



Evergreen Valley College

Academic Senate Minutes

Tuesday, November 04, 2025

Mishra Conference Room

Present: Henry Estrada, Kelly Nguyen-Jardin, David Hendricks, Juan Gil, Melissa Hornstein, Nancy Lin, Eric Narveson, Grace Estrada, Rahmon Pashtunyar, Maria Esperanza Outeirino-Feijoo, Tina Iniguez, Alessandro Bailetti Saez, Judith Girardi, Binh Vo, Melissa Hornstein

Absent: Laura Garcia

Guest(s): Tejal Naik, VP Dickerson

I. Call to Order – 3:00 pm

II. Adoption of Agenda with Amendments – Eric (1st), Grace (2nd), unanimously approved with amendments:

- Dave moved Action Item A to the next meeting.
- Kelly moved to add Heather Ott as representative from the Library for the Diversity Action Committee under Consent Items.
- Eric asked to pull Consent Items 3 and 4 off and moved both to Action Items.

III. Approval of Minutes from October – Grace (1st), Dave (2nd), unanimously approved

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.

- Tejal shared the following from the recent District Technology Committee meeting; it was announced that there will be a districtwide refresh of office computers and laptops. A mini pilot is planned for spring, with a full rollout to follow. Future updates will be staggered to avoid large-scale replacements. This information was shared by the Curriculum Committee. Details will be presented to the District Senate.
- Binh thanked VP Dickerson for her support after discovering at the last Thursday's coordinators meeting that he hadn't been paid; VP Dickerson is assisting with resolving the issue.
- Binh joined a new regional community of practice on human-centered AI in the classroom, which began last Friday and will meet again in December. The group is exploring a model called "Tether PD," aimed at cross-campus collaboration and inclusive professional development. Binh plans to share more about this initiative at a future meeting as an information item.
- Grace shared that last week's division meeting on lottery funds was collaborative and supportive. She thanked the President for enabling trust and collegiality and raised questions about how lottery funds have been used and rolled over. Lottery funds will be a future discussion.

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

1) All College Curriculum: Grace Estrada

- At 10/23/25 ACCC meeting completed: 20 course/program proposals reviewed and approved – need faculty to make adjustments on proposals sent back.

- Deans have been sent lists of outdated courses.
- Per Curriculum North Regional meeting:
 - Changes to COR
 - Updated Program and Course Approval Handbook (PCAH) coming
 - New accounting by units not hours; have until 12/27 to implement
 - Separation of lecture and lab activities
 - Explicit examples of reading and writing needed
 - RECOMMENDATION: Examples should include DEIAA and UDL
 - Required to assign courses to disciplines
 - NOT the same as a subject code
 - NOT the same as granting an FSA
 - Need Justification for decision
 - Implications; Faculty hiring, faculty assignment, hiring pool, Union
- **List of New/Updated Programs and Deactivations**

MEETING	PROPOSAL	COURSE/PROGRAM
09/11/25	Program update	Cert of Achievement: Paralegal Studies (24 units)
	Program update	AS: Office Administration: Management (60 units)
	New program	Certificate of Achievement: LGBTQ+ (15 units)
	New program	Cert of Achievement: Office Assistant (29 units)
	New program	Certificate of Achievement: Adult Education
	Effective SPR 2026	PHYS 004A: General Physics (5 units) PSYCH 510: Bridge to Psychology (0 unit)
09/25/25	New program	Cert of Achievement: Community Service Officer (12 units)
10/09/25		AS: Office Administration: Management (60 units) AS-T: Economics (60 units) AS-T: Mathematics 2.0 (60 units)
10/23/25		AA-T: Philosophy AA-T: Political Science Cert of Achievement: Biomedical and Biological Engineering Cert of Achievement: Chemical and Materials Engineering Certificate of Competency: Low-Intermediate – Noncredit ESL Certificate of Competency: Intermediate – Noncredit ESL
- **Deactivations – Effective Spring 2026**
 - ACCTG 138: Work Experience (1-8 units)
 - MATH 052: Math for Elementary Education (3 units)
 - SERV 002: Service-Learning: Personal and Career Development (3 units)
- **Deactivations Effective Fall 2026**
 - AUTO 172: Chassis and Drivetrain Systems (2.5 units)
 - BIS 011: Computer Keyboarding (1 unit)

BIS 095: Microsoft Windows (1 unit)
 BIS 106: Microsoft Word (3 units)
 BIS 121: Web Techniques for Business (1 unit)
 Associates in Arts: Engineering (88-90 units)
 Associates in Science for Transfer: Mathematics (60 units)
 CIT 101: Storing and Retrieving Big Data (4 units)
 CIT 054: UNIX/Linux System Administration (3 units)
 ENGR 066: Properties of Materials (3 units)
 SPAN 038: Introduction to Spanish Linguistics (3 units)
 SPAN 039: Introduction to Spanish and Latin American Literature (3 units)

2) **AB 928:** Laura Garcia – no report

3) **AB 1111:** Grace Estrada

- CCN Phase IIB courses are going through our curriculum process.
- Notes from the Curriculum North Regional meeting:
 - Held to Phase III: Human Anatomy, Human Physiology, Intro to Chemistry, General Chemistry 1 & 2.
 - Prerequisite issue.
 - Will Need feedback from BIOL and NURS faculty.
 - Will have templates to support different teaching methods (e.g., integrated vs. separate).
 - CHEM courses -> held out of concern about the lab content (mostly kept C-ID); need more information about Methods of Evaluation – concern about not being prescriptive.
 - UC TCA and ASSISST Submission
 - Per UCOP, Phase IIA and IIB courses, submit to ASSIST
 - Phase IIA implementation by Fall 2026, IIB implementation by Fall 2027.
 - Goals is to have list of anticipated full list of courses to be CCN by Spring/November.
 - Phase III
 - Templates in progress -> Fall 2027.
 - 47 courses requested by CCCCCO; 44 initial templates for courses drafted in June.
 - 18 CCNFW reconvenings (October 15 – 30).
 - Notes provided with info about UC transferability, UC eligibility, Cal-GETC, plus any other info important for the field to know.
 - Will get informal non-binding feedback (UC transfer agreement review).
 - No agreement on formal review yet.
 - Phase III may be delayed.
 - Phase III Articulation – Templates – System Level
 - INTENT: Use CCN templates to establish transferability (UC), general education (Cal-GETC), and articulation at the CCC system level.
 - CCN Task Force with recommendations (Dec 2023).
 - ASCCC resolutions.
 - Informal, non-binding feedback on draft Phase III templates received from UC, CSU for consideration during CCNFW reconvenings.

- Unclear if formal review will be done after Phase III template development but before public release by the Chancellor's Office.
- UCs want more examples of assignments and methods of evaluation.
- Notes: C-ID is not enough for the UCs.

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

- The committee is working on refreshing the Student Learning Outcome (SLO) assessment results page.
- 28 PLO assessment reports were received by the November 1 deadline; 22 have passed, and 6 are pending due to insufficient data.
- A finalized SLO and PLO report will be sent to all deans within the next week.

5) **Guided Pathways:** Tina Iniguez

- Guided Pathways will meet next week.
- Tina is serving on two committees tied to the President's priorities.
 - Priority registration began; faculty are encouraged to remind students to register early.
 - For the scheduling group, a draft of critical capstone and Cal-GETC courses is being compiled to guide future scheduling. The list will be sent to Deans showing critical classes for your major.
- A faculty survey will be sent out to gauge interest in teaching evenings, Fridays, and weekends.

6) **Credit for Prior Learning (CPL):** Juan Gil

- Some committee members attended last Friday's virtual CPL Summit; discussion will follow at the next meeting.
- Automotive course proposals are ready for faculty review and approval.
- Juan will seek Senate input on the approval timeline and process for CPL courses.
- Next CPL committee meeting is scheduled for November 20.
- Ongoing discussion around AP4235 and CPL policy updates at the district level.

7) **Professional Development:** Binh Vo

- Will meet Thursday; new breakout session proposals submitted for January.
 - One proposal features the Handshake employment platform, supporting classified staff.
- The committee will review pending funding requests and discuss travel restrictions.
- VP Dickerson may support in-person meals for March PDD.
- Auditorium requests will be submitted for a popular data session proposal.

8) **Distance Education (DE):** Tejal Naik

- The committee reviewed the AI survey questions at last Tuesday's meeting; results will be presented as an information item.
- New email-related education tools are being introduced; most are opt-in **not** opt-out.
- AI Companion in Zoom is now active; hosts can disable it per meeting.
- Concerns raised about AI Companion's classroom use and student engagement.

- Microsoft Copilot is now available through work accounts; users are advised not to use personal emails for access due to privacy concerns.

9) **College Budget:** Eric Narveson

- Budget Committee met and voted that members may vote on their own AURRs; no recusals required.
- Approved a new scoring method for AURR: drop the highest and lowest scores before averaging.
- Upcoming action item: consider recommending a review or restart of the Resource Allocation Model (RAM).
- Clarified difference between Fund 10 (general discretionary funds) and Fund 17 (lottery funds).
- Discussion raised about equitable lottery fund distribution and its limitations (e.g., cannot be used for salaries).
- Tutoring now shares the STEM division's lottery allocation due to reassignment.

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

- District Budget Committee met last Thursday and reviewed the adopted budget and first-quarter report.
- Enrollment fees are down, possibly due to fewer out-of-state students and a reduction in BOT enrollments.
- Property tax revenue came in at 3.63%, slightly above the 3.5% budget baseline - no surplus or deficit. Commercial real estate slowdown may be affecting property tax growth.
- District budget remains stable and aligned with projected spending.

11) **Institutional Effectiveness:** Fahmida Fakhruddin

- Program Review Form and Policy Status
 - Essential fixes for typos and formatting issues of the Program Review templates are currently delayed by the CurriQunet team due to high volume. No timeline was provided for completion.
 - The program review for Women and Gender Studies has been deferred until the next cycle (one year). This is based on a request from the VP of Academic Affairs, citing the lack of a full-time faculty member with the required Faculty Service Area (FSA) and the need for ongoing policy clarification regarding the program's academic structure.
 - The Building Information Modeling (BIM) Program Review remains deferred while the Academic Senate task force finalizes the three-tier Program Viability Review (PVR) process.
 - The seven programs pending from last year (Accounting, Administration of Justice, Ethnic Studies, Entrepreneurship, Family and Consumer Studies, CalWorks, and Umoja/AFFIRM) are actively submitting updates and working on compliance issues. Administration of Justice is ahead, having submitted proposals for 10 courses that were nearing non-compliance.
 - The committee is expecting proposed questions from the Student Services group soon. If approved, these changes will be incorporated into the Student Services Program Review template for the next cycle.

- Program Review Handbook
 - Final content feedback on the updated Program Review Handbook is requested by the end of this Friday. Once finalized, the handbook will be updated.
- Upcoming Submission Deadlines
 - Educational Master Plan 24-26 Key Action Plan Progress Update: November 14th.
 - Comprehensive Program Review: December 1st.
 - Annual Update and Resource Request (AURR): December 12th (Required only for programs requesting resources/positions but not due for comprehensive program review).

12) **Campus Technology:** Sylvia Min – no report

13) **College Safety and Facilities:** Vince Cabada - no report

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

15) **College Council:** Henry Estrada

- VP Dickerson and Henry made a presentation to the College Council on faculty hiring prioritization. Questions were asked about the methodology used;
 - Scoring submissions using a rubric; removed highest and lowest scores, averaged remaining scores and ranked submissions which produced a final prioritized list of faculty candidates.
- District Council Representation: The President requested College Council to appoint a representative to the District Advisory Council, we added campus manager Juan Manriquez (TRIO program) as representative.
- Single College Council goal – communication throughout the campus acknowledging past concerns about lack of information sharing. Host forums to keep the college community informed.

16) **District Council:** Henry Estrada

- VC Jeremy Brown introduced a District Student Success and Innovation Council whose purpose is to be an Advisory/recommending body to the Chancellor's Office with no decision-making authority, respects college governance and Senate roles.
 - Concern Raised: Senate's 10+1 authority on academic matters emphasized
 - Membership Includes:
 - Chair: Vice Chancellor
 - Exec. Dir. of Institutional Effectiveness (Joyce Lui)
 - VPs of Instruction & Student Services (from both colleges)
 - Faculty reps (2 per college)
 - Classified, management, students
 - Ex-officio: research analysts, accreditation officers, district IT

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

- Has not met since the last Senate meeting.
- Campus Forum is scheduled for November 19.
- Fall Plenary this weekend in San Diego; voting on district matters will take place.

VI. Academic Senate President's Report

- The District Strategic Planning Taskforce met yesterday; focused on objectives such as student success. Session structured as a workshop with breakout groups to address plan components.
 - Reviewed data scans, identified challenges, and opportunities.
 - Developed a matrix of ideas from group discussions.
 - The task force will reconvene in February to draft SMART goals (Specific, Measurable, Achievable, Relevant, Time-bound). These goals will form the foundation for the college master plans and influence the Senate agenda for the next 8 years.
 - Work will be presented to the Senate for feedback and critique.

VII. Academic Senate Vice President's Report

- Kelly presented the AI Guidelines at the ASG meeting on October 28.
- Kelly followed up with VP Alexander regarding safe places for students to study at night. Two locations will be open from 9:30–9:45 p.m.; additional details will be provided.
- Kelly followed up with President Lopez about installing female hygiene product dispensers in the LA Building. President Lopez will coordinate with VP Alexander, and details will be provided once confirmed.
- Kelly reported that President Lopez reminded faculty to be mindful when planning conferences and to consider in-state options to reduce costs.
- Kelly reminded Senators to review their division's Spring 2026 course offerings and notify Senate leadership of any concerns.
- Parking – a student ID is needed to buy parking permits.
 - The community buys a semester permit by signing up for non-credit classes to obtain a student ID, they then drop the class. This allows them to park in student lots, paying less than the daily rate.
 - The Chief is against bypassing student ID process.

VIII. Consent Items

- A. Spring 2026 Tenured Faculty Evaluations
 - Janina Espinoza (Counselor) – Laura Garcia (evaluator)
 - Caritha Anderson (Counselor) – Theresa Carpio (evaluator)
- B. Heather Ott, Library Representative for the Diversity Action Committee.

IX. Action Items

- A. Pilot Committee Evaluation Form – Eric (1st), Grace (2nd), Alessandro & Melissa abstain
- B. Screening Committee - Outreach/Recruitment Specialist, EVC: Dylan Do
- C. Diversity Action Committee – At-large positions: Sylvia Min & Himani Tiwari
- D. Move to Discussion TRC Faculty Evaluators for Hang Chu and Hanh Deng – Alessandro (1st), Grace (2nd)
- E. Spring 2026 Tenured Faculty Evaluations - 9 yes, 3 opposed, 1 abstention, motion carries.
 - Hang Chu (Counselor) – Hanh Deng (evaluator)
 - Hanh Deng (Counselor) – Hang Chu (evaluator)

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

- A. Committee Evaluation Form Taskforce members - Henry Estrada.
 - Henry, Grace, Rahmon, Kelly, Tejal
- B. Unequal Distribution of Instructional Days – Dave Hendricks

- Issue raised by San Jose City College Senate: lab courses lose days due to Monday/Friday holidays. They have a Resolution which urges parity in instructional days across weekdays; proposes calendar adjustments (start semester Thursday, move finals, shift holidays).
 - Concerns: big impact on district operations; large ask may not be feasible.
 - Suggested approach: Form workgroup of affected deans/faculty to explore creative solutions.
 - Possible immediate adjustment: move PDD to midweek (e.g., Tuesday) to balance lost Mondays. Explore PDD change as the easiest fix.
 - Other ideas (long-term): start semester on Thursday, adjust finals schedule, revisit PDD timing historically done in January.
 - Calendar changes require union negotiation; earliest implementation would be next academic year.
 - Revisit
- C. Evaluation for TRC, possible conflict of interest
- This has happened before. Is this a union issue? Dave wants someone that understands his discipline which limits the number of evaluators. Can you use someone from SJCC to evaluate? Are part-timers trained and could be evaluators?
 - Eric recommends that if we want to move forward in the future, we draft a Sense of the Senate and send to the union that we aren't comfortable with possible conflict of interest.

XI. Information Items (limited to 3 minutes per item)

- A. Personal Care Aide – Noncredit Certificate of Completion – Kelly Nguyen-Jardin
- This is an interdisciplinary effort between the Nursing and Language Arts divisions to prepare students for entry-level employment in home and residential care settings.
 - NURS 508 – Personal Care Aide (4 hours/week)
 - ESL 505 – English for Career and Technical Education (3 hours/week)
 - Total: 126 hours (NURS 508 = 72 hours; ESL 505 = 54 hours)
 - Both classes will be offered concurrently in the same semester, so students can complete the certificate in just one term. Both classes are in review status. Once the Labor Market Information report is received, the certificate will be launched in CurriQunet. The faculty plan to offer the courses and certificate starting in Fall 2026.
- B. Committee Reports Access – Kelly Nguyen-Jardin
- A shared folder has been created; any committee reports or handouts provided for Senate Meetings will be added for Senators to view.
- C. Draft AI Faculty Survey – Tejal Naik
- Survey (≈21 questions, likely reduced to 19) to be sent to EVC and SJCC faculty to gauge faculty awareness, readiness, and attitudes toward AI. Identify interest in joining an AI Community of Practice (learning circles). Recommendation from last spring's AI Task Force.
 - Survey includes multiple-choice and open-ended questions.
 - Key question: Envision college's healthy AI integration in 2 years.
 - Inform planning for ethical AI use in teaching and prepare students for industry expectations.
 - Future AI CoP (Community of Practice) activities could include workshops, asynchronous sessions, or Zoom meetings, format TBD after survey results.
 - Consider integrating CoP into DE training for formalization and clear goals.
 - State Chancellor's Office Vision 2030 emphasizes preparing students for AI-related careers.
 - AI features being integrated into Canvas; Copilot is already available in browsers.

XII. Announcements & Recognitions

- Alessandro – Alessandro just returned from Florida where he was supporting his dad who passed his citizenship interview!
- Esparanza – in collaboration with community organizations offering adult noncredit classes, about 20 female ESL students will be coming to campus on Thursday for a tour and presentation which will be interpreted in Spanish.
- Tina – we won an award for the number of ADTs which reflects our efforts.
- Tejal – Grant update - EVC received NSF Advanced Technology Education Grant (second phase) which focuses on employability skills and digital badges. Collaboration with SRI International; recent presentation by Angel and Nashid in Washington, D.C. conference generated strong interest
- Next Academic Senate Meeting: November 18, 2025

XIII. Adjournment – 5:05 pm –Alessandro (1st); Eric (2nd)