



**COLLEGE COUNCIL MEETING MINUTES**  
**September 14, 2020**

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**Present:** Andrea Alexander, Lynette Apen, Ebonnie Berry, Vicki Brewster, Maniphone Dickerson, Tammeil Gilkerson, Garry Johnson, David Micetich, Sarai Minjares, Lucha Ortega, Elaine Ortiz-Kristich, Randy Pratt

**Also Present:** Hazel De Ausen, Frank Espinoza, Penny Garibay (minutes), Antoinette Herrera, Robbie Kunkel, Bianca Lopez, Steven Mentor, Eric Narveson, Josh Russell

**Absent:** Derek Diaz, An Huynh

Meeting was called to order at 2:04 p.m.

**I. Call to Order**

**II. Adoption of Agenda – M/S/P (Brewster/Dickerson)**

**III. Approval of Minutes**

A motion was made to defer the May 11, 2020 minutes to next the next meeting – **M/S/P (Ortiz-Kristich/Pratt)**

**IV. Public Comments – None.**

**V. Recognition/Announcements**

- Elaine Ortiz-Kristich announced that Enlace program's virtual graduation took place over the summer and all went well.
- Elaine Ortiz-Kristich noted the Enlace program has an agreement to work with high schools to get seniors to join their program. They conducted a summer bridge program.
- Elaine Ortiz-Kristich congratulated Jessica Breheny as the new President of AFT 6157; she is the first female President for AFT 6157.

**VI. Information/Discussion**

**A. Orientation**

President Gilkerson provided a brief orientation, sharing the purpose of College Council as posted on the college's web site, as well as the College Council's membership. She noted that it's important that the College Council set goals that align with the purpose of the College Council. President Gilkerson explained that the College Council can agendaize any of these items to further discuss and make changes that the College Council deems necessary.

**B. Proposed Dates for Committee Reports: October 26, 2020 and March 8, 2021**

As the college's main governance body, it is important to hear from the other committees at least once per semester. The entire meeting would be set aside for mini-presentations from each of the committees.

### **C. Summer/Fall Marketing Outreach Update**

Josh Russell, Director of Marketing and Public Relations, provided an update regarding outreach for summer and fall, which included a social media influencers campaign and mobile (automobile) ambassadors, where students were paid to drive their cars around with the EVC's information on them. The #EVCIMPACT campaign was highlighted. Short videos of students sharing their EVC impact story were also shared. The success of campaigns using Spotify, Univision, YouTube, and others were noted.

### **D. Board Resolution Calling for Solidarity Against Structural Racism**

The Board of Trustees adopted the Resolution Calling for Solidarity Against Structural Racism. President Gilkerson felt it was important to have this on the agenda so that the College Council knows what the leadership is doing. The College Council can be thinking about this when goal-setting, especially given the discussions during PDD regarding humanizing education. EVC can move this work forward and show their commitment.

A discussion ensued in support of moving this work forward and how best to proceed. It was noted that the Inclusion Diversity Equity Action (IDEA) Committee has been functioning as an ad hoc committee over the summer. Garry Johnson noted that it would be beneficial to assemble information from the historical documents of the Diversity Action Council, which hasn't functioned in a number of years, merge the information together with what the IDEA group has been doing, and then bring it back to the College Council to continue the work from there. The structure is already in place with DAC and IDEA would be able to move forward where DAC left off.

## **VII. Reports**

### **A. President's Report/Academic Affairs Report – Dr. Gilkerson**

#### **1. Midterm Accreditation Report**

President Gilkerson thanked everyone for all the good work they've done. She thanked Lynette Apen who served as the college's accreditation liaison officer and was the lead on writing the accreditation report. The Board of Trustees approved the report. The college is working on getting the signatures now to send it off prior to the October deadline. She noted that the work continues and will be agendaized on the Institutional Effectiveness Committee meeting that is coming up where it will be discussed how they will continue the work going forward and begin preparing for the college's full comprehensive self-evaluation coming up in a couple years. She feels it's important to begin work on that now.

Dean Apen expressed her appreciation for Hazel De Aussen and Shashi Naidu for their work on the report.

#### **2. Hiring Update**

- President Gilkerson noted the announcement she had sent out that the new Vice President of Academic Affairs, Dr. Matais Pouncil, will join EVC October 5<sup>th</sup>.
- A decision has been made regarding the Dean of Language Arts, but they will not announce it formally until after the Board takes action. President Gilkerson feels they have selected an excellent candidate.
- President Gilkerson thanked Lucha Ortega who has been acting as the Vice President of Student Affairs. President Gilkerson stated that VP Ortega has been a gift in many

ways. VP Ortega's last day is Sept 25<sup>th</sup>. Their goal is to move forward with the interviews over the next week, and they hope to have this position on the October board agenda.

**3. Tammeil's Book Circle: Fall 2020**

President Gilkerson is planning to lead a reading circle that will be open to everyone. The first book will be Biased: Uncovering the Hidden Prejudice That Shapes What We See, Think, and Do. She has selected the 3<sup>rd</sup> Wednesday of each month, but is not positive on that yet. She has been working with the college bookstore to purchase books for individuals who may wish to participate. She also has a speaker that will either come to the next PDD or at the end of the term. She hopes they will get some ideas for this going forward.

**4. Measure I & J Board Resolutions**

The District has adopted these resolutions and they will be placing these measures on the November ballot. Measure I is a Parcel Tax. Measure J is for a General Obligation bond.

**5. Enrollment Update**

Enrollment is down. Total headcount as of last week was down about 5.7%. FTES was down 15.8%. Seat Count was down 7.1%.

It's important to contextualize. West Valley is down 4%. Chabot Los Positas is down in headcount 7% to 10%. Contra Costa CCD is down about 10%. EVC is somewhat in the middle of where others are in Northern California.

47 community colleges gave data to the RP Group and seat count is down about 7.7% statewide.

While we are down, we are faring a little better than colleges statewide. Our goal is to improve that, and we've made an incredible effort in that regard.

**6. Winter Intersession/Spring Semester Schedule**

President Gilkerson noted that EVC has made the announcement that we are building a largely online schedule for spring. She thanked the various groups for coming together to talk about it so we could make the decision going forward.

**B. Administrative Services Report – VP Alexander**

**1. Bond Projects/Construction**

Measure I is a Parcel Tax and doesn't have the same restrictions as a traditional bond has. Projects such as housing can be done with a parcel tax.

Measure G bond and Measure X is spent. We started a little later than planned, and since construction costs went up, all the money is spent. A lot of ADA projects had to take place in order to move forward with the larger construction projects, which also added to the cost. Measure J will allow us to look forward to the next five to twelve years as to what we will need from a facility standpoint.

For Measure J it requires 55% to pass. For the parcel tax it requires a bit more than 60% for that to pass.

Projects currently underway:

- Finishing up the painting project. Have received a really good response from folks that have been on campus.
- Acacia is the last building to be painted, so they are doing the repairs to the building now in order to begin that project.
- The lock project is underway. There are two phases. There will be an emergency button on every door to lock rooms that have more than five people. The second phase is with the Chief, where they are rekeying all the doors for safety.
- Gullo II multi-purpose room renovation is going smoothly now and we expect that to be completed mid-November.
- Cedro is expected to finish mid-November. Once complete there will be state-of-the-art classrooms, new ventilation system, and many other items; it's basically a new building inside.
- In the spring they will be getting ready for ADA projects. Permits for the new buildings cannot be issued until the ADA requirements are met.

Elaine Ortiz-Kristich inquired as to how long it will be before Acacia comes down. VP Alexander responded that due to sequencing, Acacia cannot go down until the Student Services building and the General Education building are fully up and everyone is moved in. Right now, they are looking at those buildings being fully online in 2025. However, the reality is they need to pass another bond as the original estimate to demo the building was \$1.3 million, but as of last year the cost was \$10 million.

Elaine Ortiz-Kristich inquired about whether there has been any thought about adding murals that reflect the students. VP Alexander stated that they thought about it and are certainly looking at revisiting that, in particular for the Language Arts building. VP Alexander noted that anyone interested can get on the design teams as they will have the most influence there. President Gilkerson noted that many colleges have a public art committee and encouraged individuals to feel free to agendize that; possibly something that would come through the Facilities Committee and then to College Council from there.

**c. Student Affairs Report – VP Ortega**

**1. ChatBot**

Financial Aid has been using ChatBot for a while. We have been able to extend ChatBot to A&R and Counseling. It's a type of self-service where students type in a question and it will direct them to the page where they would be able to find the answer. The District is engaging in a districtwide contract with ChatBot.

**2. ADD Self-Service**

VP Ortega thanked all the faculty for their participation on this. Overall, she is hearing it has been successful.

The meeting was adjourned at 3:22.



**COLLEGE COUNCIL -- MEETING MINUTES**  
**September 28, 2020**

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**Present:** Andrea Alexander, Lynette Apen, Vicki Brewster, Maniphone Dickerson, Tammeil Gilkerson, An Huynh, Garry Johnson, David Micetich, Sarai Minjares, Elaine Ortiz-Kristich, Randy Pratt

**Also Present:** Beatriz Chaidez, Sean Dickerson, Frank Espinoza, Maryam Farshadfar, Penny Garibay (minutes), Jaclyn Johnson, Robbie Kunkel, Bianca Lopez, Eric Narveson, Lisa Owen, Josh Russell, Ty Taylor

**Absent:** Ebonnie Berry

**I. Meeting was called to order at 2:02 p.m.**

**II. Adoption of Agenda – M/S/P (Brewster/Apen)**

**III. Approval of Minutes**

A. May 11, 2020

There was a duplication of Vicki Brewster's name. She was absent, but was listed as absent and present. Following the correction, the minutes were approved.

**M/S/P (Micetich/Dickerson)**

B. September 14, 2020

Vicki Brewster requested that the acronym for the IDEA Committee (Inclusion Diversity Equity Action Committee) be spelled out when first used in the minutes. The minutes were approved following this change.

**M/S/P (Apen/Minjares)**

**IV. Public Comments – None.**

**V. Recognition/Announcements**

- Vicki Brewster announced that The Association of Black Employees was formed over the summer and includes faculty, staff, administrators, and members from the community. Their web page is: <https://www.sjeccd.edu/employees/the-association-of-black-employees>. Anyone interested in contributing can do so via a Foundation account set up for this purpose. The President is Raniyah Johnson.
- Randy Pratt noted that the College Budget Committee meeting took place this last week. There was discussion about the committee being involved more in college functions. They will include this as part of their goals, which will be finalized at their next meeting.
- Dean Dickerson announced they will be conducting another bootcamp training for faculty. They will conduct the training October 5<sup>th</sup> through 23<sup>rd</sup> so that faculty will be qualified to teach online for spring 2021.

## **VI. Information/Discussion**

### **A. Summary of Main Changes to Title IX and Necessary Changes to District Board Policies and Administrative Procedures**

Lisa Owen provided a presentation in regards to the changes the District is required to make to Board Policies and Administrative Procedures as a result of changes at the state and federal level. The presentation also included an overview of the major changes to Title IX and new processes for Title IX.

Changes to Board Policies:

- BP 3430 Prohibition of Harassment- Removes references to sexual harassment and cleans up language.
- *NEW* BP 3433 Prohibition of Sexual Harassment under Title IX- Specific for sexual harassment and new requirements of Title IX
- BP 3540 Sexual and Other Assaults on Campus- Realigned for new Title IX requirements

Changes to Administrative Procedures:

- AP 3430 Prohibition of Harassment – This procedure was revised to remove all requirements regarding sexual harassment under Title IX and leave other forms of harassment.
- *NEW* AP 3433 Prohibition of Sexual Harassment under Title IX – This procedure was created to address only sexual harassment as defined in Title IX.
- *NEW* AP 3434 Responding to Harassment Based on Sex under Title IX – This procedure was created to address the requirements of the new Title IX regulations.
- AP 3435 Discrimination and Harassment Complaints and Investigations – This procedure was revised to remove all requirements regarding sexual harassment under Title IX and leave discrimination and other forms of harassment.
- AP 3540 Sexual and Other Assaults on Campus – This procedure was revised to align to the requirements of the new Title IX regulations.
- AP 5530 Student Rights and Grievances – This procedure was revised to remove all requirements regarding grievance hearings regarding sexual harassment and leave other grievance procedures in place.

President Gilkerson stressed the importance of these changes to the College Council and requested of the District that training is provided after this has been finalized.

Lisa Owen stated that suggestions are welcome. She and Raniyah Johnson are working on getting training together for both employees and students.

Lisa Owen noted that this item will be brought back to the College Council at the next meeting for approval. They will be submitting these changes to the Board of Trustees, first for information and then for approval.

### **B. College Council Representative for District Council**

President Gilkerson shared the District's web page for District Council to the College Council and reviewed the purpose and the membership. EVC College Council is provided one seat on District Council. The current representative is David Micetich.

Dean Dickerson volunteered and will serve on the District Council on behalf of the College Council for FY2020/2021.

**c. College Council Goals**

President Gilkerson asked the College Council to reflect on goals for 2020/2021.

Dean Apen noted that the College Council is advisory to the President and one goal may be to determine how the information gets from the College Council to the college community. President Gilkerson agreed that closing the loop and a broader college communication would be excellent as a possible goal.

Elaine Ortiz-Kristich agreed. She also noted that it would be nice to have a refresher and suggested a video be created to share with everyone as to how the College Council works so they can see what shared governance looks like and who makes the final decision with all the input.

President Gilkerson stated that College Council will be evaluating themselves this year based on their goals. The work that College Council conducts should have a clear structure and path that can be communicated to everyone by the end of the year, if not sooner. She would recommend the College Council make that as a goal for itself.

Elaine Ortiz-Kristich noted that one of the issues in the past was that they didn't know who the Chairs of the committees were, as well as whether they were receiving reassigned time. She was concerned about the Chairs being accountable if they are not getting paid. She stated that it is something that needs to be looked at; who are the Chairs and what are they doing in the committee.

Dean Apen stated that training for the Chairs was implemented a few years ago, but it tapered off. Reinstating that training would help people to be successful and understand the structure of how governance operates, the reporting structure, as well as the importance of goal-setting at the beginning and evaluations at the end. President Gilkerson concurred that training is a common goal, as well as including this information in the handbook.

Dean Dickerson suggested a possible goal be alignment with the Strategic Plan, Education Plan, and Facilities Plan. She suggested that there be training about the purpose of each plan as well as receive updates regarding the plans.

**d. Participatory Governance and Integrated Planning Retreat**

President Gilkerson noted that one of the goals is an active participatory planning retreat, which could potentially take place October 23<sup>rd</sup>. One of the objectives is to achieve more defined processes, which is the linchpin of program review and helps lead the college's strategic goals and ultimately how to fund. The college is making progress toward student success and equity goals, but there needs to be more clarity. The focus for attendees would be heavily on individuals on the committees; the entire college would also be invited to attend. Given it will be a virtual format, the retreat would be no more than two and a half hours. President Gilkerson will take the lead to bring everyone together. This would be more of an assessment of where everyone is at and receiving feedback from people who are working in the process; a live focus group.

## **VII. Action**

### **A. Dates for Committee Reports: October 26, 2020 and March 8, 2021**

A motion was made to approve following amending the dates to October 26, 2020 and April 12, 2021.

**M/S/P (Apen/Ortiz-Kristich)**

## **VIII. Reports**

### **A. Report from District Council**

David Micetich provided highlights of the September 24<sup>th</sup> District Council meeting.

- COVID UPDATE – extended the distance education through spring 2021.
- There was discussion regarding virtual campus. For EVC the information can be found beneath the home page banner. This is a resource that Josh Russell and the rest of team provides for things such as Canvas, MyWeb, etc.
- There were procedural changes to District Council. District Council will now receive written reports from the campuses.
  - EVC's report highlights:
    - Guided Pathways
      - Tri-chair committee
      - Working on program maps for CAPS/Metamajors and will go to Academic Senate in October for approval.
      - Looking to redeploy the First Stop and Welcome Center
      - CCAApply - updated Metamajors/CAPS
      - MyPath – over 1,000 careers outlined to coincide with EVC majors.
      - Stay on the path with FAQs and videos.
    - Promise
      - 88 students in cycle through spring 2021.
    - AB705
      - 19.5 section increase for Math
      - 13.2 section increase for English
- Updates to Board Policies and Administrative Procedures were discussed. Some of which have been discussed during this meeting. Others were related to the Chancellor's delegation of fiscal responsibility, a credit by exam procedures, leaves, non-residency and military residency.
- ITSS is still developing proxy to get various services online through the portal, such as graduation requests and leave requests.
- There was a presentation regarding East Side. Our District is hoping to get NHU property for the east side to better serve an at-risk population.
- There was an article distributed by the Chancellor, which discussed anti-racist institution statewide DEI initiative.

### **B. President's Report**

- Dr. Gilkerson gave kudos to the Enlace program for the recognition they received for the Growing What Works database. She will also be highlighting this in her report to the Trustees. Thank you to our coordinator, Elaine Ortiz-Kristich, for sharing that information with our college community.



- The first President's Cabinet meeting took place. The President's Cabinet consists of the Presidents from EVC's governance leads, as well as EVC's President and Executive Cabinet. They will be jointly working to support and lead the institution at all levels.
- Dr. Gilkerson is currently providing oversight for Student Affairs while the VP Student Affairs position is vacant. The search is underway and they hope to have a new VP in place in the next month.

**c. Administrative Services Report**

VP Alexander provided a PowerPoint presentation, which included bond updates.

The meeting was adjourned at 3:34 p.m.



**COLLEGE COUNCIL -- MEETING MINUTES**

**October 12, 2020**

**2:00-3:30 p.m. Via Zoom**

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**Present:** Andrea Alexander, Lynette Apen, Ebonnie Berry, Vicki Brewster, Maniphone Dickerson, Matias Edwards, Tammie Gilkerson, An Huynh, Garry Johnson, David Micetich, Satwik Modia, Matais Pouncil, Randy Pratt

**Also Present:** Frank Espinoza, Penny Garibay (minutes), Raniyah Johnson, Eric Narveson, Josh Russell

**Absent:** Sarai Minjares, Elaine Ortiz-Kristich

**I. Meeting was called to order at 2:01 p.m.**

**II. Adoption of Agenda – M/S/P (Brewster/Apen)**

**III. Approval of Minutes – September 28, 2020 – M/S/P (Apen/Dickerson)**

**IV. Public Comments** – Limited to 3 minutes; there is no action or extended discussion of any item not on the agenda.

**V. Recognition/Announcements**

- President Gilkerson noted the passing of long-time faculty member, Bill Jacobs, and acknowledged the tremendous role he played at the District and colleges during his 50 years of service.
- President Gilkerson welcomed the new Vice President of Academic Affairs, Dr. Matais Pouncil.
- President Gilkerson asked the two new Associated Student representatives, Matias Edwards and Satwik Modia, as well as the existing Associated Student representative, An Hunyh, to introduce themselves to the Council. The Council members and meeting attendees introduced themselves to the students. The Council extended a welcome to the students.

**VI. Action**

A. Changes to District Board Policies and Administrative Procedures due to changes to Title IX.  
**M/S/P (Micetich/Brewster)**

B. College Council Goals

Four goals were submitted to College Council, which had been discussed at the September 28, 2020 College Council meeting. Following a discussion, it was decided the first two would be moved forward for FY2020/2021 as noted below.

- Review and update the Integrated Planning and Participatory Governance structure.
- Update the Integrated Planning and Participatory Governance Handbook.

**M/S/P (Pratt/Brewster)**

## VII. Reports

- A. President's Report – President Gilkerson
- President Gilkerson thanked everyone for the great work they're doing.
  - The new Dean of Language Arts has been submitted to the Board of Trustees for approval at their October 13<sup>th</sup> meeting.
  - The EVC Builds web site has been launched. President Gilkerson shared the web page with College Council.
  - 8,000 postcards were sent to the community inviting them to a virtual event October 22<sup>nd</sup>, which will showcase the great work happening on campus.
  - Thank you to Dean Apen for her incredible work acting as the Accreditation Liaison Officer (ALO). The mid-term report was submitted to the accrediting body and received.
  - Transitioning the ALO leadership to VP Pouncil and will begin the work on EVC's self-study. Although not due for three years, the work needs to begin now.
- B. Academic Affairs Report – VP Pouncil
- VP Pouncil thanked Lynette for the excellent work on the mid-term report, as well as the faculty and classified professionals that contributed.
- C. Administrative Services Report – VP Alexander
- Budget will be presented at BOT meeting tomorrow. After that VP Alexander will do rounds to explain the budget.
  - Emergency Response Team (ERT) is meeting every 3 weeks. Nursing will continue to be on campus. President Gilkerson and the Deans are looking at perhaps adding some classes for AutoTech and PE. Access to campus on Monday and Wednesday continues. They continue to prepare the campus by installing plexiglass dividers and signage for when everyone returns to campus.

Meeting adjourned at 2:51 p.m.



**COLLEGE COUNCIL – MEETING MINUTES**

**October 26, 2020**

**2:00-3:30 p.m. Via Zoom**

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**Present:** Andrea Alexander, Lynette Apen, Ebonnie Berry, Vicki Brewster, Maniphone Dickerson, Matias Edwards, Tammeil Gilkerson, An Huynh, Garry Johnson, Elaine Ortiz-Kristich, David Micetich, Sarai Minjares, Matais Pouncil, Randy Pratt

**Also Present:** Melody Barta, Grace Estrada, Fahmida Fakhruddin, Penny Garibay (minutes), Victor Garza, Tina Iniguez, Jaclyn Johnson, Bianca Lopez, Steven Mentor, Eric Narveson, Nasreen Rahim, Josh Russell, Kathy Tran

**Absent:** Satwik Modi

**I. Meeting was called to order at 2:03**

**II. Adoption of Agenda – M/S/P (Edwards/Apen)**

**III. Approval of Minutes – October 12, 2020 – M/S/P (Edwards/Brewster)**

**IV. Public Comments – None.**

**V. Information/Discussion**

**A. Adopted Budget Presentation**

VP Alexander provided a presentation to the College Council highlighting the 2020/2021 Adopted Budget. VP Alexander noted that usually she would provide the presentation to the College Budget Committee first, but given the timing of the meetings, she is providing it to the College Council first.

- Every year we start the year with a fund balance, or reserves for the District. This year it was \$25.6M.
- They look at all the revenues they expect to receive.
- The District lost revenues this year, such as health fees, international fees, facility rental fees, parking fees, but they still expect approximately \$131.8M of revenues.
- Expenses for salaries and benefits is expected to be \$114M and they expect \$24.6M for discretionary, which provides a budget of approximately \$138.7M for the District.
- Even allowing for the discount factor, there is an expected budget shortfall of \$3.7M, which will come from the reserves. This does not include any COLA, which is calculated retroactively, which could be anywhere from \$1M to \$5M.
- EVC's portion of the budget is approximately \$48M.
- EVC will be provided approximately \$1.5M carryover from 2019/2020, which is different than prior years as the District calculated differently this year.
- Expenses related to COVID-19 this year (additional expenses and lost revenue) will utilize most of the carryover.
- The CARES funding did not cover all of the expenses related to COVID-19. There is a shortfall of almost \$500K.

- Each of the budget managers have been provided their budgets as of last week. Kathy Tran and Saloshni Chand will be meeting with the budget managers to review their budgets in detail. Some expenses will not occur, but there will be new expenses to be covered.
- The Resource Allocation Model is coming for FY2021/2022. EVC needs to decide how we want to use that allocation.
- The budget will be posted on the web site.

The College Council was invited to attend the College Budget Committee meeting should they wish to have a more detailed conversation, given the time restraints for today's College Council meeting.

## **B. Athletics Planning Presentation**

Jaclyn Johnson, Athletics Director, provided a presentation regarding EVC's athletics.

- Currently offer Men's and Women's Soccer; men's soccer starting in 1997 and women's soccer starting in 1999.
- There was a plan to offer five new sports programs from 2009 and 2011, but that was not put into action.
- The mission of EVC is to empower and prepare students with diverse background to succeed, and the EVC athletic department aligns with this directly by preparing student athletes to become leaders and champions by challenging students with the highest values of character, integrity, and sportsmanship.
- When students come to campus they are looking for a sense of community with people who have similar interests and growing the EVC athletic department speaks directly to that need.
- The top three sports they would play is basketball, volleyball, and badminton.
  - Badminton is already very popular on campus; those classes are always full and have waitlists.
  - There is a demand to add badminton to their sports program.
  - Recruiting for these sports can be done locally.
  - EVC already has the facilities for badminton.
  - Local colleges have badminton programs, so there would be competition.
  - Badminton is already recognized as an official sport with CCCAA.
- The next sport that would be really big for EVC is e-sports.
  - A trending sport that is quickly becoming a part of University campuses.
  - 100 million people watched the e-sports League of Legends championship. More than the NBA and NFL combined.
  - Silicon Valley is known for emerging technology.
  - E-sports foster students to be creative, build critical thinking skills, and encourage teamwork.
  - E-sports fosters interest in game design and development, cybersecurity, graphic and multimedia design, and technological communications.
  - The rapid growth of e-sports brings new jobs and the demands of the industry translates to career opportunities for students.
  - There were only 7 collegiate varsity institutions offering e-sports programs in 2016, but by 2019 there were over 130, and they offered full or partial scholarships.
- AD Johnson believes they can easily offer badminton, with the biggest thing being hiring a coach.
- E-sports will need an investment, but a small investment will go a long way.

## **VI. Action**

### **A. Recommendation to Adopt Faculty Prioritization Committee & Rubric**

The prioritization committee is an opportunity based on dialogue that's been happening around institutional effectiveness and the resource allocation process. The charge is to review the written submissions and presentations that articulate why different departments at the college may need a full-time faculty hire. The committee would then take an institutional lens to discuss and prioritize each position that has been proposed and submit to College Council to consider as a recommendation to the President for hiring.

**M/S/P (Johnson/Apen)**

**B. Recommendation to Pause Program Review and Assessment for 2020-2021 to Allow for Review & Reimagining of the College's Integrated Planning Process**

President Gilkerson noted that it's not actually a pause, but more of a moment of focus. EVC will be doing work that will build the ship collaboratively to make sure that the college has integrated processes that everybody understands and a way to link this to the resource allocation process. This is not to say there won't be anything done this year, but instead the work will be toward getting focused. A lot needs to be done to build the platform. Administrative Services and Student Affairs needs to do a lot of work, as well, to build the platform.

**M/S/P (Apen/Dickerson)**

**VII. Reports**

**A. College Committee Chair Reports (5 minutes each)**

**1. College Curriculum Committee & Archives Committee**

Eric Narveson provided updates for the Archives Committee and Curriculum Committee.

Archives Committee:

- Archive Committee has been around since 2002 and is currently in a kind of dormancy as there are no decisions to be made.
- Advises policy and decisions or actions regarding the college archives.
- Eric Narveson is the archivist for EVC.
- There isn't any membership right now.
- Decisions related to the Heritage Room in the Library and the Memorial Grove on the hill are responsibilities of the Archives Committee.

Curriculum Committee:

- Since sheltering in place, the Curriculum Committee has
  - Completed 84 course revisions.
  - 17 new courses.
  - 5 course deactivations.
  - 3 new degree revisions.
  - 1 new degree.
  - 3 certificate revisions.
  - 5 new certificates.
  - 3 certificates deactivated.
  - 180 distance education supplements have been approved.
  - The Tesla Start certificate and Advanced Manufacturing are two of the new certificates.
  - EVC now has an AAT in Social Justice Studies, specifically in women, gender and sexuality.
  - They meet twice per month.

## **2. College Budget Committee**

Melody Barta provided a presentation.

- The presentation noted allocations that the College Council approved last year that came through the College Budget Committee process.
- \$25,000 was carried over from last year as it is approved the academic year before it is spent; an additional \$150,000 carried over from Fund 17.
- Goals for this year include:
  - Work with the Resource Allocation Model to establish procedures to ensure sufficient revenues to support educational improvement and innovation at EVC.
  - Become educated in the current budget process and each member will then educate their constituency group on this process.
  - Actively pursue being involved in the funding decisions for the College and from the initial stages of budgeting and throughout the entire process.
  - Approve special funding requests, including any annual allocation from the District and the Innovation Funds already in process.
  - Advocate for funding to provide necessary support for all EVC's students in an equitable manner.
- President Gilkerson will update the innovation funds process at their next meeting.
- A timeline was shared as part of the presentation.

## **3. Campus Technology Committee – Steven Mentor**

Steven Mentor provided an update.

- Technology Committee has nine goals for the year. Below are the goals noted by Steven Mentor.
  - Many goals involve training.
  - Add the items done around COVID and Distance Ed to the Technology Plan.
  - Recommend and promote the technology that is needed in light of COVID.
  - Clarify an inactive technology request process.
  - A local admin is needed for Canvas for EVC.
  - They would like a process for looking at accreditation issues related to technology to ensure they are addressing those in a dynamic way.
  - Building more community between CTSS and instructors.
- Steven Mentor will follow up with Hazel De Aussen, EVC Research Analyst, to help her with surveys.
- The committee hopes to be able to offer webcams to those that would prefer to have just the webcam versus a laptop. They are moving toward making that easier.
- They are looking to offer upgraded headphones to faculty.
- There are plans to upgrade the Wi Fi in the parking lots as there are students that have trouble with connectivity. They would utilize parking lot 6 for students to access the Wi Fi.

## **4. Distance Education Committee**

Nasreen Rahim provided a presentation via Canvas.

- Conducting rigorous training since sheltering in place.
- Held multiple Canvas bootcamps for faculty.
- Instructional designers come in to offer training.
- Created a sample template for all online supplements, as well as a video tutorial.
- Maintain peer online course reviewers. They have 10 certified peer online course reviewers.
- Goals:
  - Develop peer online course evaluation program.

- Every employee trained in Canvas.
- Approved DE Certification Program.
- Review and revise training requirements.
- Program review.
- Address staffing needs.
- Acquire a student representative
- Add a faculty co-chair
- Revise DE handbook

## 5. Institutional Effectiveness Committee

Fahmida Fakhruddin provided a verbal report.

- The midterm report was submitted.
- 24 program reviews due this year; they will be shifted to the next cycle.
- The mid-term report was submitted to ACCJC.
- Five goals for the year.
  - Complete all the development work for program review module in CurriQunet and test the system thoroughly to make sure that the online system functions properly.
  - Establish approval process to delay or to provide extension of program review.
  - Create a handbook for program review.
  - Develop instructional materials to facilitate the ability of campus community to use the online program review management system.
  - Continue to make progress.

## 6. Student Learning Outcomes Assessment Committee

Grace Estrada provided a presentation.

- The following goals were created prior to the pause. She believes they can still do them or at least adjust them for the pause.
  - Update SLO Handbook.
    - Focus on EVC missions, etc. instead of SJECCD.
    - Include information about CurriQunet.
    - Refer to matrices as legacy format.
    - Include flowchart for assessments module
  - Engage campus community in completing SLOs.
    - Demonstrate process in division meetings.
    - Send deans reports on courses that need updates.
    - Provide supportive documentation, update website.
    - Investigate feasibility of other platforms.
    - November/December – start encouraging faculty to update courses and programs.
    - Let everyone know that courses and programs need to be updated.
    - Coordinate with Curriculum Committee.
  - Obtain an accurate assessment of where the college is in terms of compliance.
    - Obtain accurate reports from CurriQunet.
    - Encourage faculty to examine matrices for most recent assessments if none have been completed on CurriQunet.

Progress:

- Dr. Gilkerson has helped create templates.
- Updated first 10 pages of handbook.
- Increased engagement through reporting and education.
  - Created SLO and Program templates.



- Working on instructional PDFs – development in some proposals still needed.
- Attending 2-hour bi-weekly SLO Coordinator workshops - best practices in other institutions.
- Bi-weekly Zoom office hours.
- Audited 371/725 courses (51%)

## 7. Student Equity Committee

Victor Garza provided a verbal presentation.

- Goals:
  - Review College plans through an equity and inclusion lens and research best practices, and innovative methods for cultivating an equitable and inclusive campus environment.
  - Educate, promote and inform the college community on equity, diversity, and inclusion issues.
  - Establish a funding request process for SEA funds.
  - Collaborate with other college committees and offices to support institutional plans with regard to equity, diversity, and inclusion.
  - Discuss and respond to data with regard to equity, diversity, and inclusion.
  - Present annual reports to the campus community and District on the progress the institution is making on achieving goals.
- They launched their new series called Envisioning Equity speaker series.
- They are working closely with Hazel De Ausen to analyze data related to retention.
- On the Student Equity Report there are three disproportionately impacted populations that they have identified and targeting: Pacific Islanders, LatinX, and African Americans.
- They are collaborating with Enlace, Aspire, and Umoja-AFFIRM to address the equity gaps as it relates to retention.

## B. President's Report – President Gilkerson

- Elected to not hire a VPSA at this time. Went through the process and thanked everyone for their energy and time. Will be making plans for a new process to go back out in the future.
- Will be applying for an Institutional Effectiveness Partnership Initiative grant to get a partnership resource team committee to support anti-racist work and work around humanizing education.
- Will be opening up parking lot 6 for students to access Wi Fi starting November 2<sup>nd</sup>; Thursdays from 9:00 a.m. to 4:00 p.m. Based on mapping, found this is where the WiFi is the strongest.
- Holding a Classified Appreciation event October 30<sup>th</sup> to celebrate the classified professionals.

## C. Report from District Council – Dean Dickerson

- Met last week and worked on Administrative Procedures (APs) and Board Policies (BPs); one was related to credit for prior learning, which used to be a credit for exam.
- They have 19 other APs and BPs to review as a committee.
- Discussion about purchasing the eastside area land – the District will not be purchasing any property over there.

Meeting adjourned at 3:38 p.m.



**COLLEGE COUNCIL – MEETING MINUTES**  
**November 9, 2020**

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**Present:** Andrea Alexander, Lynette Apen, Ebonnie Berry, Vicki Brewster, Maniphone Dickerson, Matias Edwards, Tammeil Gilkerson, Garry Johnson, Elaine Ortiz-Kristich, David Micetich, Sarai Minjares, Satwik Modi, Matais Pouncil, Randy Pratt

**Also Present:** Robby Bodden, Brooke Duran, Frank Espinoza, Karen Fray, Penny Garibay (minutes), Raniyah Johnson, Bianca Lopez, Kelly Nguyen-Jardin, Josh Russell

**Absent:** An Huynh

**I. Meeting was called to order at 2:01 p.m.**

**II. Adoption of Agenda – M/S/P (Edwards/Apen)**

**III. Approval of Minutes – October 26, 2020**

Grammatical edits were provided by President Gilkerson and Vicki Brewster. The minutes were approved following the edits.

**M/S/P (Apen/Edwards)**

**IV. Public Comments**

Sean Dickerson:

- Thanked those that were able to attend the Empowering Today's Black Woman workshop October 8<sup>th</sup>, as well as the African American Male Summit October 22<sup>nd</sup>.
- EVC and SJCC will be holding a town hall event, Closing the Equity Gap for African Americans in Silicon Valley, November 18<sup>th</sup> at 5:00 p.m. San Jose City Mayor will be attending. A flyer will be sent out in the next few days.
- EVC's Diversity Action Council is looking for individuals interested in participating. Individuals interested in serving on the DAC should contact Sean Dickerson or Maya Gonzales.

**V. Recognition/Announcements**

Vicki Brewster thanked President Gilkerson and the managerial staff for the October 30<sup>th</sup> Classified Appreciation event. The event was beautiful and the presentation very creative.

Elaine Ortiz-Kristich shared that Stanford Linear Accelerator Center sponsored a virtual career seminar for EVC SACNAS students with the Enlace Program. The seminar speakers offered insight to STEM and Non-STEM careers. There were 25-30 students that participated. It was a very enlightening event.

President Gilkerson shared that EVC has been chosen as a 2020 Champion of Higher Education by the Campaign for College Opportunity for EVC's success with 2018/2019 associate degrees for transfer. EVC is once again one of the top colleges in the state for awarding associate degrees for transfer. EVC will be honored in November. They expect the official announcement will come out shortly, after which a campus-wide announcement will be sent.

## **VI. Status of October 26, 2020 College Council Recommendations to the President**

President Gilkerson communicated to the members that this is to provide notice when the College Council recommendations have been accepted in order to close the loop. The following items were approved by the President:

1. Recommendation to Adopt Faculty Prioritization Committee & Rubric.
2. Recommendation to Pause Program Review and Assessment for 2020-2021 to Allow for Review & Reimagining of the College's Integrated Planning Process.

## **VII. Information/Discussion**

### **1. First Read – Innovation Fund Proposal**

President Gilkerson highlighted the document shared with College Council. The recommendation was put before the College Budget Committee (CBC). Following unanimous approval by the CBC, it is now presented to College Council. It is a proposal to use the \$125,000 in innovation funds to develop departmental inquiry groups with the goal around anti-racist inquiry and reflection. The proposal includes ways to create both opportunity for inquiry and reflection for faculty members, as well as completes a concrete actionable goal assessment plan.

This will come back to College Council for a vote.

### **2. Annual Basic Needs Report Presentation – Raniyah Johnson**

- September 2019 and March 2020:
  - EVC received over 17,000 pounds of food from Second Harvest, over 1,600 pounds of food from New Seasons, and over 600 pounds of food from Fresh and Natural.
  - Also partnered with Hunger at Home, Leah's Pantry (Nutrition Pantry Program), and the Santa Clara County Public Health Department.
  - 3,120 visits to the pantry; on average, students visited three times per month.
  - Distributed 72,000 pounds of food.
  - EVC special programs received an allotment of \$10 vouchers, which could be used at Fresh & Natural.
  - Partnered with Service Learning so students could do volunteer hours to be civically engaged and learn how to give back to the EVC community.
  - 40% of the pantry students also applied for CalFresh.
  - Connected students with the clothing and hygiene closet and Business & Workforce to provide students additional skill training, resume building, and dressing for success to prepare students to apply for jobs.
  - Worked with the early alert team to determine if students needed additional resources such as psychological services, grocery gift cards, or emergency funding.
  - Received \$70,000 grant from Hunger Free.
  - In the fall 426 students (unduplicated) visited the pantry and in the spring there were 435 students (unduplicated).
- June 2020 through August 2020 (drive-through):
  - 617 students served (unduplicated); including families in the homes the number is 5,525 served.
  - 57 individuals served were with the community (not EVC students).
- Continuing Special Program Outreach.
- Working on how they can better outreach to disproportionately served Hispanic students.
- Looking at new ways to outreach including ad hoc committee, adding information to course syllabi, evening hours for the pantry, and institutional funding.

### **3. Institutional Effectiveness Partnership Initiative (IEPI) Partnership Resource Team**

- EVC was approved to receive assistance from a Partnership Resource Team to support institutional improvement and transformation in instruction and services in spring 2021.
- Additional funding may be available to support the good work happening at EVC.

### **4. Update on Program Review and Assessment**

- Building a baseline for student learning outcomes and for courses and programs.
- Working to ensure Student Learning Outcomes (SLOs) are up to date at the course and program level and they are tied to the institutional learning outcomes that have been adopted by the college.
- Will be supporting and conducting the same collection of information for all of the administrative programs and student services programs
- Elected to adopt the terminology Service Area Outcomes (SAOs) to reflect more of what student service programs and administrative services programs are doing.
- Making good progress on the program review module and also the assessment module and CurriQunet.
- A team of individuals had a very constructive meeting with the CEO of CurriQunet last week. The CEO is committed to supporting the work happening at EVC.
- Goal is to have most of the baseline work done by end of December.

### **5. Update on Faculty Prioritization Process**

Academic Senate President Randy Pratt stated that he and VP Pouncil had a very productive meeting last week. He noted that the collaboration between the faculty and deans is a very positive direction. The deadline to receive proposals was changed. The process was condensed to ensure EVC has the opportunity to get the best and brightest out there. The committee will review all the proposals and the faculty will have an opportunity to provide a short presentation November 12<sup>th</sup>. This is part of the rubric. They will meet again November 18<sup>th</sup> to begin debriefing as a committee and determine collaboratively and collegially the ranking of the new faculty to be hired.

VP Pouncil thanked Academic Senate for moving so quickly to allow for each of the steps to happen. He noted that today at 5:00 p.m. is the deadline for proposals.

President Gilkerson noted that given the timing of the next step (recommendations) in the prioritization process, College Council may need to consider moving the item to Action and asked that everyone be thinking in terms of that possibility. The college needs to move forward with the hiring process before the holiday break.

## **VIII. Reports**

### **1. President's Report – President Gilkerson**

- EVC education master plan is sunsetting at the end of 2020. More information on that will be provided soon.
- Recognized Josh Russell and the incredible work he has been doing in the community.
- Proceeding with an organization they've chosen to kick-off redesign of the EVC web site.
- An EVC Commission has been created to strengthen community ties and create new partnerships to support the work at EVC. There are currently 12 committee members joining from entities such as Pure Storage, Excite CU, City of San Jose Major's Office, Chopstick Alley, XL Construction, Tesla, Silicon Valley Leadership Group, YMCA, NextFlex, and several alums. They have their first meeting tomorrow.

**2. Academic Affairs Report – VP Pouncil**

No updates.

**3. Administrative Services Report – VP Alexander**

- Conducted a few budget presentations over the past two weeks.
- The budget will be on the EVC website at the end of the week.
- November 15th Cedro is schedule to be completed.
- They hope to finish Gullo II within the next couple weeks.
- Wellness stations will be installed over next couple weeks.
- Will start north fire lane construction late December.
- West ADA, between Cedro and LETC, will begin late December.
- Futsal/Pickleball Sports Complex construction near the soccer field will start late December/early January.

**Meeting adjourned at 3:15pm**



**COLLEGE COUNCIL – MEETING MINUTES**  
**November 23, 2020**

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**Present:** Lynette Apen, Maniphone Dickerson, Matias Edwards, Tammeil Gilkerson, An Huynh, Garry Johnson, Elaine Ortiz-Kristich, David Micetich, Satwik Modi, Matais Pouncil, Randy Pratt

**Also Present:** Grace Estrada, Margaret Faumi, Gustavo Flores, Robert Estrada, Penny Garibay (minutes), Kelly Nguyen-Jardin, Thu Nguyen, Gina Riccitelli, Josh Russell, Margarita Savageau, Kathy Tran

**Absent:** Andrea Alexander, Ebonnie Berry, Vicki Brewster, Sarai Minjares

**I. Meeting called to order at 2:02 p.m.**

**II. Adoption of Agenda – M/S/P (Edwards/Pratt)**

**III. Approval of Minutes – November 9, 2020**  
**M/S/P (Apen/Ortiz-Kristich)**

**IV. Public Comments – None.**

**V. Recognition/Announcements**

Dean Dickerson recognized and appreciated the senior administrative assistants for their work scaling up the online student evaluations.

**VI. Information/Discussion**

**1. Faculty Prioritization Committee Recommendation – Ranked List**

The Faculty Prioritization co-chairs, Randy Pratt and VP Pouncil, both stated it was a smooth and collegial process. It's expected that six positions will be funded, but the list includes twelve in the event more positions are able to be funded. Randy Pratt noted this is the first time where the faculty and administration joined together as a committee to create one list. Great strides were made to make changes in the structural process to get to this point, and the process will continue to be refined as needed by the committee.

**A motion was made and seconded to move the item from Information to Action.**  
**M/S/P (Pratt/Dickerson)**

**VII. Action**

**1. Faculty Prioritization Committee Recommendation – Ranked List**

This item was moved from Information to Action.  
**M/S/P (Pratt/Dickerson)**

## 2. Innovation Fund Proposal

The document was presented and discussed as an Information item at the previous meeting.

Randy Pratt made a motion to approve the item. Elaine Ortiz-Kristich seconded the motion.

A discussion followed, focusing on the stipend piece of the proposal. Randy Pratt stated that faculty groups across the District have concerns about the stipend. He does not support stipends as a means of fair compensation without having a defined number of hours that would be attributed to the dollar amount.

Elaine Ortiz-Kristich stated that AFT6157 are unable to support this item as they disagree with the concept of utilizing stipends.

President Gilkerson noted she is working with AFT 6157 as to how best to provide compensation.

There was discussion about the possibility of modifying the language regarding compensation in order to potentially proceed with approving the item.

Following further discussion, **a motion was made and seconded to table the item to the December 14, 2020 meeting.**

**M/S/P (Pratt/Dickerson)**

## VIII. Reports

### 1. President's Report

- President Gilkerson represented the College last week at the Campaign for College Opportunities Celebration. Evergreen Valley College was named a Champion of Higher Education for the second year in a row. She congratulated everyone at Evergreen Valley College for the great work that is being done.
- Hiring Updates – Student Affairs
  - Moved forward with posting the Vice President of Student Services position.
  - Moving forward with hiring a Dean of Enrollment Services; the position will be posted soon.
  - Will be hiring for a Director of Outreach and Recruitment as part of the reorganization of Student Affairs.
  - Exciting work is being done to pull together the team to provide more direct support for students. There will be a tighter focus to the work in terms of getting students on the right path. With the work of the team of counselors, First Stop Staff, and many other areas, it will change the way EVC is onboarding students, with a focus on using MyPath and the Strong Interest Inventory. Workshops are being designed to support students in this area.
- The Institutional Effectiveness Partnership Initiative was noted at the last meeting, which will provide up to \$200,000 in statewide support for institutional effectiveness. The steering committee that will be working with the Partnership Resource Team (PRT) will be President Pratt, President Modi, President Lopez, VP Pouncil and VP Alexander. College Council will definitely be involved. February is being targeted for the first meeting, with a follow up meeting in March.

## IX. Meeting was adjourned at 3:20 p.m.



**COLLEGE COUNCIL – MEETING MINUTES**  
**December 14, 2020**

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**Present:** Lynette Apen, Ebonnie Berry, Vicki Brewster, Maniphone Dickerson, Matias Edwards, Tammeil Gilkerson, An Huynh, Garry Johnson, Elaine Ortiz-Kristich, David Micetich, Sarai Minjares, Satwik Modi, Matais Pouncil, Randy Pratt

**Also Present:** Melody Barta, Janina Espinoza, Penny Garibay (minutes), Robert Gutierrez, Kelly Nguyen-Jardin, Bianca Lopez, Josh Russell

**Absent:** Andrea Alexander

**I. Meeting called to order at 2:02 p.m.**

**II. Adoption of Agenda**

Item VI.2. Language Arts and Enlace was added to the agenda at the request of Elaine Ortiz-Kristich. Agenda was approved following this change.

**M/S/P (Apen/Brewster)**

**III. Approval of Minutes – November 23, 2020**

**M/S/P (Ortiz-Kristich/Edwards)**

**IV. Public Comments – None.**

**V. Recognition/Announcements**

- Elaine Ortiz-Kristich expressed appreciation for Penny Garibay for the work she is doing for College Council and for posting the minutes and agendas.
- President Gilkerson announced the Ugly Sweater virtual holiday gathering will take place at 12:00 p.m., December 17, 2020.

**VI. Information/Discussion**

**1. Career & Technical Education Employment Outcomes Survey Presentation**

Dean Dickerson provided a presentation to College Council.

**2. Language Arts and Enlace**

Elaine Ortiz-Kristich shared disappointment that Enlace wasn't included in the planning for the Language Arts building as she felt it was important they were at the table and would like to work with whomever is making the decisions. It was her understanding the process would be transparent.

Bianca Lopez stated she would like to support all areas, but regarding the buildings, it is her understanding that communications were sent to each constituency group. From the perspective of Classified Senate, she feels the process is fair. She wondered whether miscommunication may have occurred and would like some clarity.



Elaine Ortiz-Kristich noted that they had been included in the beginning, but the last meeting they were invited to took place in March 2019.

Randy Pratt stated there were faculty appointed to the committee, and maybe it would be helpful to know more about the process as this was probably in the programming phase that took place in 2019.

President Gilkerson said that she can't speak to what may have happened previously, but they can continue to work collaboratively to include as many individuals as possible. It was her understanding that over a year ago 20 users were pulled together from Language Arts. The building continues to move forward and is in the late stages of schematic design, which includes 20 classrooms, 26 faculty offices, one large lecture hall, one conference room, and a suite for the Dean's office, which includes a copy room. The project was approximately \$26 million, with an additional \$2 million added to accommodate these areas. Unfortunately, due to budget constraints, that is all that was programmed for the building. President Gilkerson has been working with Dean Gutierrez and VP Alexander and have coordinated a meeting for the Language Arts division.

President Gilkerson expressed appreciation to Elaine Ortiz-Kristich for the feedback about participation and communication and noted they will endeavor to be more thoughtful about communications, as well as look at the process for identifying users for committee groups as they move forward.

President Gilkerson provided a reminder that EVC Builds web page includes regular updates on the progress of the various projects.

## **VII. Action**

### **1. Innovation Fund Proposal**

The document was presented for action at the November 23<sup>rd</sup> meeting. Following a discussion regarding the portion of the proposal related to stipends, the Council voted at the November 23<sup>rd</sup> meeting to have the item deferred to December 14<sup>th</sup>.

Given there hasn't yet been resolution about the manner in which compensation would be made, in the interest of moving forward, changes were made related to faculty compensation. The proposal now calls for 20 hours of compensation.

**M/S/P (Dickerson/Apen)**

## **VIII. Reports**

### **1. President's Report**

- College Council Recommendations
  - The President moved forward six recommendations College Council made at the last meeting.
- SLO & SAO Audit Update
  - Conducting Student Learning Outcomes audit and Service Area Outcomes audit. Almost 100% of the disciplines have been completed. This will provide a baseline of where EVC is at and where EVC is going so that support can be provided. There have been great conversations happening at the SLOAC meeting in terms of measuring SLOs

and interconnection to the course and curriculum, as well as bringing the curriculum up to date.

- Emergency Response Team Updates
  - A District-wide Town Hall recently took place. The county is in the purple tier and in addition to the public health orders, there are county health orders, which can be more restrictive. A decision was needed in regards to governing athletics, and after balancing out the various requirements and timing, EVC made the tough decision to opt out for soccer in the spring.
  - New announcements have been sent by Administrative Services, which provide information about PPE type structures; wellness stations, plexiglass, and protective shields.
  - The Emergency Response Teams and subgroups continue to make good progress, including support for the science labs and support for Student Services with their requests to move more online and digital.
- Other Updates
  - Planning for the commencement ceremony in the spring is underway.

**IX. Meeting was adjourned at 3:30 p.m.**



**COLLEGE COUNCIL – MEETING MINUTES**  
**February 8, 2021**

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**Present:** Andrea Alexander, Brad Carothers (on behalf of Lynette Apen), Ebonnie Berry, Vicki Brewster, Maniphone Dickerson, Matias Edwards, Tammeil Gilkerson, An Huynh, David Micetich, Sarai Minjares, Matais Pouncil, Randy Pratt

**Also Present:** Hazel De Ausen, Frank Espinoza, Karen Fray, Penny Garibay (minutes), Jaclyn Johnson, Lorraine Levy, Bianca Lopez, Eric Narveson, Kelly Nguyen-Jardin, Josh Russell, Kathy Tran

**Absent:** Lynette Apen, Garry Johnson, Elaine Ortiz-Kristich, Satwik Modi

**I. Meeting called to order at 2:01 p.m.**

**II. Adoption of Agenda**  
**M/S/P (Edwards/Brewster)**

**III. Approval of Minutes – December 14, 2020**  
**M/S/P (Minjares/Micetich)**

**IV. Public Comments – None.**

**V. Recognition/Announcements**

- Vicki Brewster – February is Black History Month. Umoja/AFFIRM have multiple events planned. An email went out with a flyer detailing the events.
- Randy Pratt- Academic Senate passed a commendation for Nursing for extensive efforts for students and for managing the multiple items needed during this time. It will be an information item at the Board of Trustees' meeting.

**VI. Information/Discussion**

**1. Fall-to-Fall Student Data Presentation – Hazel De Ausen**

The 2020 CCC Enrollment Survey was shared and the data contained in the document was highlighted.

A Fall-to-Fall Enrollment PowerPoint presentation was provided.

**VII. Reports**

**1. Administrative Services Report – VP Alexander**

- A. Budget update  
Mid-Year College Budget Review PowerPoint presentation was provided.
- B. ERT Update  
Emergency Response Team Update PowerPoint presentation was provided.

## 2. Academic Affairs Report – VP Council

- A. AB-705 Validation Report  
A report entitled AB-705 Equitable Placement Validation of Practices Data was shared.
- B. Nursing Department Commendation  
This information was shared by Randy Pratt under Recognition/Announcements.
- C. ACCJC Recent Mid-Term Action  
Word was received the prior week that the mid-term report was accepted and action was taken. The report is posted on the EVC web site.

## 3. President's Report – President Gilkerson

- Institutional Effectiveness Partnership Initiative Partnership Resource Team

The Institutional Effectiveness Partnership Initiative Partnership Resource Team (PRT) will be coming to the college for their first virtual visit February 17. Appreciation was expressed to Academic Senate President, Randy Pratt, Classified Senate President, Bianca Lopez, and Associated Student Government President, Satwik Modi, as well as Vice Presidents Alexander and Pouncil for their efforts in identifying areas of support and planning for the visit. Five core areas were identified: Curriculum and Instruction; Services, Research and Communication; Policies, Procedures and Practices; and Professional Development.

The PRT will be chaired by Dr. Luis Sanchez from Oxnard College. The team also includes: Hannah Lawler, Dean of Institutional Research at Santa Monica College, Darlene Melby, VP of Administrative Services and HR from College of the Siskiyous, Lucia Olson, Adjunct English Instructor from Canada College, Man Phan, Faculty member from Cosumnes River College, Kimberly Starke, Dean of Disabled Students Programs and Services at Santa Rosa Junior College, and Christina Tafoya, Vice President of Academic Services at Imperial Valley College.

During the first visit the team will learn about the college and areas of focus by meeting with groups identified from various areas across the college. Through participation in those meetings, the team will come back for a follow up visit with recommendations. EVC will have the opportunity to put together its own success plan and then be funded through the Chancellor's Office to help drive and deliver EVC's goals and objectives around this work. The team will come back the following academic year to see how EVC is doing.

- Hiring
  - Continuing to move forward with the reorganization for Student Affairs. The last component will be reviewed at the next Board of Trustees' meeting.
  - The hiring committees for VP Student Affairs and Dean of Enrollment Services are near the end of their process.
  - Beginning the hiring process for the six faculty positions.
  - Working with Classified Senate Leadership on a classified professionals prioritization process, which will be brought to College Council soon.
- Institute for Evidence-Based Change Caring Campus Initiative

The President will be partnering with Classified Senate to bring the Caring Campus Initiative to the college. The Institute for Evidence-Based Change (IEBC) will be kicking off the Caring Campus Initiative in March. This is a national program, but has been elevated in the California Community Colleges in the last several years, with support from the State Chancellor's Office. It is an evidence-based coaching model to promote the deep involvement of staff and student success. There will be close to 60 classified professionals involved in this work. Participants will determine how they want to increase student connectedness. Participants will work collectively to come up with an implementation and communication plan, which will kick off in the summer and be fully implemented in the fall. The IEBC will visit again in the fall.

- Innovation Fund

Moving forward with the Innovation Fund proposal that College Council approved. It is hoped a plan of action and applications will go out soon to faculty for participation. Professional development for all faculty who elect to be part of the process will include four foundational courses taught by faculty from the University of Southern California. The courses are: Understanding and Navigating Identity as Faculty; Creating Culturally Responsive and Sustaining Classrooms; Inclusive Pedagogy and Classroom Transformation; and Microaggressions and Stereotype Threat: Navigating Invisible Racism in the Classroom. Faculty will go through these inquiry groups and foundational coursework together over multiple weeks March through April. They will then begin to work in discipline-specific inquiry groups to work on their own departmental plans and to reflect on curriculum and courses.

- Website

Appreciation was expressed for the work Josh Russell and Shashi Naidu are doing to revision and reimagine EVC's front-facing website. They are in the redevelopment process now. Feedback has been received from students, classified professionals, faculty, and administrators who attended discovery sessions to provide ideas to the team at ImageX, the website developers.

**VIII. Meeting was adjourned at 3:24 p.m.**



**COLLEGE COUNCIL – MEETING MINUTES**  
**March 8, 2021**

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**Present:** Andrea Alexander, Lynette Apen, Ebonnie Berry, Vicki Brewster, Maniphone Dickerson, Tammeil Gilkerson, An Huynh, Garry Johnson, David Micetich, Sarai Minjares, Matais Pouncil, Randy Pratt

**Also Present:** Penny Garibay (minutes), Robert Gutierrez, Bianca Lopez, Eric Narveson, Josh Russell, Patricia Tirado

**Absent:** Matias Edwards, Satwik Modi, Elaine Ortiz-Kristich

**I. Meeting called to order at 2:04 p.m.**

**II. Adoption of Agenda – M/S/P (Dickerson/Micetich)**

**III. Approval of Minutes – December 14, 2020  
M/S/P (Pratt/Apen)**

**IV. Public Comments**

Bianca Lopez expressed appreciation for the EVC Town Hall. The information presented was detailed and informative. She appreciated the open space and transparency while items were still in the planning stage.

**V. Recognition/Announcements**

Dean Dickerson announced a free tax service available for students. They just need to make an appointment. Details were included in an email that went out to students, which was also shared with all EVC.

**VI. Information/Discussion**

**1. Academic Senate Recommended Changes to Faculty Prioritization Process – Randy Pratt**

Randy Pratt presented a revised version of the document that outlines the faculty prioritization process. He noted it was the first year EVC implemented a formal process for faculty hires and thanked President Gilkerson for initiating the process. He stated the Faculty Prioritization Committee and related document were put together quickly and Academic Senate was pleased it was implemented, but after completion of the committee work, Academic Senate put together an ad hoc committee to discuss the process and the document provided are their recommendations.

Dean Apen referenced that one of the recommendations in the new document is to increase seat count to include more associate faculty, but she understood the seat count was based on number of divisions, which also includes a certain number of managers. She is concerned about the balance and asked for the Academic Senate to revisit the eight faculty seats, perhaps shifting the seats there versus adding more associate faculty seats.

Dean Dickerson noted that resource allocation is also key to the process, which depends on the Resource Allocation Model, and is the catalyst for everything EVC does. She asked whether the ad hoc committee has looked at that. Randy Pratt responded that it will be tied to that.

VP Alexander noted that it has never been apples-to-apples as it depends on the needs. It's important not to pigeon hole this as things do shift.

Randy Pratt noted there are programs that must have certain ratios to maintain their accreditation, so it doesn't make sense that decisions are made by the prioritization committee related to those faculty as EVC would lose the program without those positions. It should just be considered automatic that it would be filled.

President Gilkerson requested the ad hoc committee use the original document when sharing recommended changes so the proposed changes would be clear. She noted she understands what they are saying about automotive, but there will be years where there may not be new faculty positions and it's an institutional responsibility that the faculty prioritization committee have an opportunity to review. Even if it is to reaffirm to hire the positions, there is input that the college is on the right trajectory. Otherwise, you could have a situation where the committee doesn't meet and it becomes stagnant.

Garry Johnson noted the conversations over money for faculty are not new. Historically the funds go back to the District and they tell the colleges how many positions can be hired. Academic Senate would like to see the ongoing loss stop. President Gilkerson recommended that portion of the conversation be part of program review and part of the Budget Committee, while looking to the resource allocation. It is her understanding the positions stay with the college, but the positions are re-set back to first step.

Bianca Lopez noted that staffing, classified and faculty, should be kept in mind each year as to how that will affect the budget to ensure it is sustainable. She isn't against hiring faculty, but everything has a cause and effect.

President Gilkerson stated there appears to be enough information or comments that Academic Senate may want to hold on the proposed changes based on doing more work.

## **2. Sneak Peek: Exciting Things Coming (Josh Russell)**

Josh Russell provided a presentation of planned marketing endeavors.

The presentation revolved around marketing efforts that will continue and others on the horizon, which will continue to build and strengthen EVC's brand externally. Portions of marketing efforts will focus on engaging with EVC's current potential audiences and students and other efforts will focus on setting EVC apart in terms of innovative approaches and out-of-the-box thinking.

The EVC Impact campaign was originally intended for internal use. It was received well and was expanded to external use.

Imagery will be generated by a local San Jose graphics designer. The imagery will not just be still, but will also be animated. Mock-ups will be reviewed later that week.

Embarking on a new endeavor where four students working with an outside company will be outside influencers. A lot of great feedback was received from the previous campaign. The focus this time will be on EVC students, utilizing all social media platforms in which the student participates.

To address a drop-off between the time when students apply and when they actually enroll, there will be a campaign to reach out to students via text message to provide them with links for next steps. This platform will be leveraged for graduation this year, as well.

Website updates are underway. Participants from all areas of the campus are working with a company called ImageX. A sneak peek of website designs was shown. There won't be a lot of drop-downs. The page will be clean and engaging with a lot of white space. Video will also be incorporated. There will be career academic pathways, which will be concise and easily located to assist students.

## **VII. Reports**

### **1. President's Report – President Gilkerson**

- Town Hall – there was a conversation as to where EVC is headed for the fall. Continuing to plan as best as possible. The plan is to be 65% online in the fall and 35% in-person.
- Humanizing the campus continues around five key areas of focus: curriculum and instruction; services to students; policies, procedures and practices; research and communication; and professional development.
- Working with USC Race and Equity Center. The Faculty Inquiry Groups will include Understanding & Navigating Identity as Faculty; Creating Culturally Responsive and Sustaining Classrooms; Inclusive Pedagogy and Classroom Transformation; and Microaggressions and Stereotype Threat: Navigating Invisible Racism in the Classroom.
- Caring Campus – Will provide an update to you at the next meeting, but they are looking to launch this in April with Sessions taking place in April and May. Brandon Yanari is the Classified Professionals representative for the Senate and will be working with the President and Caring Campus.
- Reporting out – it's important for the College Council and members of college committees to provide feedback to their constituent groups.

## **VIII. Meeting was adjourned at 3:20 p.m.**





**COLLEGE COUNCIL – MEETING MINUTES**  
**March 22, 2021**

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**Present:** Andrea Alexander, Lynette Apen, Ebonnie Berry, Vicki Brewster, Teneka Cornish (on behalf of Sarai Minjares\*), Maniphone Dickerson, Matias Edwards, Tammeil Gilkerson, Al Gonzalez, An Huynh, Garry Johnson, David Micetich, Matais Pouncil

**Also Present:** Hazel De Ausen, Janina Espinoza, Penny Garibay (minutes), Bianca Lopez, Eric Narveson, Josh Russell

**Absent:** Sarai Minjares\*, Satwik Modi, Randy Pratt

**I. Meeting called to order at 2:02 p.m.**

**II. Adoption of Agenda – M/S/P (Brewster/Edwards)**

**III. Approval of March 8, 2021 Minutes – M/S/P (Apen/Brewster)**

**IV. Public Comments – None.**

**V. Recognition/Announcements – None.**

**VI. Reports**

**1. District Council Report**

Dean Dickerson reported out from the February 25th District Council meeting.

- Several Administrative Procedures and Board Policies were approved: BP 5015 & AP 5015 Residence Determination, BP 5050 Student Success and Support Program, AP 3415 Immigration Enforcement Activities, AP 5017 Responding to Inquiries of Immigration Status, Citizenship Status, and National Origin Information, AP 5030 Fees, AP 7211 Faculty Service Areas, Minimum Qualifications & Equivalencies, AP 7337 Fingerprinting, BP 3436 Consensual Relationships. These will be brought to the Board of Trustees for approval.
- Sam Ho will be the EEO representative while the District establishes the permanent process for this committee representation. He will serve as liaison between HR and the Screening Committee and will assist in reiterating the diversity training over a period of one to two meetings for the screening committees.
- AVC Chaidez announced that the Diversity Awards are currently open for nominations, which includes Bridge to Diversity & Equity Award, Community Engagement Award, LGBTQ+ Inclusion Award, Accessibility and Disability Inclusion Award.
- Chancellor Breland noted that IESS Department will be reporting to him and ITSS will be reporting to Vice Chancellor Escobar.
- Chancellor Breland asked that, going forward, each of the constituent groups provide an update regarding anti-racist work being conducted.
- There were no updates provided in regards to the District Budget Committee as an official meeting needs to take place regarding the resource allocation model.

**2. Academic Affairs Report – Vice President Pouncil**

**a) Survey Update**

- Community College Survey of Student Engagement (CCSSE): 7,428 students were surveyed and 814 responded. That is a 10% response rate. The survey is open until April 2<sup>nd</sup>. It was asked that everyone encourage students to respond to the survey.
- Of the 336 faculty surveyed regarding the return to campus, 138 faculty have responded to date. That is a 41% response rate. There is no close date for this survey at this time, but will likely be latter part of April.

**b) Completion of Guided Pathways Scale of Adoption Assessment (SOAA)**

Thanked everyone that helped complete the assessment, and specifically noted Laura Garcia and Janina Espinoza for the work they did to complete the data entry, as well as the key role performed by Sarai Minjares. They will work to make the information assessible on the web page.

**3. Administrative Services Report – Vice President Alexander**

This was a placeholder on the agenda. VP Alexander had no updates as it was her first day back following vacation.

**4. President’s Report – President Gilkerson**

Was very moved by four meetings the prior week with regard to the power of the EVC community.

- Caring Campus Initiative meeting - met with 30+ classified professionals and was moved by the energy, enthusiasm, and can-do attitude.
- Administrative managers meeting – managers have done incredible work; caring, supportive, working to keep students and employees safe, while rallying together to move the campus forward. What was thought to be impossible was made possible.
- PDD – an overwhelming sense of community with 200-plus people in the Zoom meeting; was very heartened by the comments made after the welcoming session.
- Faculty Inquiry Group Kick-Off – met with 40-plus faculty who honored each other, shared personal stories and talked about why they are committed to humanizing curriculum and instruction.

**a) Caring Campus**

- Appreciation was expressed for Classified Senate President Bianca Lopez and Vice President Sarai Minjares for championing and supporting the efforts and for collectively working to bring the Caring Campus Initiative to EVC.
- Brandon Yanari is the Classified Senate lead who will be working directly with the Classified Senate.
- Classified professionals were nominated by both managers and the Classified Senate to participate.
- A separate kick-off meeting took place for the administrative team to provide an understanding of the initiative.
- An overview of the presentation provided at the classified professionals kick-off meeting was shared.
  - Caring Campus Initiative comes out of the Institute for Evidence-Based Change, a national program at multiple colleges across the nation that is impacting connection to guided pathways, the way people think, and the development of behavioral commitments to demonstrate care to students.

- A number of classified professionals at colleges in California have said the work has been impactful not only to them personally, but also institutional change.
- Discussion at the kick-off meeting included how to build on the experience and expertise of the participants to help galvanize and support classified professionals and the college-wide effort to guide students to success.
- There will be four virtual coaching sessions where behavioral commitments will be determined, as well as an implementation plan and communication plan created.
- Lastly, there will be a joint session with administrative leadership where the classified professionals will introduce behavioral commitments and present an action plan to help jointly work together on how to institutionalize the work.

**b) Humanizing Curriculum and Instruction Faculty Inquiry Groups**

- The kick-off meeting took place March 19.
- 48 faculty members elected to participate.
- Each person comes to the work around anti-racism, decolonization, and understanding privilege.
- There will be four sessions guided by two faculty members from USC.

**c) Other Updates**

- Reminder of District Town Hall meeting that will take place Friday.
- Hiring Updates and Student Affairs Reorg:
  - Song-Ho Tran, new Director of Outreach and Recruitment – has hit the ground running with oversight for new areas, including First Stop Center and TRiO programs.
  - Mike Osorio, Student Services & Wellness – Disabilities Support Program, Health & Wellness, Veterans Freedom Center.
    - Will be going back out for Counseling position.
  - Elizabeth Tyrrell, Director of Special Programs – CalWorks, EOPS/CARE, OASSIS, YESS.
  - Raniyah Johnson has taken over CalFresh.
  - Vice President, Student Affairs – finalist chosen and name submitted for approval at the April 13<sup>th</sup> Board of Trustees’ meeting.
  - Division Dean, Enrollment Services – finalist chosen and name submitted for approval at the April 13<sup>th</sup> Board of Trustees’ meeting.
    - Expressed gratitude to Teresa Paiz who had been performing additional duties while the search for a Dean of Enrollment Services was conducted.

**VII. Meeting adjourned at 2:42 p.m.**



**COLLEGE COUNCIL – MEETING MINUTES**  
**April 12, 2021**

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**Present:** Andrea Alexander, Lynette Apen, Ebonnie Berry, Vicki Brewster, Tammeil Gilkerson, Al Gonzalez, An Huynh, Garry Johnson, Sarai Minjares, Matais Pouncil, Randy Pratt

**Also Present:** Melody Barta, Vince Cabada, Grace Estrada, Fahmida Fakhruddin, Victor Garza, Steven Mentor, Eric Narveson, Melissa-Ann Nievera-Lozano, Nasreen Rahim, Josh Russell

**Absent:** Maniphone Dickerson, Matias Edwards, David Micetich, Satwik Modi

**I. Meeting called to order at 2:00 p.m.**

**II. Adoption of Agenda – M/S/P (Apen/Brewster)**

**III. Approval of March 22, 2021 Minutes – M/S/P (Apen/Pratt)**

**IV. Public Comments – None.**

**V. Recognition/Announcements**

President Gilkerson noted that the Nursing/Allied Health faculty were recognized by District 8 Council Member, Sylvia Arenas, for work during COVID-19.

Randy Pratt announced leadership changes with Academic Senate: Garry Johnson, President; Tina Iniguez, Vice President; and Maryam Farshadfar, Treasurer.

**VI. Reports**

**1. Reports were provided by the College Committee Chairs**

- Campus Technology Committee – Steven Mentor
- College Budget Committee – Melody Barta
- College Curriculum Committee – Eric Narveson
- College Safety & Facilities Committee – David Ames/Vince Cabada
- Distance Education Committee – Nasreen Rahim
- Institutional Effectiveness Committee – Fahmida Fakhruddin
- Student Learning Outcomes Assessment Committee – Grace Estrada
- Student Equity Committee – Dean Garza/Melissa-Ann Nievera-Lozano

**2. District Council Report**

Dean Dickerson was unable to attend. A report will be provided at the next meeting.

**3. Administrative Services Report**

Vice President Alexander provided updates on the following

- Resource Allocation Model
- College Budget Allocation
- New Grant Process

#### **4. President's Report**

President Gilkerson provided updates on the following:

- Institutional Effectiveness Partnership Initiative Partner Resource Team will be coming back for a second visit April 14. They will share observations from the first visit and provide recommendations.
- EVC Board Meeting Presentations on 4/13/21 – each campus will be providing a showcase. There will also be a budget presentation, a board ends policies presentation, and a few other presentations.
- Dean of Enrollment and VP of Student Affairs on the 4/13/21 Board agenda. Welcome events will be announced soon.

**VII. Meeting adjourned at 3:30 p.m.**



**COLLEGE COUNCIL – MEETING MINUTES**  
**April 26, 2021**

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**Present:** Andrea Alexander, Ebonnie Berry, Vicki Brewster, Brad Carothers (proxy for Lynette Apen), Maniphone Dickerson, Matias Edwards, Tammeil Gilkerson, An Huynh, Garry Johnson, Sarai Minjares, Matais Pouncil, Randy Pratt, Howard Willis

**Also Present:** Celso Batalha, Frank Espinoza, Janina Espinoza, Grace Estrada, Penny Garibay (minutes), Victor Garza, Robbie Kunkel, Bianca Lopez, Eric Narveson, Kelly Nguyen, Josh Russell, Song-Ho Tran

**Absent:** Lynette Apen (Brad Carothers attended as proxy), Al Gonzalez, David Micetich, Satwik Modi

**I. Meeting called to order at 2:02 p.m.**

**II. Adoption of Agenda – M/S/P (Johnson/Brewster)**

**III. Approval of April 12, 2021 Minutes – M/S/P (Brewster/Berry)**

**IV. Public Comments – None.**

**V. Recognition/Announcements**

President Gilkerson and Josh Russell announced that Evergreen Valley College was named as one of the Best 15 Colleges in Northern California for 2021 by Best Value Schools. EVC ranked 9<sup>th</sup>.

**VI. Information/Discussion**

**1. Institutional Effectiveness Partnership Initiative (IEPI) Partnership Resource Team (PRT) Update**

President Gilkerson provided an update on the process.

- Noted the focus of the work was on anti-racism.
- Created a framework for the College to look at five areas: Curriculum & Programs; Services; Research & Communications; Policies, Procedures & Practices; and Professional Development.
- The Chair for the PRT was Dr. Luis Sanchez from Oxnard College, who was joined by other team members from across the state. They had an initial listening session and then recently came back for their second visit.
- The PRT offers a menu of options that EVC can build into an Innovation and Institutional Effectiveness Plan.
- Excited about the opportunity to receive up to \$200,000 for the next academic year to be spent on areas that will best serve EVC.
- A draft action plan was just developed and it will be shared once finalized.

**2. Guided Pathways Update and Scale of Adoption Assessment (SOAA)**

A presentation was provided by VP Pouncil and Sarai Minjares.

- The Scale of Adoption Assessment was submitted March 15, 2021 and focused on: college-wide considerations; participatory governance; cross stakeholder group; equity considerations; EVC's progress; 4 pillars; student success story.

- The team did a self-assessment to determine goals.
- Focus is on the following areas: career development; researching labor market information; college scheduling; next steps to engage campus community; and maintaining an equity lens as the Guided Pathways work is developed.
- Received mentorship and guidance from Foundation for California Community College Bay Area Regional Coordinator, Katherine Bergman.
- EVC is one of the most advanced colleges in the state for the Guided Pathways Initiative.
- The SOAA notes where EVC is now, what is working well, but also keeps the work on track as to areas that need work.
- The First Stop Center was one of the first projects under Guided Pathways.
- This past year meta majors was added to the online application.
- The presentation also noted:
  - Pillars 1 & 2 – Clarify & Enter Path: First Stop Center, Early Admissions Program, Future Needs, Career and Academic Pathways Progress, Website Updates.
  - Pillar 3 – Stay on the Path: Counseling Project, Special Programs, Degree Audit.
  - Pillar 4 – Ensure Learning.

## **VII. Reports**

### **1. District Council Report**

Dean Dickerson reported on the April 22, 2021 meeting.

- The meeting consisted of an ACCJC presentation provided by Gohar Momjian, Vice President at ACCJC.
- It was announced that Joy Pace is retiring and they will need someone to shepherd the committee work for Administrative Procedures and Board Policies.

### **2. Administrative Services Report**

Vice President Alexander provided updates on the following:

- College Budget and RAM – still working on the resource allocation model policies and procedures. There are two recommendations to be forwarded at the next meeting. It's hoped those move forward as they pertain to how the budget will actually be funded. If those two items go through, that will formulate the college budget allocation.
- College Debt Waiver – there is a large number of students that have amounts owed. The plan is to use some of the CARES funds to forgive the debt, which will impact 720 students. That would eliminate approximately 69% of the current debt. The students will need to apply for the waiver.

### **3. Academic Affairs Report**

- AB705 Taskforce Convening – the agenda was shared from the last taskforce meeting.
  - Grounded in Research – Community College Research Center; Public Policy Institute of California; Campaign for College Opportunity; SJECCD AB-705 Dashboard; AB-705 Validation Report; CCCO Student Success Metrics Dashboard.
  - ESL Self-Guided Placement Tool
  - Professional Development – USC Race & Equity Center E-Convening
  - Taskforce Charge
  - Will convene one more time before end of semester.

### **4. President's Report**

President Gilkerson provided updates on the following:

- The majority of courses will be online; about 35% will be in-person. Will be following the guidelines provided by the State and County.
- A recent announcement from the University of California and California State University system states they will require vaccinations for all students and staff. This would be after the vaccination gets through the emergency approvals.
- Eloy Oakley, Chancellor for California Community Colleges, sent a message that highly encourages everyone to get vaccinated, but right now the Board of Governors does not have the ability to mandate for the CCC system that everyone be vaccinated.
- Working with the most impacted zip codes in the area to get the word out about access to vaccination appointments.
- Will continue to hold the College Council meetings virtually in the fall.
- Employee Recognition Event is planned for May 12 at 3:00 p.m. Will be recognizing years of service, retirees, newly tenured faculty, and employees of the year as noted by each of the Senates. The districtwide celebration for retirees and newly tenured faculty will be May 13.
- There are nearly 1,600 graduates this year. There will be a drive-through graduation car parade to celebrate students May 20<sup>th</sup>. It's hoped people will come out in support of the graduates. The commencement ceremony will be accessible online at 5:00 p.m.
- The commencement speaker will be Chike Nwoffiah, Executive Director and Founder of the Silicon Valley African Film Festival. He was also an adjunct professor at Menlo College.
- Enrollment is down 25% (headcount). Efforts made in changing the way onboarding of students is done, getting messages out, and the debt fee waiver program are important to support the students. Sometimes is the one-to-one contact in classes to encourage the students to the next sequence class.
- Black Student Success week is this week, highlighting how to better support Black and African American students at the colleges and across the state.
- Shared a post of Roshuna Creswell, a Homeless Prevention Manager and Class of 2013. A different student/alum will be highlighted each week via posts across EVC's social media platforms.
- A number of the art students submitted designs for the Commencement Ceremony program. The final design was chosen by the graduation committee and a scholarship provided to the student whose design was chosen, as well as to the students whose designs came in second and third.

**VIII. Meeting adjourned at 3:15 p.m.**





**COLLEGE COUNCIL – DRAFT MEETING MINUTES**  
**May 10, 2021**

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**Present:** Andrea Alexander, Lynette Apen, Ebonnie Berry, Vicki Brewster, Maniphone Dickerson, Matias Edwards, Tammeil Gilkerson, An Huynh, Garry Johnson, David Micetich, Sarai Minjares, Matais Pouncil, Randy Pratt, Howard Willis

**Absent:** Al Gonzalez

**I. Meeting called to order at 2:03 p.m.**

**II. Adoption of Agenda – M/S/P (Apen/Dickerson)**

**III. Approval of April 26, 2021 Minutes – M/S/P (Dickerson/Pratt)**

**IV. Public Comments**

Sean Dickerson and Maya Gonzalez provided a brief update about the Diversity Action Council.

**V. Recognition/Announcements**

President Gilkerson announced that EVC received four awards at the 2021 Community College Public Relations Organization's Best of the Best "Pro" Awards:

SILVER: Media Success Story for high school social influencer campaign

SILVER: Print Advertising for #evcimpact series

GOLD: Digital Advertising for #evcimpact video series

GOLD: Novelty Advertising for *Picture Your Selfie* Here carvertise campaign

Dean Dickerson recognized the AAPI employee organization for coordinating the great events for Asian Pacific Islander Heritage Month.

Randy Pratt announced that four faculty were recognized for their service during FY2020/2021. Distinguished Faculty of the Year: Laura Garcia (FT) and Grace Estrada (PT); District Diversity Awards: Celso Bathala and Garry Johnson.

**VI. Reports**

**1. Administrative Services Report**

- Ram Update
  - There are currently two recommendations at the RAM committee being considered (a presentation was provided as an overview of the recommendations). There are a few on the committee that want an overhaul of the current RAM framework and that is under discussion.
- Back to Campus Update
  - The ERT sub-committees will be lead by the area VPs. The VPs will bring requests and updates to the Executive Team for discussion and decision-making. More information will be available at the ERT meeting on 5/12/21; a presentation was provided at the last ERT meeting detailing this change in reporting structure.

- Bond Updates
  - Bond updates were provided and projects currently happening on campus and over the summer were highlighted.
  - Administrative Services newsletters were presented to show bond updates and the bond website was noted to refer to for further details.

## 2. Academic Affairs Report

- No report.

## 3. President's Report

- Reminder of the Graduation Parade
- Overview of the IEPI I&E Plan:

### **Curriculum & Instruction**

1. Support faculty-focused humanizing & anti-racist education projects identified through faculty inquiry groups.
2. Research and discuss modifications to curriculum approval process to include explicit responses on course/program development to meet the specific needs of racially minoritized students and equitable outcomes.
3. Investigate adopting an anti-racism/equity Institutional Learning Outcome and syllabi statement.

### **Student Services**

1. Implement Caring Campus behavioral commitments campus-wide.
2. Develop and implement campus Student Success Teams to align with Career & Academic Pathways.

### **Research & Communication**

1. Develop and implement Semester Snapshots by course and discipline on student demographics and success.
2. Develop and implement student focus groups on campus climate and understanding racially minoritized students' experience.
3. Use quantitative and qualitative data on campus climate, including student feedback, to inform revision of College's Educational Masterplan, Strategic Plan and Student Equity Plan.

### **Policies Procedures & Practices**

1. Develop framework for evaluating equity impact of college procedures & practices, integrating RP Group's Six Factors of Student Success.
2. Design and Implement systematic cataloging and review of college procedures & practices based on framework.
3. Create and implement process and timeline for regular review and improvement of college procedures & practices.
4. Explore adopting college standard operating procedure to ensure inclusivity in design and access to facilities (all-inclusive restrooms, etc.).
5. Explore adopting a formal land acknowledgement statement that recognizes and respects Indigenous Peoples as traditional stewards of EVC land.

### **Professional Development**

1. Develop and implement new employee orientation focused on Equity, Inclusion & Social Justice.
2. Convene new faculty inquiry group cohort for Humanizing Curriculum & Instruction.

**VII. Meeting adjourned at 3:15 p.m.**