



Evergreen Valley College

Academic Senate Minutes

Tuesday, April 1, 2025

Mishra Conference Room

Present: Henry Estrada, Kelly Nguyen-Jardin, David Hendricks, Juan Gil, Laura Garcia, Sravani Banerjee, Melissa Hornstein, Michael Masuda, Nancy Lin, Eric Narveson, Charlie Kahn-Lomax, Grace Estrada, Binh Vo, Rahmon Pashtunyar, Maria Esperanza Outeirino-Feijoo

Absent: Judith Girardi

Guest(s): Tejal Naik and Nasreen Rahim (in person), Matais Pouncil and Steven Mentor (via Zoom)

I. Call to Order – 3:01 pm

II. Adoption of Agenda unanimously adopted with amendments; Grace (1st); Eric (2nd)

- Rahmon Pashtunyar via Kelly makes motion to add to discussion the ability to add a second at-large committee seat for SLOAC.

III. Approval of Minutes – March 4, 2025 – Eric (1st); Grace (2nd); unanimously approved with amendments;

- Minor edits from Laura Garcia on AB 928.
 - Attended retreat for all counselors and A&R Staff to learn what Cal-GETC is. Over the next few years, we will need to guide continuing students on which general education pattern is best as they will have 3 options. Students starting Fall 2025 will ~~not be impacted~~ only have one option: Cal-GETC.
 - Expecting a memo from Chancellor's office for guidance on AS-T Chemistry. There may be a template that allows 66 units instead of the 60 that has been used. Unsure if we will get the memo in time to update the degree for Fall 2025. We may need to ~~deactivate~~ **suspend** for a year if we don't get guidance in time.
- Minor edits from Rahmon Pashtunyar regarding SLOAC numbers.
 - There are ~1300 SLOs in compliance currently. There are 2600 ~SLOs at our school, with about 500 of them yet to be taught.
 - Maverick is not live yet, but hopefully "soon."
 - Three meetings left for our committee, with our next meeting on March 28th.

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.

- Dave Hendricks – work was done last Friday on updating common course numbering and it went beautifully, and the guidance and format was appreciated. Many thanks to Grace.
- Sravani Banerjee acknowledged the work done by Sylvia Min and those that participated in Women's History month, Sylvia is an excellent coordinator.
- Grace Estrada – there is discussion that one of our PD days be set aside for collaboration on SLO assessments, so that associate faculty can join as they are not required to attend division meetings. This is with the PD Committee.

- Sravani discussed the English Department having a retreat off campus on a PDD. The English Dept has 9 full time faculty and about 25 associate faculty.
- Tejal – there was no physical quorum; she proposed a workaround for compliance in DE Committee Meetings with a proposal for a HyFlex meeting structure. They have four vacant seats, 2 would be able to attend online under the HyFlex module. This will be moved to a future meeting for further discussion.

V. Committee Chair Reports (3 minutes per report as needed)

1) **All College Curriculum:** Grace Estrada

- Most recent ACCC meeting was on Thursday, March 13, 2025.
 - Discussed mirrored courses – adjust SLOs?
 - Also discussed similar courses between COMSC and CIT -> meeting with deans and faculty to reduce potential student confusion.
- Courses that are not compliant will not be offered – Vicki will provide a report of courses that will lose compliance in the 2025-2026 and 2026-2027 academic years.
- We are prioritizing curriculum review and improving process by efficiency.
- Division deans will be asked to prioritize curriculum proposals with only three ACCC meetings left this semester.

2) **Student Learning Outcomes:** Rahmon Pashtunyar

- Met March 28, most of the meeting was spent on what materials need to be brought up-to-date, what needs to be brought over, what we can have ready to go when QurriQunet is ready.
- CurriQunet update – we are their number one priority, they just finished a merger and will be focusing on us. I received notification on Monday that they found the bug and have a fix, it is now in sandbox, and I will test in the next couple of weeks.
- SLO Compliance, I am comparing 2024 to 2025 and making a list of classes where there is no SLO report and reaching out to faculty. If there is no response after a week I will be seeing the Dean of that department. We are currently at 60% in compliance with SLO's.

3) **Institutional Effectiveness:** Fahmida Fakhruddin - no Report

4) **Professional Development:** Binh Vo

- The English Department has requested August 21, to have a retreat. I am researching now and there is no language in the AFT Contract that would bar this. Next step is for the Coordinator, Liza Kramer, to submit a proposal to the PDD. I hope to have this by our next meeting to discuss for the fall. This would be a division decision, not a Senate decision.
- It was appreciated that Grace, Henry, and Rahmon showed up at the last meeting for public comment and guidance.
- We have an issue with attendance and participation which Kelly's guidance is appreciated.
- There is no more funding for future requests.

5) **AB 928:** Laura Garcia

- AB 928 says Cal-GETC should be student facing by fall 2025. The district has not updated the technology to add a "hyphen" so that courses can be properly read, **Cal-GETC:3A**. VP Pouncil has reached out to the district twice with no response. Grace and Laura presented to Vice Chancellor

Edwin and her team last week on AB 1111, but we think they did not understand the issue. Ruth Villaseñor at the Technical Committee suggested that pressure needed to be put on the district from elsewhere. We are asking the Senate to assist.

- VP Pouncil shared that Laura has been working on this since October, and that the district has been aware since that time with no response. VP Pouncil congratulated Grace and Laura on their successful update to the District Office on AB 1111.
- The South Bay City's Articulation Officer and I have worked to update AP 4100, our district policy on the minimum requirements to receive an AA degree. There have been changes since last year's revision. As we finalize this update, what is the next step? Henry advised working the SJCC, running it through both Senates and then sending a resolution over to the Chancellor's office.
 - The revision is to the requirement that students have a C or better in the Golden 4, with flexibility in the other courses. Our understanding had been that the entire CSU and UC systems were reverting to C or better for everything. The CSU systems will still accept D grades in some courses. We want to revise our AS program to allow for D grades, still holding on to the Golden 4 with a C or higher.
- CSU is not adopting Cal-GETC. If you start at a CSU as a freshman, you can follow the old CSU GE pattern indefinitely. Transfer students can only use Cal-GETC.

6) **AB 1111:** Grace Estrada

- Curriculum leadership presented at a District-level meeting on March 27 – recognized the huge amount of work required to comply with the state mandate.
 - Grace recognized Laura, Rahmon and Vicki for their work.
- The Phase II-A in-person template implementation workshop was held on Friday, March 28 – ART (2), ECON (2), ENGL, HIST (2) - Thanks to Laura, Rahmon, and Vicki.
- CCN Pre-convening Surveys available until April 15.

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|----------------------------------|-------------------------------|
| 1. Accounting | 2. Administration of Justice |
| 3. Art History | 4. Biology- Microbiology |
| 5. Human Anatomy and Physiology | 6. Business |
| 7. Chicano/a Studies | 8. Child Development |
| 9. Communication Studies | 10. Early Childhood Education |
| 11. English As a Second Language | 12. History Courses |
| 13. Kinesiology Courses | 14. Mathematics |
| 15. Philosophy | 16. Political Science |
| 17. Psychology | 18. Sociology |

7) **Distance Education (DE):** Tejal Naik – no report, did not have quorum

8) **Campus Technology:** Steven Mentor

- Four goals this year for CTC. All agenda items are linked to the four goals.
- I have been working with the campus researcher, we have completed the CTC AI Survey of EVC students which will go live next week, [Qualtrics Survey | Qualtrics Experience Management](#) We will need faculty to help, maybe give extra credit for students to complete.
- Proposed April 11, for Artificial intelligence Summit for faculty.
- Budget requests, \$0 for funding this year. Waiting to see the requests that have come into VP Alexander so they can get a sense for next year what was requested and costs.
- No training has been conducted for faculty this year on cyber security. We are waiting for the district technology to move on this, as it is fairly inexpensive.

- Technology plan, we have data from the district's technology consultants from last year. SJCC kind of put something together, it is very minimal, but we have no funds for this.

9) **College Budget:** Eric Narveson

- Our last meeting was March 26, in person. We completed the remaining AURR's, which have now all been given ratings. We have created a document with pros and cons which we will present to the college council with our report.
 - There is confusion about what to fill out and what to do. There is conversation about creating a Canvas page for the Budget Committee to help them fill out the AURR. Tejal is assisting with this. It would help faculty, but what about classified and administrators.
- We have received Program Reviews from Library and Language Arts, about half of what has been screened out. We should get more later this week. We are on task and on time.
- Remaining meetings are April 9, April 23 and May 14. If needed, we may be able to have an additional meeting.
- \$285,000 in funding, we keep 10-15% as a cushion so that funds are available if the estimated cost of the approved request fluctuates. We should have our report out at the end of the month showing what has been awarded. Asking Dean's and requestors to indicate what is mission critical, as 3 times more requests than funds available have been received. We are looking for alternative funding for some requests.

10) **College Safety and Facilities:** Vince Cabada – no report

11) **Student Equity:** Victor Garza – no report

12) **District Academic Senate:** David Hendricks

- Our next meeting is next Tuesday on our campus.

13) **District Budget:** Henry Estrada/Eric Narveson

- The last meeting was March 27.
- Chancellor Edwin talked extensively about his new agenda which is broken into four big tasks. Administrative Operational Excellence, started last December running through September this year.
 - He is looking at how the district operates and trying to address overspending, such as phone bills, power bills, and legacy contracts. Next year he will be looking at the fiscal side of Police and HR Departments which are at the district level.
 - Second on his list is enrollment management; reducing waitlists, dealing with bots, looking into room scheduling software and an analysis of drop for nonpayment. This will run from May of 2025 to October 2026.
 - Academic Program Revitalization starting October 2025 through fall 2026.
 - Alternative Revenue Options (non-academic), private grants, facility revenue, naming rights.
- Property tax 3.5%, CalPers went up 0.3%, insurance premiums are about 10%-15% higher. International student money is ~million dollars as is the Sabbatical budget.
- Dave Hendricks asked if the district office was looking into their costs, which are not on the list and were raised as a concern.

14) **District Council:** Henry Estrada

- We contributed to the updating of the Bylaws, Policy and Procedures and General Institutional Critical Reviews.

15) **College Council:** Henry Estrada

- Victor Garza gave a report on the Student Equity Plan.
- Fahmida gave a presentation on the twenty-two Programs that were up for approval, 10 were not yet approved, contingent on completing SLO's. Henry will be getting the word out to faculty that this is part of their duty to complete.
- Data analysis of fraudulent students at both colleges. 77% of the students involved are in fully synchronous courses, especially those not requiring prerequisites. SHAPE is hit the hardest. They are looking at the new Drop for non-payment Policy which was recently revised, along with other possibilities.

16) **Credit for Prior Learning (CPL):** Juan Gill

- Thank you to those present for their hard work in the CPL process.
- There is an issue with AP4235 which is policy and has been submitted to the district for review with no response yet. Emails were sent to the Administrative Procedure Committee at the district and to both VP's of Academic Affairs.
 - Provisions were prepared in 2023, reviewed by SJCC before the end of 2024, also reviewed by each Academic Senate and colleges before the end of 2024, with an email sent to the district as a follow up on December 3, 2024. We are now asking the Senate President to assist with this.
- We have started to draft the policy implementation for EVC, which is on target to be completed by the beginning of May. We have formed work groups from Counseling, AR, discipline faculty and the Veteran Center with each group tackling an area of the draft and I will meet with each group individually.
 - We will have EVC review the draft and invite feedback from SJCC before it is sent to the district.
 - We will have breakouts at the fall PDD so we can get additional feedback and hope to implement by the end of fall.

VI. Academic Senate President's Report

- Recognized Laura Garcia and Grace Estrada for their excellent presentation at the District. Positive reviews from the Chancellor and President. Great work to the team.
- The task force on AI will come out tomorrow.
- President Lopez wants us to continue the Strategic Enrollment Management Plan and work with the District Budget committee so that we have as much completed as possible when the new Vice Chancellor comes on board. VP Pouncil asked me to Chair the remainder of the meetings through the end of the year.
 - Meeting with new researchers tomorrow so we can put more emphasis on data driven aspects of enrollment management.

VII. Academic Senate Vice President's Report

- We have an At-Large Senate seat open, nominations are due today by 5:00 PM, we currently have one nomination. If no additional nominations come in we will add as a Consent item on May 6.

- We do need to form an election committee, although I don't anticipate that we will need an election. Thanks to Charlie, Sravani, and Rahmon, for volunteering for this committee.
- Pleased to announce that Sravani will continue to serve as Senator representing Language Arts for the next two years. Congratulations and thank you.
- Eric and Dave are working on filling the seat for SSHAPE. The deadline is Friday, and there is currently one nominee.
- Laura and Michael, please do the same for your division so we can make an announcement at the May 6 meeting. STEM also needs to follow this process.
- Binh's seat is up for Associate Faculty. Per Senate Bylaws, the election shall be the 1st week of the fall semester or in early September. The election is done this way to ensure the Associate Faculty has a teaching assignment for the academic year.
- I will share data in May on the numbers of sections and classes offered in summer and fall 2025 compared to 2023 and 2024.
- Today is the last meeting in April due to Spring Break.
- Curriculum timeline takes too long, we need to work on this. The average is 18 months to 2 years.
 - Laura explained that she is only allowed to submit to the UC system once a year.
 - Grace shared that they are looking at combining the Dean's review and the Division's review, with the Dean's attending the curriculum review. More communication and reminders to work on a handbook as well.

VIII. Consent Items

IX. Action Items

- A. Screening Committee for English (Enlace) – Vote for 2
 - 14 votes, Mirella Burton and Liz Eckford were selected.

X. Discussion Items (limited to 3 minutes per item)

- A. AP 4020 – Program and Curriculum Development – Melissa Hornstein
 - Would like to rewrite AP 4020 so that it shows who is supposed to do what, when, in what order and what happens next, as shown in the flow chart provided from her previous college to the Senators at the previous meeting. This project was undertaken to avoid programs just for the sake of a grant, but that had low enrollment and offered little value. Grace's work on program viability ties in well with AP4021 at Hartnell, using the same personnel for both projects.
 - Next step is a committee or task force to make the flow chart and a process that works. There is an agreement that this work should be done at EVC then brought up to the District Senate and back down to SJCC.
 - Motion by Melissa to merge the two committees, 2nd by Grace.
 - Members to include Melissa, Grace, Eric, Dave and Tejal.
- B. Cal-GETC – Ethnic Studies – Laura Garcia
 - Articulation officers are asked to bring a resolution to the Spring Plenary and hoped to vote yes. The resolution is saying that we want the State to put in a rule that says, if our ethnic studies course is articulated to a CSU or UC course that is approved for the ethnic studies general education area by default ours should also be approved. It should not be denied. We are currently being held to a higher standard. Dave and Eric will be voting for us at the Plenary.
- C. Criteria for Program Viability Review – Grace Estrada
 - Connected to Melissa's topic, in exploring other colleges only one had a timeline. The suggestion is the committee meets for 3-5 months for an overview of the process and collect data, followed by a

meeting with program leads. It would be about 5 months to do the analysis and collect data. We want this to be time bound.

- We need to make processes efficient as we build them, as there may be different timelines needed for grant requests.

D. SLOAC Committee Member Seat At-Large – Rahmon Pashtunyar

- At the end of 2024 the counseling position on the committee ran out of their term, it has been vacant since that time, even after reaching out to Dean Garza on January 8. Can we turn this into a second at-large seat? Henry advises we would need to change our bylaws to approve this request. Charlie will ask at the next division meeting and work to get a representative. Eric advises that if they cannot get a representative the Senate could go out to the full faculty and ask for someone to sit in on behalf of that division without converting the seat to at-large.

XI. Information Items

- A. SWF Round 8 Spend-down Plan – Angel Fuentes – not present, tabled for future meeting
- B. Cal-GETC Ethnic Studies Courses – Laura Garcia. Motion from Kelly to remove from agenda as duplicate item, 2nd Laura
- C. Digital Literacy (DLIT) Certificate – Tejal Naik and Nasreen Rahim
 - A. The DLIT was developed by the Educational Instructional Technology Department through a grant from the California Apprenticeship Initiative Care Grant to address the need of foundational digital skills.
 - A. Certificate of competency 8 Units, with eight 1 Unit courses. Two paths, credit and non-credit. Three to four weeks per course.
 - B. Potentially could be used for PDD with Senate approval.

DLIT 101/501 – Introduction to Digital literacy

DLIT 103/503 – Microsoft 365

DLIT 105/505 – Virtual Online Conferencing

DLIT 110/510 – Introduction to Google Apps & Adobe PDF

DLIT 102/502 – Basic Computer Devices

DLIT 104/504 – Intro to Online Learning

DLIT 107/507 – Mobile Devices

DLIT 111/511 – AI Basics for Digital Literacy

- D. Faculty contribution for scholarship – Henry Estrada. Will be looking into funding, Henry will send an email.

XII. Announcements & Recognitions

- VP Pouncil - acknowledge William Schultz, the coordinator of our Honors program and his hard work, along with Eric Narveson on his lecture.
- Grace – Curriculum Institute is in July in Ontario, CA.
- Mike - apologizes for the soldering event at the same time as Eric's speech.
- Sravani - Instructor Conference next year end of July in Spokane, WA and it counts towards training.
- Henry – District Senate meeting at EVC on 4/8, followed by the Board Meeting and EVC showcase.

XIII. Adjournment – 5:07 pm – Grace (1st); Charlie (2nd)