

2010-2011 Academic Senate Minutes

September 7, 2010

September 21, 2010

October 19, 2010

November 2, 2010

December 7, 2010

January 3, 2011

February 15, 2011

March 15, 2011

April 5, 2011

May 3, 2011

EVERGREEN VALLEY COLLEGE
A C A D E M I C S E N A T E
DRAFT NOTES
September 7, 2010

President	Henry Gee	Present
Past President	Harry Lichtbach	Absent
Social Science, Humanities, Arts, & PE	Eric Narveson	Present
Social Science, Humanities, Arts, & PE	Kelley Wells	Present
Business & Applied Technology	Soledad Santos	Present
Counseling Services	Elaine Ortiz-Kristich	Absent
Counseling Services	Martha Hardin	Absent
Library and Learning Resources	Shelley Blackman	Absent
Language Arts	Steve Blades	Absent
Language Arts	Sravani Banerjee	Present
Math, Science, and Engineering	Henry Estrada	Absent
Math, Science, and Engineering	Bonnie Brown	Present
Nursing & Allied Health	Peggy Gorbach	Absent
At Large	Charlie Kahn-Lomax	Absent
At Large	Marjorie Clark	Absent
Adjunct	Blanca Ezquerro	Absent
Adjunct	Virginia Reed	Absent

Guests: Debbie De La Rosa, Kuni Hay, Rob Knight, R.J. Ruppenthal

I. CALL TO ORDER – No quorum

II. ADOPTION OF AGENDA (5 min.)

Additions/Deletions/Corrections

Items to be Deferred

Adoption of Agenda (Including consent items marked #)

III. APPROVAL OF MINUTES – May 18, 2010 - deferred

IV. RECOGNITION AND ANNOUNCEMENTS

V. PUBLIC COMMENTS (limited to only three minutes)

This portion of the meeting is reserved for any item not on the agenda. The law does not permit action or extended discussion of any item not on the agenda except under special circumstances. If Senate action is required, it can be placed on the agenda for the next meeting.

VI. COMMITTEE APPOINTMENTS

Applications are available at the senate meeting but may be previewed in the Academic Senate office.

A. #Non-Screening Committees (2009-2010)

1. **College Technology:** David Eisenberg (Business and Workforce Development)
2. **Budget:** Melody Barta (Business and Workforce Development)
3. **College Safety/Facilities:**
David Ames and Brad Bergholdt (Business and Workforce Development)
4. Retention Matriculation
5. **Staff Development:** Tina Shaner (Business and Workforce Development)
6. **Institutional Effectiveness:** R.J. Ruppenthal (Business and Workforce Development)
7. **College Curriculum:** Brad Bergholdt (Business and Workforce Development)
8. Archives
9. Graduation
10. **Marketing:** David Eisenberg (Business and Workforce Development)
12. Scholarship
13. Student Services

14. Resource Development
15. District Council
16. Committee for Modernization Project for Cedro and PE Buildings
17. Professional Improvement Committee (PIC)
18. PRC
19. **Acacia Modernization:** Henry Gee (Business and Workforce Development)

- B. **#Tenure Review Committees**
- C. **#Screening Committees**
- D. **#Peer Review Committees**

VII. ACTION/DISCUSSION ITEMS (Items with * have related documents posted in Outlook Public: “EVC Academic Senate”: “Documents for Meetings”)

VIII. DISCUSSION ITEMS

IX. INFORMATION ITEMS

A. Accreditation

Vice President Kuni Hay and Professor R.J. Ruppenthal updated the Senate about accreditation and announced future events. Professor Ruppenthal explained that the steering committee has not yet met this semester and that the accreditation report, which was a team effort, has been submitted. The site visit will be occurring soon, which includes an initial logistical/preparation meeting leading to interviews. The information can be found on the college website. Members of the steering committee will visit with the Senate soon.

B. Budget/Sections

President Gee distributed information about the budget, which included breakdowns of course sections and categories. Different scenarios were discussed for cuts and for maintaining academic integrity for the college. Also discussed were salary cuts, cutbacks and reorganizations of various areas. A list of updated degrees and certificates was also given to the senators for information necessary to make section reductions, if necessary, and meet the college mission.

C. Summer Load

The discussion was continued from last spring. It was deferred pending review by the Faculty Association. The issue of summer load will be discussed at their fall retreat. Summer load, as well as intersession, is not currently considered part of the academic year and is not addressed within the contract at this time. The ACCC is considering the addition of a “not to be taught in summer” statement depending on course rigor or content. Further, the State may notice an excessive number of units for a course and take some type of action.

D. Senate Meeting Dates - distributed

X. REPORTS (10 min):

Informational/Questions for clarity only, if discussion or action is planned, it will be discussed/acted upon later on the Agenda.

- A. **College Council**-Henry Gee/Elaine Ortiz-Kristich
- B. **Board of Trustees**-Henry Gee
- C. **District Council**-Henry Gee
- D. **Treasurer’s Report**
- E. **College Committees (1 minute @)**
 1. All College Curriculum: Eric Narveson, Chair
 2. Campus Technology: Steve Mentor, Chair
 3. Budget Committee: Sally Chumbley, Chair

4. Safety/Facilities: David Ames, Chair
5. Staff Development: Nasreen Rahim, Chair
6. Retention/Matriculation: Emily Banh, Chair
7. Institutional Effectiveness: RJ Ruppenthal

F. Senate Committees

G. Accreditation

H. Faculty Association

XI. ADJOURNMENT - The meeting was adjourned at 4:40 p.m.

EVERGREEN VALLEY COLLEGE
A C A D E M I C S E N A T E
DRAFT MINUTES
September 21, 2010

President	Henry Gee	Present
Past President	Harry Lichtbach	Absent
Social Science, Humanities, Arts, & PE	Eric Narveson	Present
Social Science, Humanities, Arts, & PE	Kelley Wells	Present
Business & Applied Technology	Soledad Santos	Present
Counseling Services	Elaine Ortiz-Kristich	Present
Counseling Services	Martha Hardin	Present
Library and Learning Resources	Shelley Blackman	Present
Language Arts	Steve Blades	Present
Language Arts	Sravani Banerjee	Present
Math, Science, and Engineering	Henry Estrada	Present
Math, Science, and Engineering	Bonnie Brown	Present
Nursing & Allied Health	Peggy Gorbach	Present
At Large	Charlie Kahn-Lomax	Present
At Large	Marjorie Clark	Present
Adjunct		
Adjunct		

Guests: Debbie De La Rosa, Octavio Cruz, Tiffani Lam

I. CALL TO ORDER

II. ADOPTION OF AGENDA (5 min.)

Additions/Deletions/Corrections

Items to be Deferred

Adoption of Agenda (Including consent items marked #)

III. APPROVAL OF MINUTES – May 18, 2010 and acceptance of notes of September 7, 2010 – approved

IV. RECOGNITION AND ANNOUNCEMENTS

Chancellor's Forum, September 22, at 3:00 in Montgomery Hall

Latino Heritage Month and Luis Valdez

Author's Series last week

Women's Soccer today at 4:00

V. PUBLIC COMMENTS (limited to only three minutes)

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Ratification vote for the Faculty Association in mailboxes

VI. COMMITTEE APPOINTMENTS

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A. #Non-Screening Committees (2009-2010)

1. College Technology: David Eisenberg (Business and Workforce Development)

2. Budget: Melody Barta (Business and Workforce Development)

3. College Safety/Facilities:

David Ames and Brad Bergholdt (Business and Workforce Development)

4. Retention Matriculation

5. Staff Development: Tina Shaner (Business and Workforce Development)

6. Institutional Effectiveness: R.J. Ruppenthal (Business and Workforce Development)

7. College Curriculum: Brad Bergholdt (Business and Workforce Development)

8. Archives
9. Graduation
10. **Marketing:** David Eisenberg (Business and Workforce Development)
12. Scholarship
13. Student Services
14. Resource Development
15. District Council
16. Committee for Modernization Project for Cedro and PE Buildings
17. Professional Improvement Committee (PIC)
18. PRC
19. **Acacia Modernization:** Henry Gee (Business and Workforce Development)

B. #Tenure Review Committees

1. **Elaine Kafle** - Linda Hoogendijk: Elaine's choice; Barbara Tisdale: Dean's choice

C. #Screening Committees

D. #Peer Review Committees

VII. ACTION/DISCUSSION ITEMS (Items with * have related documents posted in Outlook Public: "EVC Academic Senate": "Documents for Meetings")

VIII. DISCUSSION ITEMS

IX. INFORMATION ITEMS

A. Fall Term 2010 Grade Submission Date

1. **FW Grade** – not addressed at this time
2. **Fall Grade Submission Date**

Octavio Cruz, Dean of Enrollment services, discussed the submission dates for grades, either by being entered online or being dropped off at Admissions and Records. Dean Cruz would like the support of the Academic Senate for the submission date, for fall semester, of December 21 at 1:00 p.m. so they can get the grades in early. This would be helpful to the students because they would get their transcripts sooner thus facilitating their transfers as well as prerequisite requirements. Tiffani Lam stated that about 60% of faculty submit their grades online, the remaining 40% must be entered manually by Admissions and Records staff. Currently, the majority of faculty submit their grades after the first of the new year. This issue is mainly focused on the fall semester period. A&R is still determining what the appropriate timeframe is in which to gather grades. EVC has allowed up to seven business days after the term ends in the past and they are trying to shrink that timeframe down to five days. Some senators expressed their dismay at the lack of computer support during winter break. Moreover, some Senators explained that they needed more time due to the grading of many papers. Mr. Cruz stated that EVC has 100% rate of instructors turning in and posting grades and other colleges do not have as high a success rate.

B. Budget/Sections Update

President Gee continued the discussion from the last meeting regarding the structural deficit in the district's budget. Different scenarios were discussed for cuts and for maintaining academic integrity for the college. Also discussed were salary cuts, cutbacks and reorganizations of various areas. Different course areas were also discussed: basic skills, GE and CET. So far, intersession will be offered, but it may be modified.

C. Summer Load

There is no discussion on this at the time. It was suggested that the Senate respond to the instructor who originated the concern.

D. Dues and Scholarship Request

Professor Bonnie Brown encouraged the senators to go back to their divisions with the dues and scholarship requests and ask for their participation. She suggested that they take a paper copy of the dues

form, make copies and distribute them at division meetings. It was also suggested that the division be emailed prior to the meetings so their constituents are prepared to make contributions.

E. Adjunct and At Large Election Results

Charlie Kahn-Lomax was reelected for the at-large Senate seat. The Adjunct ballots still have not been counted at the time of this meeting.

F. Standing Equivalency Committee

President Gee would like to have the Senate consider a standing committee whereby a group of persons who are well-versed in the equivalency process and evaluation be able to sit on all equivalencies for the college. One of the goals would be to have more a more consistent and thorough process, as well as a well-trained and experienced committee to achieve that goal.

G. Accreditation

The accreditation process is on its way and there will be a visit will be during the week October 18th through the 22nd. They may attend the Academic Senate meeting that week, on the 19th.

H. Facilities Master Plan Update

The College Council discussed the Facilities Master Plan and the Acacia remodel has been taken off the agenda. President Gee would like the senators to think about facilities in terms of the academic programs and share their thoughts with the Senate.

I. PRC

There is an opening for one faculty member from EVC on the PRC, due to a resignation. President Gee reminded the Senate that the committee members consider the commitment for six years or more. Moreover, it is optimum to have the faculty stagger their membership in order to have the more experienced members share their expertise with newer members, which is vital to the committee's effectiveness. There have also been some concerns raised about the composition of the committee. President Gee would like to see both instructional and counseling faculty on the committee to have a better balance of knowledge. He also explained that the PRC is and should be a faculty-driven committee. The committee presently meets on the 2nd and 4th Tuesdays of each month) at EVC from 3:15pm – 5:00pm and at SJCC from 2:45pm – 4:45pm.

X. REPORTS (10 min):

Informational/Questions for clarity only, if discussion or action is planned, it will be discussed/acted upon later on the Agenda.

A. College Council-Henry Gee/Elaine Ortiz-Kristich

B. Board of Trustees-Henry Gee

C. District Council-Henry Gee

D. Treasurer's Report

E. College Committees (1 minute @)

1. All College Curriculum: Eric Narveson, Chair
2. Campus Technology: Steve Mentor, Chair
3. Budget Committee: Sally Chumbley, Chair
4. Safety/Facilities: David Ames, Chair
5. Staff Development: Nasreen Rahim, Chair
6. Retention/Matriculation: Emily Banh, Chair
7. Institutional Effectiveness: RJ Ruppenthal

F. Senate Committees

G. Accreditation

H. Faculty Association

XI. ADJOURNMENT 5:05

EVERGREEN VALLEY COLLEGE
ACADEMIC SENATE

MINUTES

October 19, 2010

3:00 p.m. – 5:00 p.m.

P104B

President	Henry Gee	Present
Past President	Harry Lichtbach	Absent
Social Science, Humanities, Arts, & PE	Eric Narveson	Present
Social Science, Humanities, Arts, & PE	Kelley Wells	Present
Business & Applied Technology	Soledad Santos	Present
Counseling Services	Elaine Ortiz-Kristich	Absent
Counseling Services	Martha Hardin	Present
Library and Learning Resources	Shelley Blackman	Present
Language Arts	Steve Blades	Present
Language Arts	Sravani Banerjee	Present
Math, Science, and Engineering	Henry Estrada	Present
Math, Science, and Engineering	Bonnie Brown	Present
Nursing & Allied Health	Peggy Gorbach	Present
At Large	Charlie Kahn-Lomax	Present
At Large	Marjorie Clark	Present
Adjunct	Blanca Ezquerro	Present
Adjunct	Linh Nguyen	Absent

Guests: Debbie De La Rosa and the accreditation team visitors: Kathleen Rose, Glen Yoshida, Steven Payne

I. CALL TO ORDER

The meeting was called to order at 5:05 in P104B by President Henry Gee. Introductions were made to and by the accreditation team.

II. ADOPTION OF AGENDA (5 min.)

Additions/Deletions/Corrections

Items to be Deferred

Adoption of Agenda (Including consent items marked #)

III. APPROVAL OF MINUTES – October 5, 2010 – approved as submitted

IV. RECOGNITION AND ANNOUNCEMENTS

Gemma Whelan's visit presented by the Author's Series

There is still a need for gently used clothing for the Pakistan flood relief

The career fest was a success with 300 students in attendance

The AFFIRM mentor group met with students and faculty

V. PUBLIC COMMENTS (limited to only three minutes)

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VI. COMMITTEE APPOINTMENTS

Applications are available at the senate meeting but may be previewed in the Academic Senate office.

A. #Non-Screening Committees (2010-2011)

1. College Technology

2. Budget

3. College Safety/Facilities
4. Retention Matriculation
5. Staff Development
6. Institutional Effectiveness:
7. College Curriculum
8. Archives
9. Graduation
10. Marketing
12. Scholarship
13. Student Services
14. Resource Development
15. District Council
16. Professional Improvement Committee (PIC)
17. PRC

- B. #Tenure Review Committees**
- C. #Screening Committees**
- D. #Peer Review Committees**

VII. ACTION/DISCUSSION ITEMS (Items with * have related documents posted in Outlook Public: “EVC Academic Senate”: “Documents for Meetings”)

A. Board Policies

The policies listed below were discussed and approval has been deferred until they have been shared with the divisions.

1. Policy 6304 – Travel

Concern was expressed about the travel approval for students and staff who travel for various projects, such as service learning. It was feared that planning a trip and having to wait for approval might result in higher airfares. A board member suggested a change at the second reading and it needs to go through the shared governance process once again.

2. Policy 6305 – Procurement Cards

These were formerly known as “credit cards” and the policy mainly centered on exclusions. Some senators felt this was an overreaction and hastily written.

VIII. DISCUSSION ITEMS

A. Faculty Hiring

President Gee would like to have the senators bring the topic back to their divisions and see what they feel their needs are. He also would like to see this as an on-going process.

IX. INFORMATION ITEMS

A. Six Points Budget Update

President Gee distribute a six-point budget document and reviewed it with the Senate. Items of concern were, the structural deficit, fund reserves, under-budgeted academic salaries, debt service, over-cap FTES and student enrollment. The Senate discussed all of the points.

B. Summer Load Update – *nothing to report at the meeting*

C. Accreditation Team Visit

The accreditation team was present for most of the Senate meeting; they included both administration and faculty members from other colleges. Questions about program review status and evaluation were asked

by the team. All senators answered, individually, about their programs. It was revealed that faculty often perceived the process a way to “grade” them. Most senators felt the experience went smoothly and enhanced their knowledge about their department. Negative responses were lack of continuity in that the current program review does not address or reflect on the previous reviews. Cost and lack of resources was cited as a reason that some program review ideas were not carried out. The team also asked about technology and the responses were mixed about computers and Moodle. There was agreement about a lack of training for the software program. President Gee thanked the accreditation team for attending the Senate meeting.

- D. Exemplary Program Award - <http://asccc.org/awards/exemplary> - *announced***
- E. Hayward Award - <http://www.asccc.org/events/2010/11/hayward-award> - *announced***
- F. Board of Governor Nominees- *announced***
- G. FW Grade**

President Gee and others have expressed confusion and dismay over the contradictory language and instructions in the latest roster. The wording indicated that instructors were able to drop students; however, during the last visit to the Senate, Dean of Enrollment, Octavio Cruz, reported that they could not drop after census. Further, it was revealed that students who have holds on their records cannot do anything online, including drop themselves. It is unclear who can drop student at this point.

X. REPORTS (10 min):

Informational/Questions for clarity only, if discussion or action is planned, it will be discussed/acted upon later on the Agenda.

- A. College Council-Henry Gee/Sravani Banerjee**
- B. Board of Trustees-Henry Gee**
- C. District Council-Henry Gee/Eric Narveson**
- D. Treasurer’s Report**
- E. College Committees (1 minute @)**
 - 1. All College Curriculum: Eric Narveson, Chair
 - 2. Campus Technology: Steve Mentor, Chair
 - 3. Budget Committee: Wei Zhou, Chair
 - 4. Safety/Facilities: David Ames, Chair
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 - 6. Retention/Matriculation: Emily Banh, Chair
 - 7. Institutional Effectiveness: RJ Ruppenthal
- F. Senate Committees**
- G. Accreditation**
- H. Faculty Association**

XI. ADJOURNMENT

EVERGREEN VALLEY COLLEGE
A C A D E M I C S E N A T E

MINUTES
November 2, 2010

President	Henry Gee	Present
Past President	Harry Lichtbach	Absent
Social Science, Humanities, Arts, & PE	Eric Narveson	Present
Social Science, Humanities, Arts, & PE	Kelley Wells	Absent
Business & Applied Technology	Soledad Santos	Present
Counseling Services	Elaine Ortiz-Kristich	Present
Counseling Services	Martha Hardin	Absent
Library and Learning Resources	Shelley Blackman	Present
Language Arts	Steve Blades	Present
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Nursing & Allied Health	Peggy Gorbach	Absent
At Large	Charlie Kahn-Lomax	Absent
At Large	Marjorie Clark	Present
Adjunct	Blanca Ezquerro	Present
Adjunct	Linh Nguyen	Present

Guests: Jack Da Silva, Debbie De La Rosa, Kuni Hay, Rachel Lazo, Betty Ann Owren, Virginia Reed

I. CALL TO ORDER

II. ADOPTION OF AGENDA (5 min.)

Additions/Deletions/Corrections

Items to be Deferred

Adoption of Agenda (Including consent items marked #)

III. APPROVAL OF MINUTES – October 19, 2010

IV. RECOGNITION AND ANNOUNCEMENTS

The Library for their displays

Saint Andrew's Day November 16th

V. PUBLIC COMMENTS (limited to only three minutes)

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VI. COMMITTEE APPOINTMENTS

Applications are available at the senate meeting but may be previewed in the Academic Senate office.

A. #Non-Screening Committees (2010-2011)

1. College Technology
2. Budget
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8. Archives
9. Graduation
10. Marketing

12. Scholarship
13. Student Services
14. Resource Development
15. District Council
16. Professional Improvement Committee (PIC)
17. PRC

- B. #Tenure Review Committees**
- C. #Screening Committees**
- D. #Peer Review Committees**

VII. ACTION/DISCUSSION ITEMS (Items with * have related documents posted in Outlook Public: “EVC Academic Senate”: “Documents for Meetings”)

VIII. DISCUSSION ITEMS

A. Board Policies

1. Travel

President Gee distributed the new, amended, policy and will share with the board policy group, which meets tomorrow.

2. Procurement Card

IX. INFORMATION ITEMS

A. Class Cancellation Update

Acting President, Kuni Hay, went over the budget and discussed classes that may be in jeopardy of being cancelled and is working on establishing possible parameters to be in alignment with the California Colleges mission. There was also a letter from Chancellor Jack Scott of the State Chancellor’s Office pertaining to the priorities in class scheduling. President Gee would like the senators to share the information with their constituents. It was agreed that it would be better to disseminate the information to the faculty at large.

B. FW Grade – *deferred*

C. Issues with the Visual and Performing Arts Buildings

Instructors from the arts area including jewelry, theater, art and music were in attendance to discuss serious problems that are plaguing the new VPA Buildings with the worst being unhealthy and unsafe conditions. The unhealthy environment has resulted in class cancellations since the various areas where students and staff are present have caused health problems with students and staff. The issues are mainly non-working equipment, equipment that is too complicated to be used by students, and inadequate ventilation and dust collection systems. Other areas of concern were oversight, coordination and inspections of the facility. This will be discussed further in the next Senate meeting.

D. Summer Load Update – *deferred*

E. Standing Equivalency Committee – *deferred*

F. Faculty Hiring

A list of previous hiring recommendations from the Senate was distributed. President Gee would like the senators to share and discuss it with their divisions and bring a list to the Senate, where it will be discussed. It was requested that the process that was used in the past be reviewed by the

Senate. There was concern about one-faculty departments and impending retirements that would virtually leave departments without faculty.

G. Accreditation Update

Chancellor Cepeda sent out, via email, an accreditation update. The update included commendations as well as recommendations. President Gee reviewed the lists.

H. State Senate Resolution on Art History

The State Senate is considering a resolution to have Art History as a separate discipline. The resolution was distributed to the Senate and the Art faculty. They gave additional input to explain to the senators on the differences between art and art history in educational as well as instructional aspects. The consensus among them was that art faculty members usually only have rudimentary training in art history as opposed to dedicated art historians.

I. Facilities Master Plan

There were be meeting in Gullo II to present various options to the Facilities Master Plan and the footprint of the campus this Friday.

J. Budget Committee Update

President Gee distributed some graphs and other data from the District Budget Committee, and went over the information with the Senate. Comparisons of sections offered, enrollment, spending and financial situations were made with SJCC.

X. REPORTS (10 min):

Informational/Questions for clarity only, if discussion or action is planned, it will be discussed/acted upon later on the Agenda.

A. College Council-Henry Gee/Sravani Banerjee

B. Board of Trustees-Henry Gee

C. District Council-Henry Gee/Eric Narveson

D. Treasurer's Report

E. College Committees (1 minute @)

1. All College Curriculum: Eric Narveson, Chair

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F. Senate Committees

G. Accreditation

H. Faculty Association

XI. ADJOURNMENT

EVERGREEN VALLEY COLLEGE
A C A D E M I C S E N A T E
MINUTES
December 7, 2010

President	Henry Gee	Present
Past President	Harry Lichtbach	Absent
Social Science, Humanities, Arts, & PE	Eric Narveson	Present
Social Science, Humanities, Arts, & PE	Kelley Wells	Present
Business & Workforce Development	Soledad Santos	Present
Counseling Services	Elaine Ortiz-Kristich	Present
Counseling Services	Martha Hardin	Present
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Nursing & Allied Health	Peggy Gorbach	Absent
At Large	Charlie Kahn-Lomax	Present
At Large	Marjorie Clark	Present
Adjunct	Blanca Ezquerro	Present
Adjunct	Lynh Nguyen	Present

Guests: Jack Da Silva, Debbie De La Rosa, Kuni Hay, Rachel Lazo, Virginia Reed

I. CALL TO ORDER

II. ADOPTION OF AGENDA (5 min.)

- Additions/Deletions/Corrections
- Items to be Deferred
- Adoption of Agenda (Including consent items marked #)

III. APPROVAL OF MINUTES – November 16, 2010 approved as submitted

Human Rights in Vietnam meeting in Gullo, Saturday, December 11th, from 1 to 4 pm

IV. RECOGNITION AND ANNOUNCEMENTS

V. PUBLIC COMMENTS (limited to only three minutes)

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Several arts students expressed their concerns about the cutting back of the art classes as well as the cutting of the hours, and how their degrees and transfers would be adversely affected. Arts faculty members were on hand to echo the students' concerns and questioned the authority to make such cutbacks. Concern was also expressed that there were loading issues, manipulation of seat counts and the virtual disappearance of the arts at EVC.

VI. COMMITTEE APPOINTMENTS

Applications are available at the senate meeting but may be previewed in the Academic Senate office.

A. #Non-Screening Committees (2010-2011)

1. College Technology
2. Budget
3. College Safety/Facilities
4. Retention Matriculation

5. Staff Development
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15. District Council
16. Professional Improvement Committee (PIC)
17. PRC

B. #Tenure Review Committees

C. Screening Committees

The senators read the applications and a vote was taken by ballot.

1. **EVC President (2):** Charlie Kahn-Lomax and Richard Regua,
2. **Health Service Assistant:** Sandra Yee

D. #Peer Review Committees

VII. ACTION/DISCUSSION ITEMS (Items with * have related documents posted in Outlook Public: "EVC Academic Senate": "Documents for Meetings")

A. Faculty Hiring Priorities

The Senate presented the priorities before and during the Senate meeting. A ballot was given with the names and was voted on. The results will be available soon.

B. Senate Scholarship (5 minutes)

1. **Criteria:** An addition was made to include EVC administrators as reference letter sources.
2. **Readers:** Sravani Banerjee, Charlie Kahn-Lomax, Elaine Ortiz-Kristich

VIII. DISCUSSION ITEMS

A. Board Policies *deferred*

1. **Travel**
2. **Procurement Card**

B. Standing Equivalency Committee: Establish and Staff Committee (10 minutes)

C. Evaluation of Foreign Transcripts (5 minutes) *deferred*

D. Graduation Appeals Committee

President Gee explained that it was vital that this committee be established and staffed so that students would have their cases heard. It was suggested that ASB be included as well as counselors, an articulation officer and faculty. This committee needs to be established before May. He asked the Senate to bring the idea back to their divisions for comments.

E. VPA Building Resolution

A motion was made, seconded and passed to move this item up to accommodate the students present who needed to return to their classes. It was agreed that faculty needs to see the resolution. Another motion was made to move this item to action and to suspend the rules in order to do so. Both motions were seconded and passed. A motion was made to vote in favor of the motion. The motion was seconded and passed.

IX. INFORMATION ITEMS

- A. FW Grade** (10 minutes) *deferred*
- B. Summer Load Update** (5 minutes) *deferred*
- C. Facilities Master Plan** (5 minutes) *deferred*
- D. Spring/Intersession Semester Sections Reduction** (10 minutes)

X. REPORTS (10 min):

Informational/Questions for clarity only, if discussion or action is planned, it will be discussed/acted upon later on the Agenda.

- A. College Council**-Henry Gee/Sravani Banerjee
- B. Board of Trustees** (*moved up to be heard before VIII D. 1. by a motion from the Senate.*)
President Gee reported that the VPA Building was discussed and students were present to share their experiences. The Board expressed dismay at the present state of the building and the apparent discrepancies between faculty and administration; the Board wants accountability built into any process or procedure. The cutbacks in the arts areas were also discussed.
- C. District Council**-Henry Gee/Eric Narveson
- D. Treasurer's Report**
- E. College Committees** (1 minute @)
 - 1. All College Curriculum: Eric Narveson, Chair
 - 2. Campus Technology: Steve Mentor, Chair
 - 3. Budget Committee: Wei Zhou, Chair
 - 4. Safety/Facilities: David Ames, Chair
 - 5. Staff Development: Nasreen Rahim, Chair
 - 6. Retention/Matriculation: Emily Banh, Chair
 - 7. Institutional Effectiveness: RJ Ruppenthal
- F. Senate Committees**
 - 1. Distinguished Faculty of the Year:**
Elaine Ortiz-Kristich, Bonnie Brown, Blanca Ezquerro, Shelley Blackman, Eric Narveson, Henry Estrada and Sravani Banerjee.
 - 2. By Laws:** Sravani Banerjee, Marjorie Clark, Henry Gee, Steven Blades
- G. Accreditation**
- H. Faculty Association**

XI. ADJOURNMENT

EVERGREEN VALLEY COLLEGE
A C A D E M I C S E N A T E
MINUTES
March 1, 2011

President	Henry Gee	Present
Past President	Harry Lichtbach	Absent
Social Science, Humanities, Arts, & PE	Eric Narveson	Present
Social Science, Humanities, Arts, & PE	Kelley Wells	Present
Business & Workforce Development	Soledad Santos	Present
Counseling Services	Elaine Ortiz-Kristich	Absent
Counseling Services	Martha Hardin	Present
Library and Learning Resources	Shelley Blackman	Absent
Language Arts	Steve Blades	Present
Language Arts	Sravani Banerjee	Present
Math, Science, and Engineering	Henry Estrada	Absent
Math, Science, and Engineering	Bonnie Brown	Present
Nursing & Allied Health	Peggy Gorbach	Present
At Large	Charlie Kahn-Lomax	Absent
At Large	Marjorie Clark	Present
Adjunct	Blanca Ezquerro	Absent
Adjunct	Lynh Nguyen	Absent

Guests: Nasreen Rahim (in place of Shelley Blackman), Steve Graham

I. CALL TO ORDER

II. ADOPTION OF AGENDA (5 min.)

Additions/Deletions/Corrections Added: Information Item H
Items to be Deferred: Information Items A, D, E, G
Adoption of Agenda (Including consent items marked #)

III. APPROVAL OF MINUTES – February 15, 2010 – approved with corrections

IV. RECOGNITION AND ANNOUNCEMENTS

Womyns' Herstory events

Half the Sky book discussion on March 31th

Teck Ky's presentation at the Authors' Series

The President's Town Hall Meeting

V. PUBLIC COMMENTS (limited to only three minutes)

This portion of the meeting is reserved for any item not on the agenda. The law does not permit action or extended discussion of any item not on the agenda except under special circumstances. If Senate action is required, it can be placed on the agenda for the next meeting.

VI. COMMITTEE APPOINTMENTS

Applications are available at the senate meeting but may be previewed in the Academic Senate office.

A. #Non-Screening Committees (2010-2011)

1. College Technology
2. Budget
3. College Safety/Facilities
4. Retention Matriculation
5. Staff Development
6. Institutional Effectiveness

7. College Curriculum
8. Archives
9. Graduation
10. Marketing
12. Scholarship
13. Student Services
14. Resource Development
15. District Council
16. Professional Improvement Committee (PIC)
17. PRC

- B. #Tenure Review Committees**
1. **Caritha Anderson:** Bev Stewart (faculty choice)
- C. #Screening Committees**
- D. #Peer Review Committees**

VII. ACTION/DISCUSSION ITEMS (Items with * have related documents posted in Outlook Public: “EVC Academic Senate”: “Documents for Meetings”)

VIII. DISCUSSION ITEMS

IX. INFORMATION ITEMS

- A. State District Finances – *deferred***
- B. Summer Session Update**
There are plans to cut 50% of the summer school sections—98 sections. President Gee would like further clarification on the cuts and stated that the cuts were due to financial issues. The summer schedule is due out on April 1st. Scheduling and loads were also discussed, as well as facility issues.
- C. Equivalency Training**
President Gee is planning to hold an equivalency training workshop on March 22nd in P104B at 3:00 and all senators should attend. If there are some who cannot attend, an alternate another meeting will be scheduled. It was suggested that it might also be held during PDD.
- D. Facilities Master Plan - *deferred***
<http://www.hmcgroup.com/public/files/2010-10-25%20EVC%20Options%20FINAL.pdf>
- E. Credit by Exam Policy – *deferred***
- F. VPA Update**
President Gee was given a report and shared the information with the Senate. He explained that most of the test results reported were within the safety limits. Some recommendations were to improve signage and training. Of the 55 concerns from various sources, 22 have been resolved and remainder will be resolved after the instructor returns from medical leave.
- G. Evaluation of Foreign Transcripts – *deferred***
- H. Graduation Appeals Committee**
There was further discussion on this committee, which was approved at the previous meeting. The committee has several senator volunteers. President Gee would like for those on the committee to propose the membership composition and charge. The committee is considered to be a sub-committee of the Senate. There was assurance that this committee is working well within the purview of the Senate.

X. REPORTS (10 min):

Informational/Questions for clarity only, if discussion or action is planned, it will be discussed/acted upon later on the Agenda.

A. College Council-Henry Gee/Eric Narveson

The two lists of faculty recommendations—one from deans and one from the Senate—are being forwarding to the President for her decision.

B. Board of Trustees

C. District Council-Henry Gee/Eric Narveson

D. Treasurer's Report

E. College Committees (1 minute @)

1. All College Curriculum: Eric Narveson, Chair
2. Campus Technology: Steve Mentor, Chair
3. Budget Committee: Wei Zhou, Chair
4. Safety/Facilities: David Ames, Chair
5. Staff Development: Nasreen Rahim, Chair
6. Retention/Matriculation: Emily Banh, Chair
7. Institutional Effectiveness: RJ Ruppenthal

F. Senate Committees

1. Distinguished Faculty of the Year:

Elaine Ortiz-Kristich, Bonnie Brown, Blanca Ezquerro, Shelley Blackman, Eric Narveson, Henry Estrada and Sravani Banerjee

2. By-Laws: Sravani Banerjee, Marjorie Clark, Henry Gee, Steven Blades

G. Accreditation

H. Faculty Association

Barbara Hanfling will be meeting next week in P104B at 3:00 to discuss negotiations.

XI. ADJOURNMENT 430

EVERGREEN VALLEY COLLEGE
A C A D E M I C S E N A T E
MINUTES
February 15, 2011

President	Henry Gee	Present
Past President	Harry Lichtbach	Absent
Social Science, Humanities, Arts, & PE	Eric Narveson	Present
Social Science, Humanities, Arts, & PE	Kelley Wells	Present
Business & Workforce Development	Soledad Santos	Absent
Counseling Services	Elaine Ortiz-Kristich	Present
Counseling Services	Martha Hardin	Present
Library and Learning Resources	Shelley Blackman	Absent
Language Arts	Steve Blades	Present
Language Arts	Sravani Banerjee	Present
Math, Science, and Engineering	Henry Estrada	Present
Math, Science, and Engineering	Bonnie Brown	Absent
Nursing & Allied Health	Peggy Gorbach	Present
At Large	Charlie Kahn-Lomax	Present
At Large	Marjorie Clark	Present
Adjunct	Blanca Ezquerro	Absent
Adjunct	Lynh Nguyen	Present

Guests: Kuni Hay

II. ADOPTION OF AGENDA (5 min) President Henry Gee called the meeting to order at 3:12 in P104b
 Additions/Deletions/Corrections Added: Information item: H. Summer Session Update
 Items to be Deferred
 Adoption of Agenda (Including consent items marked #) – adopted with addition

III. APPROVAL OF MINUTES – December 7, 2010 - approved

IV. RECOGNITION AND ANNOUNCEMENTS

Town hall meeting: February 22nd in the VPA at 1:00

Black History Month event: Judge Ladoris Cordell in Montgomery Hall on February 17th at 12:15 until 1:40 pm

Author’s Series Teck Ky event: February 23, at 12:15 in TBA

V. PUBLIC COMMENTS (limited to only three minutes)

This portion of the meeting is reserved for any item not on the agenda. The law does not permit action or extended discussion of any item not on the agenda except under special circumstances. If Senate action is required, it can be placed on the agenda for the next meeting.

Senators expressed dismay at students and staff smoking still in non-designated areas close to buildings.

Temporary parking for staff by campus police was also raised. Henry asked that comments or suggestions be forwarded to the Senate.

VI. COMMITTEE APPOINTMENTS

Applications are available at the senate meeting but may be previewed in the Academic Senate office.

A. #Non-Screening Committees (2010-2011)

1. College Technology
2. Budget
3. College Safety/Facilities

4. Retention Matriculation
5. Staff Development
6. Institutional Effectiveness
7. College Curriculum
8. Archives
9. Graduation
10. Marketing
12. Scholarship
13. Student Services
14. Resource Development
15. District Council
16. Professional Improvement Committee (PIC)
17. PRC

B. #Tenure Review Committees

C. #Screening Committees

1. **Senior Division Admin Assistant: Business & Workforce Development** – Soledad Santos
2. **Automotive Assistant** – Brad Bergholdt

D. #Peer Review Committees

1. **Felicia Mesa**: evaluator: Sandra DeWolfe
2. **Sandra DeWolfe**: evaluator: Felicia Mesa

VII. ACTION/DISCUSSION ITEMS (Items with * have related documents posted in Outlook Public: “EVC Academic Senate”: “Documents for Meetings”)

A. Graduation Appeals Committee

A motion was made for the creation of the graduation appeals committee. The counselors on the committee would have their participation with the committee count as part of their load. Further, the committee would set up its charge and composition when it meets, and it will meet afterward as the need arises. The motion was seconded and passed. It was also suggested that the Vice Presidents of Academic Affairs and Student Services, as well as the Dean of Enrollment be included as non-voting members.

B. Standing Equivalency Committee: Establish and Staff Committee

Due to the inconsistency in handling equivalency on campus as well, as throughout the District, President Gee would like to establish a standing equivalency committee at EVC and eventually have one District equivalency committee. There could be equivalency training meetings on Tuesdays that are alternate to the Senate meetings. President Gee is hoping for a pool of members for equivalencies. A motion was made for the establishment of a standing equivalency committee as a subcommittee of the Senate to include senators and other faculty as invited. The motion was seconded and passed. President Gee will arrange for the first meeting of the committee.

VIII. DISCUSSION ITEMS

IX. INFORMATION ITEMS

A. Accreditation Update

Vice President of Academic Affairs, Kuni Hay, discussed the recent concerns with the District’s being unexpectedly put on warning status by the Accreditation Commission after EVC and the IEC concluded its work and believed the process was completed in an exemplary manner. She passed out timeline and recommendation documents and reviewed them with the Senate. Dr. Hay said that the rumors about accreditation were spreading and causing anxiety among students about their classes being invalid. Dr. Hay stressed that this was not the case and that faculty should inform and assure students on this matter. There were nine recommendations and out of the nine, five were given to most of the state’s community colleges and included a code of ethics statement and student learning outcomes. Dr. Hay gave a timeline for responding to the recommendations of the Commission and hopes for continued participation from the campus.

B. State and District Finance Update

President Gee distributed several documents that reviewed the current and projected financial state of the District. He pointed out that there would be job eliminations throughout the District.

C. Summer Load Update

This is been taken to the technical committee for online courses which will be rewriting the online supplement form to include a statement regarding online hours, which will be valued the same as face-to-face student contact hours. This comes under the purview of Senate and the All College Curriculum Committee, which falls under the Senate.

D. Facilities Master Plan - deferred

E. Section Scheduling/Class Cancellation Guidelines

President Gee would like the faculty to be more alert about how classes are being scheduled to assure that there are no gaps in the curriculum offerings. The faculty does have that right in consultation with their deans.

F. Faculty Hiring Priorities

President Gee listed, in priority order, the five suggestions given by the Academic Senate last fall semester for faculty hiring. They are, 1. Counselor, General, 2.Theater Arts, 3.Counselor, Transfer, 4. Mathematics and 5. Biology

G. Clarification on Ethnic Studies/Cultural Pluralism

There seems to be an issue with students who transfer from other colleges and will be discussed at the curriculum committee.

H. Summer Session Update

At this time, summer session will be offered this year; however, how many classes will be held is still unknown. If there is a tuition increase, the summer session units will be at the current, pre-increase per unit cost.

X. REPORTS (10 min):

Informational/Questions for clarity only, if discussion or action is planned, it will be discussed/acted upon later on the Agenda.

A. College Council-Henry Gee/Eric Narveson

B. Board of Trustees

C. District Council-Henry Gee/Eric Narveson

D. Treasurer's Report

E. College Committees (1 minute @)

1. All College Curriculum: Eric Narveson, Chair
2. Campus Technology: Steve Mentor, Chair
3. Budget Committee: Wei Zhou, Chair
4. Safety/Facilities: David Ames, Chair
5. Staff Development: Nasreen Rahim, Chair
6. Retention/Matriculation: Emily Banh, Chair
7. Institutional Effectiveness: RJ Ruppenthal

F. Senate Committees

1. Distinguished Faculty of the Year:

Elaine Ortiz-Kristich, Bonnie Brown, Blanca Ezquerro, Shelley Blackman, Eric Narveson, Henry Estrada and Sravani Banerjee.

2. By-Laws: Sravani Banerjee, Marjorie Clark, Henry Gee, Steven Blades

G. Accreditation

H. Faculty Association

XI. ADJOURNMENT @ 5:00

12. Scholarship
13. Student Services
14. Resource Development
15. District Council
16. Professional Improvement Committee (PIC)
17. PRC

B. #Tenure Review Committees

C. #Screening Committees *approved on consent*

1. **Biology Instructor:** Jack Baker, Janice Toyoshima, Preeti Srinivasan, Joel Adams-Stryker
2. **English Instructor (Cambios):** Richard Regua, Sherryanne Lim, Keenan Norris
3. **Mathematics Instructor:** Kevin McCandless, Henry Estrada, Laimi Cong-Huyen
4. **Accounting Instructor:** David Eisenberg, Melody Barta
5. **Vice President of Administrative Services:** Elaine Ortiz-Kristich, Teck Ky
6. **Staff Accountant Administrative Services**
7. **Accounting Technician, Administrative Services**

D. #Peer Review Committees

VII. ACTION/DISCUSSION ITEMS (Items with * have related documents posted in Outlook Public: "EVC Academic Senate": "Documents for Meetings")

A. District Travel Policy

After discussion, a motion was made to reject the policy as it stands. The motion was seconded and passed. The general opinion was that the policy wording "tied the hands" of the staff's planning for conferences and student projects. President Gee will bring the changes to the wording that was agreeable to the Senate to the District Council, and if it goes to the board, he will submit it as a minority report.

VIII. DISCUSSION ITEMS

IX. INFORMATION ITEMS

A. Plenary Session Discipline List

President Gee distributed and reviewed the list of disciplines that will be presented at the session. He will be attending the session in April and will be casting the vote for EVC. He asked that the senators share the information with their divisions and share any comments with him.

B. SB1440 – Transfer Degrees

Marc Sola, Counselor and Articulation Officer for both campuses, presented information about the new SB1440 legislation, which was passed in October 2010. It pertains to the CSU and Community College systems at this time. The legislation mandates that by fall of 2011, all community colleges need to offer two transfer degrees and that the CSUs have to accept students with these degrees. Professor Sola discussed the details of the degrees and the need to come up with policies for the change as soon as possible. He also stressed the need for counselors to pay extra attention to these changes. He is also willing to attend division meetings to explain the new degrees.

- C. State District Finances**
The financial situation remains the same as previously reported. The Board has approved a lay-off of about 30 classified employees district-wide. Furloughs are being considered, as well as salary cuts and benefits reduction to avoid reduction in force actions. The unions are currently discussing it.
- D. State District Finances**
President Gee asked that the faculty be in consultation with their deans to ensure that their programs remain viable and that the courses needed for the programs are considered for summer session and fall. There will be another scheduled at a different time.
- E. Equivalency Training Update**
An equivalency training session will be held next week, March 22 in P104B at 3:00.
- F. Facilities Master Plan**
A current concern is the location of the EVC power plant and if it should be rebuilt in a different location or refurbished in the current location. Another concern was the childcare center and its proximity to the fault line and the possible move to the undeveloped land below the campus.
- G. Credit by Exam Policy**
Marc Sola also presented information on credit by exam for general education. He would like an addition to the current policy. This has already been approved by the Senate at SJCC and will be an action item on the next agenda.
- H. Evaluation of Student Foreign Transcripts**
Currently, the District does not have a policy addressing foreign students' transcripts evaluation. Professor Marc Sola would like to see a unified and cohesive procedure in place. He reviewed the proposed policy and included a list of agencies that evaluate transcripts. Currently, the District only refers students to one agency, but there are about nine that are qualified to evaluate and he would like the students to have choices. He mentioned that other types institutions--private, UC, CSU—do their own evaluations.
- I. Graduation Appeals Committee Update**
The committee has met and discussed the membership and are trying to find an agreeable time for them to meet. They will meet once per semester and on an as-needed basis.
- J. Personnel Changes in Counseling**
President Gee reported that there is some change in Counseling as to the Transfer Center: Bev Stewart is now 50% transfer, Elaine Ortiz-Kristich is now 40% transfer and Lynn Gulkin has retired.
- K. Senate Committees:**
- 1. Distinguished Faculty of the Year**
The committee should be meeting to discuss the procedures. One member is out on medical leave and that leaves the committee with an even number. Should an issue arise, President Gee could intervene.
 - 2. Scholarship** – no notice has been received about the applications being released.
 - 3. By Laws** - The by-laws committee will be meeting on March 29, in P104B at 3:00 p.m.

X. REPORTS (10 min):

Informational/Questions for clarity only, if discussion or action is planned, it will be discussed/acted upon later on the Agenda.

A. College Council-Henry Gee/Eric Narveson

B. Board of Trustees

C. District Council-Henry Gee/Eric Narveson

D. Treasurer's Report

E. College Committees (1 minute @)

1. All College Curriculum: Eric Narveson, Chair

2. Campus Technology: Steve Mentor, Chair

3. Budget Committee: Wei Zhou, Chair

4. Safety/Facilities: David Ames, Chair

5. Staff Development: Nasreen Rahim, Chair

6. Retention/Matriculation: Emily Banh, Chair

7. Institutional Effectiveness: RJ Ruppenthal

F. Senate Committees

1. Distinguished Faculty of the Year:

Elaine Ortiz-Kristich, Bonnie Brown, Blanca Ezquerro, Shelley Blackman, Eric Narveson, Henry Estrada and Sravani Banerjee.

2. By-Laws: Sravani Banerjee, Marjorie Clark, Henry Gee, Steven Blades

G. Accreditation

H. Faculty Association

EVERGREEN VALLEY COLLEGE
A C A D E M I C S E N A T E
MINUTES
April 5, 2011

President	Henry Gee	Present
Past President	Harry Lichtbach	Absent
Social Science, Humanities, Arts, & PE	Eric Narveson	Present
Social Science, Humanities, Arts, & PE	Kelley Wells	Absent
Business & Workforce Development	Soledad Santos	Present
Counseling Services	Elaine Ortiz-Kristich	Present
Counseling Services	Martha Hardin	Present
Library and Learning Resources	Shelley Blackman	Absent
Language Arts	Steve Blades	Present
Language Arts	Sravani Banerjee	Present
Math, Science, and Engineering	Henry Estrada	Present
Math, Science, and Engineering	Bonnie Brown	Absent
Nursing & Allied Health	Peggy Gorbach	Absent
At Large	Charlie Kahn-Lomax	Present
At Large	Marjorie Clark	Present
Adjunct	Blanca Ezquerro	Absent
Adjunct	Lynh Nguyen	Absent

Guests: Debbie De La Rosa, Steven Graham, Tammiel Gilkerson

I. CALL TO ORDER

II. ADOPTION OF AGENDA (5 min.)

Additions/Deletions/Corrections

Items to be Deferred

IX. State Academic Senate Resolutions

Adoption of Agenda (Including consent items marked #)

III. APPROVAL OF MINUTES – March 15, 2010 – approved as submitted

IV. RECOGNITION AND ANNOUNCEMENTS

V. PUBLIC COMMENTS (limited to only three minutes)

This portion of the meeting is reserved for any item not on the agenda. The law does not permit action or extended discussion of any item not on the agenda except under special circumstances. If Senate action is required, it can be placed on the agenda for the next meeting.

VI. COMMITTEE APPOINTMENTS

Applications are available at the senate meeting but may be previewed in the Academic Senate office.

A. #Non-Screening Committees (2010-2011)

1. College Technology
2. Budget
3. College Safety/Facilities
4. **Matriculation and Student Success:** Sherryanne Lim
5. Staff Development
6. Institutional Effectiveness
7. **College Curriculum:** Stephen Graham
8. Archives
9. Graduation
10. Marketing
12. Scholarship
13. Student Services

14. Resource Development
15. District Council
16. Professional Improvement Committee (PIC)
17. PRC

- B. #Tenure Review Committees**
- C. Screening Committees**
- D. #Peer Review Committees**

VII. ACTION/DISCUSSION ITEMS (Items with * have related documents posted in Outlook Public: “EVC Academic Senate”: “Documents for Meetings”)

- A. Credit by Exam Policy - *deferred***

VIII. DISCUSSION ITEMS

IX. INFORMATION ITEMS

A. Academic Renewal Policy

Currently, the District does have a policy to address this and there is a move to institute such a procedure. The group, consisting of mostly counselors, has reviewed many policies from local community colleges, as well as using Title V language. The policy has been approved by the Instructional Council, which consists of the deans and vice presidents and president. It is generally a policy to allow students who had previously done poorly, returned to EVC and raised their GPAs substantially. It would allow the student to remove up to two semesters of substandard work. President Gee reminded the senators that there is already a board policy addressing this. However, procedures have not been established yet. He further explained that there is a difference between policy and procedure: policy must be approved by the board; procedures do not have to be approved. President Gee would like to see more work on the procedure done and some consultation with SJCC before it comes back to the EVC Senate.

B. SB1440 – Transfer Degrees: Psychology and Communications Studies

The Psychology and Communications Studies degrees presently are the best for the AA-T and AS-T. These transfer degrees will supplement and not replace the extant degrees. The State has agreed to expedite requests for these new degrees.

C. State District Finances

The State is now in a flux. The possibility of a special June elections to extend taxes will not be put on the ballot. There is a chance it will be on the November ballot.

D. State Academic Senate Resolutions

The resolutions can be found in the public folder: EVC Academic Senate

E. Equivalency Training Update

President Gee will schedule an appropriate Thursday for an additional training session. A suggestion was made to have the session be recorded and archived as a webinar.

F. Graduation Appeals Committee Update

The committee is currently comprised of Marc Sola, Eric Narveson, Martha Hardin and Hanh Deng. The next meeting will be on April 13th. One of the changes so far is to include academic deans rather than more student service oriented deans.

G. Senate-related Committee Appointments Upcoming in May

President Gee reminded the senators that standing committee members must request and be appointed even if they are presently on the committee.

1. **Senator Elections**
The roster will be emailed shortly so that divisions can choose their representatives to the Academic Senate.
2. **Academic Senate Officers**
Senate Officers will be nominated at the next meeting.
3. **Staff Development Chair**
A nomination form will be sent to the faculty soon. The reassigned time is unknown at this time.

X. REPORTS (10 min):

Informational/Questions for clarity only, if discussion or action is planned, it will be discussed/acted upon later on the Agenda.

- A. **College Council**-Henry Gee/Eric Narveson
- B. **Board of Trustees**
- C. **District Council**-Henry Gee/Eric Narveson
- D. **Treasurer's Report**
- E. **College Committees (1 minute @)**
 1. All College Curriculum: Eric Narveson, Chair
 2. Campus Technology: Steve Mentor, Chair
 3. Budget Committee: Wei Zhou, Chair
 4. Safety/Facilities: David Ames, Chair
 5. Staff Development: Nasreen Rahim, Chair
 6. Matriculation and Student Success: Emily Banh, Chair
 7. Institutional Effectiveness: RJ Ruppenthal
 - 8.
- F. **Senate Committees Updates**
 1. **Distinguished Faculty of the Year:**
Elaine Ortiz-Kristich, Bonnie Brown, Blanca Ezquerro, Shelley Blackman, Eric Narveson, Henry Estrada and Sravani Banerjee.
A box needs to be placed in the mail room tomorrow.
 2. **By-Laws:** Sravani Banerjee, Marjorie Clark, Henry Gee, Steven Blades
Will meet in P104B on April 12 at 3:00 p.m. President Gee would like to get an agenda set and asked that any ideas be put on the agenda.
- G. **Accreditation**
- H. **Faculty Association**

XI. ADJOURNMENT

EVERGREEN VALLEY COLLEGE
A C A D E M I C S E N A T E
MINUTES
May 3, 2011

President	Henry Gee	Present
Past President	Harry Lichtbach	Absent
Social Science, Humanities, Arts, & PE	Eric Narveson	Present
Social Science, Humanities, Arts, & PE	Kelley Wells	Absent
Business & Workforce Development	Soledad Santos	Present
Counseling Services	Elaine Ortiz-Kristich	Present
Counseling Services	Martha Hardin	Present
Library and Learning Resources	Shelley Blackman	Absent
Language Arts	Steve Blades	Present
Language Arts	Sravani Banerjee	Present
Math, Science, and Engineering	Henry Estrada	Present
Math, Science, and Engineering	Bonnie Brown	Absent
Nursing & Allied Health	Peggy Gorbach	Absent
At Large	Charlie Kahn-Lomax	Present
At Large	Marjorie Clark	Present
Adjunct	Blanca Ezquerro	Absent
Adjunct	Lynh Nguyen	Absent

Guests: Cindy Bevan, Debbie De La Rosa, Steven DeMartini, Mariah Galaviz, Steven Graham, Tammeil Gilkerson, Jonathan Hinck, Alfredo Knowles, Man La, Allan Pham, Leslie Williams, Francisco Zarate

I. CALL TO ORDER – The meeting was called to order in P104B at 3:15 by President Henry Gee.

II. ADOPTION OF AGENDA (5 min.)
Additions/Deletions/Corrections
Items to be Deferred
Adoption of Agenda (Including consent items marked #)

III. APPROVAL OF MINUTES – April 5, 2010

IV. RECOGNITION AND ANNOUNCEMENTS

Day of the Green Event and the high student turnout.

Annual Poetry Festival on May 4th

Cinco de Mayo festivities by the Library turnaround area

The presidential forums occurring this week and next

V. PUBLIC COMMENTS (limited to only three minutes each speaker) (15 min)

This portion of the meeting is reserved for any item not on the agenda. The law does not permit action or extended discussion of any item not on the agenda except under special circumstances. If Senate action is required, it can be placed on the agenda for the next meeting.

VI. COMMITTEE APPOINTMENTS

Applications are available at the senate meeting but may be previewed in the Academic Senate office.

A. #Non-Screening Committees (2010-2011)

1. College Technology: Leslie Williams

2. Budget: Henry Gee, At-large

3. College Safety/Facilities: Robin Salak

4. Matriculation and Student Success: Caritha Anderson, Laura Bettencourt, Robin Salak

5. Staff Development
6. Institutional Effectiveness
7. **College Curriculum:** Hahn Deng
8. **Archives:** Leslie Williams
9. Graduation:
10. **Marketing:** Caritha Anderson
12. Scholarship
13. Student Services
14. Resource Development
15. District Council
16. Professional Improvement Committee (PIC)
17. **PRC** – Kelley Wells
18. **Graduation Appeals:** Gam Nguyen, Martha Hardin, Marc Sola

- B. **#Tenure Review Committees**
- C. **#Screening Committees**
 1. **Staff Accountant:** Henry Gee
- D. **#Peer Review Committees**

VII. ACTION/DISCUSSION ITEMS (Items with * have related documents posted in Outlook Public: “EVC Academic Senate”: “Documents for Meetings”)

- A. **Credit by Exam Policy**

There was a motion to approve the policy. *The motion was seconded and passed.*
- B. **Senate-related Committee Appointments Upcoming in May**
 1. **Senator Elections**

Business and Workforce Development: Soledad Santos
Language Arts
Math and Science
Library
Nursing and Allied Health
 2. **Academic Senate Officers**

Henry Gee, Eric Narveson and Bonnie Brown were nominated for President, Vice President and Treasurer. They accepted, and since there were no other senators nominated, a motion was made to accept their nominations. The motion was seconded and passed.
 3. **#Staff Development Chair:** Nasreen Rahim
 4. **Senate Executive Committee**

President Gee, Vice-President Narveson, Senators Charlie Kahn-Lomax and Elaine Ortiz-Kristich. Senator Banerjee will act as an alternate to Charlie or Elaine.
 5. **EVC College Council** President Gee and Vice-President Narveson will serve with Senator Martha Hardin to serve as alternate.
 6. **District Council**

President Gee and Vice-President Narveson will serve with Senator Elaine Ortiz-Kristich to serve as alternate.
- C. **SB 1440: AS-T and AA-T Degrees**

A motion was made to approve the new degrees. *The motion was seconded and passed.*
- D. **Distinguished Faculty of the Year**

Names were submitted to the Senate from the committee: two fulltime and one adjunct. The senator was given the opportunity to share comments with the Senate before the vote was taken. The Senate voted by secret ballot and a selection was made. The results will be revealed at the employee recognition event on May 11th.

E. Academic Renewal Policy AP4240

A motion was made to change the order of action items D and E since there were students present to speak on the topic. A motion was made to start the work on establishing procedures for the policy. The motion was seconded and passed. A motion to approve the Academic Renewal Policy was made. *It was seconded and passed.* Three students spoke about their personal academic experiences and how this policy would be beneficial to them and their fellow students, who may have done poorly in the past, and are now back and ready to achieve academic success. The concept of policy vs. procedures was discussed, including the approval processes. [Senator Marjorie Clark recalls that Roberts Rules of Order and Academic Senate procedure came into question during the discussion of this item.]

VIII. DISCUSSION ITEMS

A. District Policy: 2715, 2435.1, 5140

These are being introduced polices pertaining to the code of ethics, evaluation of the president and DSP policy. President Gee reminded the Senate that the code of ethics policy is required by the accreditation team.

B. Academic Renewal: Procedure AP4240

A motion was made to change the item to Academic Renewal Policy. *The motion was seconded and passed.* A second motion was made to move the item to action so it can be voted on at the meeting. [Senator Marjorie Clark recalls that Roberts Rules of Order and Academic Senate procedure came into question during the discussion of this item.]

IX. INFORMATION ITEMS

A. Facilities Master Plan

President Gee distributed a copy of a plan from the Board agenda illustrating a proposal for a solar farm that would provide 75% of the campus's energy usage. The location would be near the portables being used by the high schools. It would be at a cost of \$5 million and would be funded by the recent bond. There was also information on different building projects being considered.

B. By-Laws Committee Update – deferred

C. Adjunct Faculty Voting in Senate Election

There will be some research done on what other schools are doing in terms of having their part time faculty vote in the Senate officer elections. Also, this will be put to the current electorate of the faculty as a referendum as to what they wish.

D. Graduation Appeals Committee *deferred*

E. Equivalency Training Update – *deferred*

F. Textbook Affordability Committee Update

Professor Leslie Williams distributed an update on the progress the committee has made during the past year. She will return in the fall with a fall update, and to answer questions from the Senate.

X. REPORTS (10 min):

Informational/Questions for clarity only, if discussion or action is planned, it will be discussed/acted upon later on the Agenda.

A. College Council-Henry Gee/Eric Narveson

B. Board of Trustees

C. District Council-Henry Gee/Eric Narveson

D. Treasurer's Report

E. College Committees (1 minute @)

1. All College Curriculum: Eric Narveson, Chair
2. Campus Technology: Steve Mentor, Chair
3. Budget Committee: Wei Zhou, Chair
4. Safety/Facilities: David Ames, Chair
5. Staff Development: Nasreen Rahim, Chair
6. Matriculation and Student Success: Emily Banh, Chair
7. Institutional Effectiveness: RJ Ruppenthal

F. Senate Committees Updates

1. Distinguished Faculty of the Year

Elaine Ortiz-Kristich, Bonnie Brown, Blanca Ezquerro, Shelley Blackman, Eric Narveson, Henry Estrada and Sravani Banerjee.

2. By-Laws: Sravani Banerjee, Marjorie Clark, Henry Gee, Steven Blades

G. Accreditation

H. Faculty Association

XI. ADJOURNMENT