



Evergreen Valley College

Academic Senate Minutes

Tuesday, December 2, 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): VP Dickerson, President Lopez, Victor Garza, Sylvia Min, Claudia Daniels, Manuel Gamboa, Kimberly Gagante, Kaitlyn Pham, Robert Gutierrez, Charlie Kahn-Lomax

- I. **Call to Order** – 3:01 pm
- II. **Adoption of Agenda with Amendments** – Kelly (1st), Grace (2nd)
- III. **Approval of Minutes from November 18** – Alessandro (1st), Sravani (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.
 - Sylvia Min shared concerns regarding facility scheduling with an approved date on the course syllabus.
 - Student Manuel Gamboa shared disappointment over the last-minute date change which caused loss of invited guests, including industry scouts and family, reducing networking opportunities for students.
 - Student Kaitlyn Pham shared the extensive preparation for the annual end-of-semester show, including business cards and resumes, and expressed disappointment that the date change reduced audience size.
 - President Lopez expressed his appreciation for the faculty and staff, encouraged open dialogue, and extended holiday wishes.
- V. **Committee Chair Reports (3 minutes per report as needed)**
 - 1) **All College Curriculum:** Grace Estrada
 - Next meeting is December 4. Thank you for taking Action on the modified versus new course request. We hope to have a new proposal where it is just to change the subject code.
 - 2) **AB 928:** Laura Garcia
 - One CCN course is scheduled for approval this Thursday; all others have been submitted.
 - Cal-GETC submission deadline: December 12; required uploads are completed.
 - Fourteen degrees needed to be updated this year; 7 were approved through ACT

with 7 remaining for spring approval.

3) **AB 1111:** Grace Estrada

- Deans and departments will be notified as the new templates come out; working groups will be kept small.

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

- Forty-eight classes still need SLO data submitted.
- Two PDD workshops planned for January: one on SLOs, one on PLOs (collaborative process).
- Limited hours remaining this semester; new submissions will likely be reviewed next semester.

5) **Guided Pathways:** Tina Iniguez

- Meeting scheduled for next week.
- Program mapping software updating to version 2.0 to address security vulnerabilities (Chancellor's Office is aware).
- Proposal for weekly enrollment reports (section, seat, waitlist counts, core/Cal-GETC classes); clarification needed on current reporting access.
- Discussion on funding for SLO completion due to lack of budget, use of one-time grants. Short of funding for Tina and associate faculty hours as Guided Pathways funds were used elsewhere.

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

- The EVC CPL landing page is being developed for student CPL credit/review requests. The current page will redirect to the new landing page for easier process.
- Automotive courses are now eligible for CPL applications.
- The goal is to have Students begin applying early in the Spring semester.

7) **Professional Development:** Binh Vo

- Additional funding approved; current budget \$8,915. Submit travel requests while funds remain.
- January PDD planning underway; 12 breakout proposals submitted, more requested.
 - President Lopez plans opening for January PDD (50th anniversary celebration, open mic, campus photo at 8:45 a.m.).
- Discussion on HyFlex breakout sessions for inclusivity for adjunct professors; item to return next semester for approval.

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

- DEC meeting is next Tuesday; quorum has been a challenge this semester.
- Approved Provisional Renewal option for faculty missing one DE refresher cycle which allows them to get back on the 2-year cycle and avoids retaking EDIT 022.
- We are replacing Thursday's Zoom workshop with an asynchronous pilot module *AI in Your Classroom* (1 hour); we may offer this format regularly during the semester.

- Districtwide AI survey: faculty show curiosity and caution; giving us a clearer picture of where support is needed. Findings will guide us as we develop an AI Community of Practice.
- DEC to pilot new Canvas features (AI summaries, discussion checkpoints, new quizzes and more) we will provide feedback before we make campus-wide recommendations.
- Tejal appreciates DEC members' input and support this semester.

9) **College Budget:** Eric Narveson

- November 26 meeting was cancelled due to Thanksgiving holiday; the next meeting is on December 10.

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

- No report, the next meeting is December 11.

11) **Institutional Effectiveness:** Fahmida Fakhruddin

- Program Viability Review (BIM)
 - The Program Viability Review for Building Information Modeling (BIM) will proceed as a "Mini-Review" effective Spring 2025.
 - The process will follow the flowchart previously approved by the Academic Senate.
- Policy Clarification: Program Review Authorship
 - A question was raised regarding whether a faculty member must hold a Faculty Service Area (FSA) in a specific discipline (e.g., Women's Studies) to author that discipline's Program Review.
 - Initial review of APs and ASCCC guidelines suggests there is no requirement for the author to hold the specific FSA. Verification with ASCCC is pending.
- Program Review Cycle & Timelines
 - Status: Four program reviews were submitted by the December 1st deadline. Pending reviews (including Accounting, Administration of Justice, and Ethnic Studies) are making significant progress.
 - Critical Deadlines for Faculty Mentors:
 - Feb 6: Mentor/Second Reader feedback due (Hard deadline).
 - March 16: IEC Vote to approve Program Reviews.
 - Note: Adherence to this timeline is required to ensure resource requests reach the Budget Committee on time.
- Service Area Outcomes (SAOs)
 - Student Services is finalizing a comprehensive SAO report aiming for 100% completion.
 - A cleanup of CurriQunet is necessary to retire outdated SAOs and ensure accurate reporting.
 - Some Student Services department/program hierarchies need to be updated, as some areas are incorrectly listed under "Student Success."
- Resources
 - The Program Review Handbook has been updated by adding two new sections- Late/ Deferral Program Review Procedure and Glossary. I'm providing a copy of the Program Review Handbook today.

- IEC Program Review webpage has been updated with new tutorial videos, the 2025 Handbook, and links to CurriQunet to assist faculty and staff.

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

- The Faculty Hiring Prioritization approved by College Council was forwarded to the President for final decision.
- The Deans presented the new scheduling, along with presentations by equity committees involved in President Lopez’s four goals, including strategic enrollment management.

16) **District Council:** Henry Estrada

- Meeting cancelled, no report.

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

- Follow-up on Chancellor’s Listening Tour: Ryan Brown convened a SJCC/EVC group to develop recommendations.
- First focus area: Employee Experience; many items tied to negotiations (e.g., remote work) and not actionable by task force. Brainstormed ideas include:
 - Promoting college hours for faculty–student engagement.
 - Creating a new employee intranet hub for resources and information.
 - Improving onboarding process for new hires.
 - No formal recommendations yet; eventual proposals will go to Chancellor’s advisory group.

VI. Academic Senate President’s Report

- Senate Presidency role now involves participation in nearly all district committees; highly demanding.
- Henry expressed his appreciation for Vice President Kelly Nguyen-Jardine’s support and contributions.
- Henry extended his gratitude to the entire Senate and Committee Chairs for collaboration and commitment to faculty and students.

VII. Academic Senate Vice President’s Report

- Kelly expressed her gratitude to Senate members and leadership team for collaboration this year with a promise that next semester meetings will end on time.
- Proposed PDD Onboarding Workshop for faculty to share practical resources; volunteers welcome.
- Committee Evaluation Form task force to meet Friday; goal to finalize and present at first meeting next semester.

VIII. Consent Items

IX. Action Items

- Resolution for Charlie Kahn-Lomax – Eric Narveson & Laura Garcia. Eric (1st), Laura (2nd), unanimously approved.
- 3-level Program Viability Review (PVR) process - Grace Estrada. Eric (1st), Sravani (2nd), unanimously approved.

- C. Intersession Senate – Henry Estrada. (Senate will include Dave, Henry, Kelly, Tina and Melissa – not to exceed 10 hours total). Alessandro (1st), Eric (2nd), unanimously approved.
- D. Provisional Renewal for Missed DE refresher cycle – Grace Estrada for Tejal Naik. Grace moves that we approve the Provisional Renewal for the Missed DE Refresher Cycle, Laura (2nd), unanimously approved.
- E. Community College Faculty Survey of Student Engagement (CCFSSE) - Henry Estrada. The Academic Senate endorses and supports a survey of faculty on student engagement. Grace (1st), Rahmon (2nd), unanimously approved.

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

- A. Provisional Renewal for missed DE refresher cycle – Grace Estrada on behalf of Tejal Naik.
 - Provisional Renewal for Online Teaching; Faculty must renew DE certification every 2 years (4 hours training).
 - Proposal prevents faculty from losing class assignments, provides support path to get back into compliance, and is a one-time opportunity.
 - 3 years overdue: Extend eligibility 1 yr, complete training.
 - 4 years overdue: 4 hours DE training → 1 semester provisional (one-time grace period).
 - 5 years overdue: Retake Edit 22 for full certification.
 - Suspend Robert's Rules; motion by Kelly to move to Action, Alessandro (2nd), unanimously approved.
- B. AI Survey – David Hendricks
 - District-wide survey: 159 responses (slightly more from City; 53% part-time, 47% full-time).
 - Low overall comfort with AI tools; strong need for training and clear guidelines.
 - Concerns over privacy/security with free tools (75% usage); need to promote secure options (e.g., Nectar AI, Playlab AI).
 - Next steps include training, rollout of state-provided tools, and faculty communities of practice.
- C. Burden-Free Access to Instructional Materials Policy – Henry Estrada
 - Starting with the Spring semester, board policies require students have all required materials on Day 1, with a push toward Open Educational Resources (OER) and low-cost options to reduce financial burden, while respecting academic freedom.
 - Current policies (AP6900, Policy 5031, OER/Low-Cost Textbook policy) meet compliance, but Senate should take a clear stance on affordability and OER adoption next term.
 - Henry suggests that we continue the current taskforce we have in place that just worked on Program Viability to address these kind of policy issues.
- D. Community College Faculty Survey of Student Engagement (CCFSSE) - Henry Estrada
 - Henry would like the Senate's endorsement for faculty support to complete this survey as part of our commitment to Excellencia.
 - Eric moves to suspend Robert's Rules and move to Action, Kelly (2nd), unanimously approved.
- E. Spring Waitlist – David Hendricks
 - Current waitlist cap: 25 students, originally set to manage fraudulent enrollment.
 - Fraudulent student issue is largely resolved (state reports 97% real students).
 - Concern: Cap limits ability to gauge true demand for additional sections.
 - Suggestion to revisit or remove waitlist cap to better assess enrollment needs.
 - Is there willingness to expand the budget to meet students' needs and open more sections.
- F. W vs. F – Instructors drop students before "drop with W deadline" - Esperanza Outeirino-Feijoo.
 - Instructors face dilemma: drop student for W or allow F when non-performing.
 - Financially it is harder to dig out of W's than it is an F or D. Financial Aid: W's can harm completion rate (67% required); multiple W's risk dismissal.
 - Academic Standing: W's count against completion; F affects GPA but counts as completed.

- For International Students, an F is often better than W for visa status.
- Conclusion – there is no clear rule. The decision depends on individual student circumstances; instructors are encouraged to communicate with students.

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

A. NSF-ATE Badging ProSkills Grant - Tejal Naik & Nasreen Rahim – Tabled

XII. Announcements & Recognitions

- Alessandro shared the Student Research Symposium is tomorrow from 8:00 am – 9:00 pm.
- Sravani reminded the Senate that English Finals are on Friday.
- Grace shared that a survey regarding scheduling will be sent to all faculty; please consider Friday and Saturday classes.
- Next Academic Senate meeting: February 3, 2026

XIII. Adjournment – 4:57 pm – Alessandro (1st), Grace (2nd)