Evergreen Valley College

Academic Senate Minutes

Tuesday, November 18, 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, Laura Garcia, Sravani Banerjee

Absent:

Guest(s): Tejal Naik, VP Dickerson, John Ruys, Robert Gutierrez, Sam Morgan, Prashant Shinde

I.   **Call to Order –** 3:02 pm

Juan had to leave early; Tejal is Juan's proxy for today's meeting.

II. **Adoption of Agenda with Amendments** – Eric (1st), Dave (2nd), unanimously approved with amendments:
   - Kelly moved to add under Discussion Curriculum Updates – Grace Estrada.
   - Kelly moved to add ITSS Update to Information - Vice Chancellor Prashant Shinde.
   - Binh moved to table Information Item B to a later date.

III. **Approval of Minutes from October 21** – Rahmon (1st), Binh (2nd), approved, Laura abstained

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.
   - Grace Estrada – last ACCC Meeting is December 4 instead of the 11th. Please do not jump ahead and try to implement any templates into new course or modifications of courses as CCN templates are having articulation issues.
   - John Ruys – The Pride Center opened on September 18 with a soft launch and is gradually adding furniture and decorations. The Nest has gained access and furnished its space for the Health and Wellness Center. Students are using the Pride Center, with the Pride Club formed and being chartered today. Current hours are Tuesdays and Thursdays from 12 PM to 5 PM, with plans to expand to Monday–Thursday until 5:30 PM in partnership with The Nest. The Psych Club meets on Thursdays; Pride Club meets on Tuesdays. Observance of Transgender Day of Remembrance this Thursday.
   - John Ruys would like the DE Committee to consider that DE recertification having to be a facilitated course makes it difficult for faculty to complete, especially if you are doing AI.
   - Judith Girardi and Tejal Naik shared a handout on the new mandate from the State Chancellor's Office for burden free access to educational materials on day one which has a January 2026 deadline. Suggested a taskforce can be formed as faculty will need support.

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

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

   - At the 11/13/25 ACCC meeting, Laura Garcia chaired while I Zoomed in from a San

Antonio Excelencia convening: 20 course/program proposals were reviewed and approved.

  - The last ACCC meeting will be on December 4 instead of December 11 as previously listed on the ACCC calendar. This is to avoid likely absences at the end of the Fall semester.
- The recommended AP 4021 Program Viability Review (PVR) process was finalized and is now up for review by the Academic Senate.
  - 3-tier model of 1) No review required, 2) Expedited, and 3) Full PVR is being recommended with outlined criteria (please see 3-Level PVR document attached)
- A change in the existing curriculum process is being requested.
  - Per the College Curriculum Coordinator, courses with changed subject codes are processed as new courses. However, the AB1111 (Common Course Numbering/ CCN) mandate has required the subject codes for numerous disciplines, including:
    - Astronomy (ASTRO to ASTR)
    - Communications (COMS to COMM)
    - Political Science (POLSC to POLS)
    - Psychology (PSYCH to PSYC)
    - Sociology (SOC to SOCI)
    - More are expected in Phase III and beyond because of the four-character subject code format. Changes are expected for:
      - Accounting (ACCTG)
      - Administration of Justice (AJ)
      - Business (BUS)
      - Music (MUS)
  - Having two different subject codes for the courses within the same discipline is confusing for students.
  - The [Program and Course Approval Handbook (PCAH)](#) recognizes subject code changes to be administrative, not substantial.
  - We should adjust the existing process to expedite this non-substantial change for the benefit of our students and enrollment.
  - The ACCC is requesting permission to process course subject code changes as Modify Course proposals instead of New Course proposals when there are no other substantial changes to the course.
  - Please see attached AI Analysis of Course Subject Change.
- Request for change in existing formats of two curriculum reports.
  - Annual report to deans on the current status of courses in their divisions does not include whether course proposals are already in progress. This information is vital to the understanding of faculty and deans regarding any work that needs to be completed.
  - Curriculum reports to the Board of Trustees currently do not include the justifications for the proposals. The justifications provide context for actions being recommended, including deactivations of courses and programs.
- **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
11/13/25		AA-T: Law, Public Policy and Society
		AA-T: History

- **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

- All Phase but one 2B courses are through curriculum.
- Laura's deadline for submitting all courses to CalGETC is December 12; we are on track.

3) **AB 1111:** Grace Estrada – no report.

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

- SLO Update was sent to the Deans yesterday: all STEM and Nursing courses at 100% completion. Remaining: 4 Learning Arts, 13 Business & Workforce, 33 in SSHAPE.
- PLO Update: 25 approved; 16 in review (14 need revisions with video guidance).
  - Plan to revise PLO assessment process next semester—feedback requested.

5) **Guided Pathways**: Tina Iniguez

- We went through a demo of how Ed Planning happens and liked how the Program Mappers offers better visibility to students of all options.
- Next Semester we would like to explore a tool that would incorporate mapper and ed planning with ITSS; Colleague can load Program Maps into ed planning, but it is not currently enabled. Is funding an issue; look into enabling this feature.
- Website is updated.
- Capstone list was submitted to the scheduling committee.
- Poll is underway to adjust meeting times for next Semester.

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

- 12 onboarded courses approved by onboarded faculty under three CPL types:
  - Industry by Certification
  - Period by Exam
  - Created from Military Service
- CPL meeting postponed; meeting replaced by session with SJCC and Dr. Brown (District Office).
- Juan plans to enter the current credit by exam offerings into the map system over winter break.
  - CPL committee to reconvene Spring 2026 to review those courses and plan next steps.

7) **Professional Development:** Binh Vo

- Our next meeting is Thursday.
- January PDD Planning
  - Agenda in progress; president's morning address and food order (rice box with meat/vegetarian options) pending response from Penny and the President.
- Budget: $30,750 available; 3 new funding requests received; more submissions encouraged.
- Kathy Tran provided clarification from the Business Office:
  - PDC approves funding requests only; ultimate approval should be from the President

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

- The survey was finalized and sent out yesterday; requests input on AI usage.
- AI Tools - the District Technology Committee is exploring Google Gemini and Notebook integration; concerns about dual Microsoft/Google environment. We are requesting that they get faculty input.
  - Free Google tools raise data security concerns; paid options may be required for student privacy.
  - Google apps often work better than Microsoft apps in Canvas.

9) **College Budget:** Eric Narveson

- Met on November 12; three main topics discussed.
  - Lottery Funds: VP Alexander explained source and Fund 17 classification; recent increase brings nearly $200K for divisions; documents to follow.
  - VP Dickerson detailed allocation—$30K per division plus funds for VPAA and VPSS; Deans decide spending.
  - Discussion on possible resolution to recommend review of the Resource Allocation Model; vote planned for next meeting.
- November meeting canceled (no quorum due to the holiday); final fall meeting set for December 10 during finals week.
- AURR was on the agenda but not discussed due to time constraints.

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

- Meeting was cancelled, next meeting 12/11.

11) **Institutional Effectiveness:** Fahmida Fakhruddin

- Accreditation and Institutional Effectiveness (IE) Updates. The committee received a presentation from Vice Chancellor Brown and Executive Director Dr. Lui. Key updates include:
  - Accreditation Timeline: The Midterm Report is due October 15, 2027, with a suggested length of 11 pages. Initial planning and team identification are recommended immediately.
  - Data Warehouse Transition: The district's primary data reporting tool, CROA, will be replaced by the new Insights system (part of Ellucian Colleague). CROA will be sunset in June 2026.
  - Funding Concern: The Curriculum Chair raised a critical concern regarding the loss of Guided Pathways funding, which previously compensated associate faculty for essential accreditation work. Budgeting for this compensation is needed moving forward.
- Service Area Outcome (SAO) Assessment Status. The IEC reviewed the current compliance status of SAO assessments across the college.
  - Status: Compliance is inconsistent; the Enrollment Services report was thorough, but the Library's report is pending review, highlighting a lack of follow-through.
  - Action Item: The committee noted that the absence of a designated SAO Coordinator poses a potential risk for future accreditation cycles. The Acting VPAA, IEC Chair, Curriculum Chair, and SLO Coordinator will meet immediately to review the existing SAO structure in CurriQunet and establish a plan for consistent review, assessment, and compliance tracking.

- Program Review (PR). The committee confirmed the final timeline and submission support processes:
    - Submission Deadline: The hard deadline for all program review submissions is December 1st.
    - Feedback Deadline: Mentor and Second Reader feedback is due to the IEC Chair by February 6, 2026.
    - Support: The IEC Chair created and distributed tutorial videos, including a short guide on working around a minor functionality issue in the Instructional PR template within CurriQunet.
    - Kelly shared concerns on Program Review – Email from Fahmida stating that VP Alexander added additional questions at the last minutes

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

13) **College Safety and Facilities:** Vince Cabada

- SFC completed their Safety Tour for the semester. The committee visited MS3 on this tour. Reports from committee members are being collected to compile areas of interest for the SFC.
- At our last SFC meeting, AVC Smith provided SFC with an update on the FMP process and shared that the FMP is close to final review. The District Warehouse project near parking lot 1 is currently on track.

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

15) **College Council:** Henry Estrada

- Committee has not met since the last meeting.

16) **District Council:** Henry Estrada

- Committee has not met since the last meeting.

17) **District Academic Senate**: David Hendricks
- Emergency request from SJCC requesting follow-up on stalled BA program in Drug & Alcohol Studies; mid-January deadline approaching.
- An update was shared on the Program Viability Task Force; it gives us a case study in the program creation process; we may want to revamp the task force work.
    - Faculty retirement impacts program viability if retired faculty are not replaced; suggestion to address in the Senate(s) and with the Union.
- District AI -Faculty use survey sent out; divisions are encouraged to complete to gather reliable data.
- Endorsed adding Generative AI to the district Academic Integrity Policy.
- A review of the Chancellor's Listening Tour of 2024: Focus on employee experience; ideas include improved onboarding, mentor program, resource directory, and intranet. How do we take some concepts and put them into action.
    - Looking at employee experience and onboarding.
        - Connect employees with various resources
        - Buddy/Mentor program
        - Directory or intranet with resource pages

VI.   Academic Senate President's Report

- Trustee Lease presented the 10-year priorities to the Governing Board; task force working on an updated version of Strategic Priorities for completion by March.
- Facilities Master Plan is near final draft, available on district website for feedback.
- Plenary Highlights:
  - Burden-free access to instructional materials emphasized; OER adoption encouraged and tracked via bookstore.
  - Resolution for pickleball as statewide sport failed; 95-5.

- Excelencia Conference: focus on reducing instructional material costs; OER remains a key priority.
- Promote OER reporting and support statewide Senate resolution; updates to be shared at the President's Forum.

VII. Academic Senate Vice President's Report
- No response to the faculty call for the SLOAC at-large position. Kelly will fill this position for the remainder of this year unless Rahmon has another faculty interested in serving for the Spring semester.

VIII. Consent Items
A. SLOAC – At-Large – Kelly Nguyen-Jardin (Spring 2026)

IX. Action Items
A. Incorporate Generative AI to be listed as a category in the District Academic Integrity Policy – Dave Hendricks. Judith (1st), Tejal (2nd), unanimously approved
B. Change our existing ACCC process regarding subject code changes (moved from Discussion Item C) – Grace Estrada. Tejal (1st), Tina (2nd), unanimously approved

X. Discussion Items (limited to 3 minutes per item)
A. Resolution for Charlie Kahn-Lomax – Eric Narveson & Laura Garcia.
- Charlie retires on 12/11. Feedback was given for the draft resolution with a vote scheduled on December 2.
  - Note: we are following statewide Academic Senate bylaws that Academic Senates can give commendations to former presidents and retirees of distinguished records.

B. The proposed 3-level PVR process - Grace Estrada
- AP4021 is clearly outlined but not really a process we can implement. Task force initiated by Melissa to address implementation issues; strong team assembled.
- Please review and move toward action on December 2, for spring implementation.
C. Change to our existing ACCC process regarding subject code changes - Grace Estrada
- Proposal to treat subject code changes as course modifications, not new courses in order to preserve articulation (ASSIST database) and avoid delays.
- Move to suspend Roberts Rules and move to Action, Alessandro (1st), Eric (2nd), unanimously approved.

XI. Information Items (limited to 3 minutes per item)
B. Community College Faculty Survey of Student Engagement (CCFSSE) - Deans Morgan and Gutierrez
- Presentation on Community College Survey of Student Engagement (CCSSE) and the new faculty engagement component. Sponsored by Excelencia in Education; next administration in Spring 2026.
  - Student experience, support services, faculty-student interaction.

- o Faculty survey = self-reflection on engagement and teaching practices.
- o Administer in spring → results by July → report for Fall PDD.
- o Use data for transparency, accreditation, and decision-making.
- o 25% is a common target.

C. Playlab and Regional PD with a focus on an "Untethered Event" on AI – Binh Vo - Tabled

D. ITSS Update - Computer Specifications – Vice Chancellor Prashant Shinde.
- District planning standardized desktop/laptop specs for next 3–5 years with a goal of reducing 100+ current models, simplify support, enable annual refresh cycle.
- Faculty input requested; emphasis on student-friendly and predictable upgrades.
- Feedback includes:
  - o Add Bluetooth adapters for student use.
  - o Include monitors with built-in cameras for online classes/Zoom and faculty meetings.
  - o Monitors don't need to be replaced this often.
  - o At least 3 USB-C ports, and one USB port.
  - o Is an optical drive needed in all machines?
  - o Can old machines be purchased by staff?
  - o Additional feedback can be given to the Campus Technology Committee.

XII. Announcements & Recognitions

- Kelly - email taskforce members on evaluation form review.
- Rahmon – campus forum tomorrow at 1:30 in LA Building. Theater has an opening show tomorrow at 4pm; Soccer game at 7pm
- Kelly – Early Alert celebration on Thursday.
- Eric – presentation, "What is Fascism" for Honors in Gullo II, on Thursday from 12:15pm to 1:30 pm.
- Tina – International Week with karaoke, a nacho bar and Spirited Away movie with popcorn.
- Next Academic Senate meeting: December 2, 2025 – last meeting of Fall 2025

XIII. Adjournment – 5:00 pm – Dave (1st), Kelly (2nd)