main topic of was discussion RAM.

12. District Budget

13. District Council: Garry Johnson

14. RAM Operational Committee

15. Accreditation/ISER

VI. ACADEMIC SENATE PRESIDENT'S REPORT

President Johnson reported on the increase from 10% to 20% for the English department coordinator, and the SLOAC chair will be split between 40/20 for a total of 60% release time. Details are still being worked out.

The ISER committee sent out a survey request to all faculty and asked that the Senators give feedback. President Johnson attended and presented to the ASG and Classified Senate about the program review cycle. He expressed his dismay about the College Council agendaizing for approval for the program review despite the program review being part of the 10 + 1 purview per legislation.

He announced that VP Tina Iniguez and Senator Emily Banh will be attending the Leadership Conference in June.

He and Vice President Iniguez attended the employee recognition awards ceremony and gave out the Distinguished Faculty of the Year awards: Angelina Loyola was the associate faculty of the year and all the Nursing faculty were given the full-time faculty of the year for their work during the pandemic. Tomorrow he will assist with the special programs graduation ceremony, which will be held on Thursday and will also be at the graduation ceremony for EVC, and had to ask to sit on stage, as was traditionally done.

VII. CONSENT ITEMS

A. Professional Development Chair: John Kaufmann

VIII. ACTION ITEMS

A. AP 2410 A motion was made to approve this AP; the motion was seconded and passed unanimously

B. AP 7310 A motion was made to approve this AP; the motion was seconded and passed unanimously

C. AP 7350 A motion was made to approve this AP; the motion was seconded and passed unanimously (Link with more information about the APs: <https://tinyurl.com/bdd7dyx2>)

D. RAM

The RAM was presented at College Council. There was an information session, and people have gotten a better sense of what resource allocation model. A motion was made to adopt the RAM as presented. The motion was seconded and passed unanimously.

IX. DISCUSSION ITEMS (limited to 3 minutes per item)

A. Program Review

Most of the discussion centered around procedure and the Senate's not being involved in the process and by having it administration-driven instead of involving faculty and classified for their input. Another point was that the new program review did not incorporate the three recommendations from the Senate, who has, according to the 10 + 1 agreement from the State Senate, purview over program review.

X. INFORMATION ITEM

A. DE Recertification Requirements

Beginning spring 2023 faculty will maintain their distance education eligibility by attending at least two hours of distance education related training, workshops, webinars, or conference, etc., each year, and it can be also be broken into one hour increments during the semester. There was a question of the low number of hours and how that would provide sufficient training for faculty. It was pointed out that this is for recertification for faculty who have received the training requirements already and its purpose was to update instructors who teach online. The training will be tracked in Canvas. This will be discussed further next semester.

XI. ANNOUNCEMENTS AND RECOGNITION

Special programs award ceremony will be held tomorrow from 1:00 to 3:00 pm in Gullo II.
The scholarship recognition ceremony will be held Monday, May the 23rd three o'clock in Gullo II.

XII. ADJOURNMENT: The meeting was adjourned at 4:48 pm.