



2025/2026 COLLEGE COUNCIL MEETING MINUTES

TABLE OF CONTENTS

FALL 2025

September 8, 2025

September 22, 2025

October 13, 2025

October 27, 2025

November 24, 2025

December 8, 2025

SPRING 2026

February 9, 2026

February 23, 2026 - CANCELED

March 9, 2026

March 23, 2026

April 13, 2026

April 27, 2026

May 12, 2026



COLLEGE COUNCIL MINUTES
September 8, 2025

Present: Ebonnie Berry, Vicki Brewster, Maniphone Dickerson, Ariana Estrada, Victor Garza, David Hendricks, Vinicio Lopez, Juan Manriquez, Vicky Nelson, Kelly Nguyen-Jardin, Howard Willis

Also Present: Sean Dickerson, Grace Estrada, Penny Garibay (minutes), Eric Narveson, Josie White

Absent: Andrea Alexander, Josephine Aguirre, Henry Estrada, Silvano Navarro

A. Call to Order - Meeting called to order at 2:00 p.m.

B. Adoption of Agenda – M/S/P (Brewster/Garza)

C. Approval of Minutes – May 12, 2025 – M/S/P (Manriquez/Hendricks)

D. Public Comments

- Sean Dickerson, Interim Director, Student Development, Engagement, & Activities
 - There were a number of successful events and activities for the first two weeks of the semester.
 - September 9 is the Associated Student Government meeting at 3:30 p.m. They hope to have a number of clubs chartered and others rechartered.
 - The previous Friday there was a food distribution. He stated it is a heavy lift and would love to see more participation. He asked everyone to consider their department sponsor or more weeks by providing a group of volunteers.
- Grace Estrada shared that she experienced differences at the welcome tables this year as there seemed to be a lot of confused students. She stated that one issue was the former Student Services building still having signage; students went to the old building instead of to the new Student Services Complex.

E. Recognitions/Announcements

- President Lopez welcomed the new representatives from the Associated Student Government, Vicky Nelson and Ariana Estrada.
- David Hendricks acknowledged the efforts of those that planned and implemented the 50th Anniversary event September 3. The performances went well, and it was a great celebration.
- President Lopez also acknowledged everyone behind the planning of the event, including Niall Adler, Ryan Brown, Amy Pizarro, Penny Garibay, Melina Minor, Josie Aguirre, and many others, but in particular he acknowledged Niall Adler's work to pull the event together.
 - There will be additional events throughout the year, such as mixers, taking place during Women's History Month, Black History Month, Latinx History Month, LGBTQ+ Month. There will also be the Community Day that will take place in the spring.

- o They have been talking about having a panel of former employees and former students talk about the significance of EVC to them.
- o They have started placing the reflections about legacies on the website. Everyone is encouraged to share what they want their legacy to be.
- o Noted that having EVC's first President's widow and their daughter in attendance was very special and meaningful experience. It was especially touching for him as she is the same age as his mother.

F. Reports

1. Associated Student Government

ASG President, Silvano Navarro, was unable to attend.

Ariana Estrada reported:

- ASG budget was approved for the year.
- They are planning to charter a number of clubs.

Vicky Nelson reported:

- They have had discussions with dual enrollment students on campus who seem to be struggling to meet with counselors while they're on campus, as well as experiencing difficulty choosing counselors online.
- She spoke with the soccer coach regarding facility issues, including a broken ice machine and a broken door to the showers, including a shower curtain that needs repairs.

2. Classified Senate

Vicki Brewster reported on behalf of Classified Senate President, Josephine Aguirre, who was unable to attend:

- Classified Senate's new officers started their term.
- Team has several goals they would like to have implemented; they have taken on a few, based on needs.
- Will work to see that all of the classified professional seats on committees are filled.
- Will be kicking off fundraising for the year. Last year was the first year they were able to offer a scholarship, and they would like that to continue.
- Revamping their web page, which will include links for the classified professionals to locate items they need.

3. Academic Senate

Kelly Nguyen-Jardin reported as Academic Senate President, Henry Estrada, was attending a meeting at the District Office:

- Academic Senate met September 2.
 - o Acknowledged faculty and classified teams tremendous work on the catalog.
 - o Acknowledged the Professional Development Committee for their work for Professional Development Days. There was a lot of work done over the summer, and their work is appreciated.
 - o AI guidelines were a topic discussed; three approaches, open, closed, conditional. Guidelines will set clear, consistent expectations.
 - o Faculty Prioritization Committee – the Acting VP Academic Affairs and Academic Senate President will be setting the schedule this week.
 - o Credit for prior learning committee – the Senate is working closely with the committee chair. They will reach out soon for support from VP Dickerson.

4. Acting Vice President of Academic Affairs, Maniphone Dickerson

- Enrollment is down 11% compared to last fall.
 - o Working on dual enrollment; dual enrollment is still coming in from schools, which will help.

David Hendricks asked whether they have the data on the number of sections that were cancelled. VP Dickerson responded that they are working on pulling together the data and will provide the information soon.

5. Vice President of Administrative Services, Andrea Alexander

VP Alexander was unable to attend as there was a conflict with a meeting at the District Office.

6. Vice President of Student Affairs, Howard Willis

- Acknowledged Sean Dickerson. Student engagement is quite lively. They are simultaneously doing food distributions and markets.
- Counseling area has been very busy.
- Would like to put on the radar for everyone in terms of advocacy for EVC's pre-college programs and understanding the climate.
 - o Thanked Juan Manriquez who oversees the TRiO programs.
 - o Noted the importance of continuing to support and advocate for the programs.
- EVC's Pride Center is ready to move into; they are very excited and thankful for the facilities.
 - o There is an event planned for September 18; an email has gone out to the college community.
- Reopening The Nest; it is very nice area.

7. President, Vinicio Lopez

- Would like to establish one or two goals for the year for College Council to accomplish by spring.
 - o Thanked those involved in finishing up the goals from the prior fiscal year.
 1. Participatory Governance Handbook – thanked Henry Estrada, Eric Narveson, Vicki Brewster, Sarai Minjares, Niall Adler, Penny Garibay, and Melina Minor that assisted with completing the work on the handbook.
 2. Annual effectiveness assessment form – thanked the committee members for their work in completing the one-page form. He will share that out soon.
 3. Enrollment Management Plan – it was a lofty goal, especially since a lot of the work was to be in conjunction with the work taking place district-wide.
 - It's a working document and the plan is how the college will be moving forward in the next four years.
 - Shared out a priorities document.
 - The work groups will continue to work on the priorities document.
 - Everyone is responsible for student success; he has asked the leads of the respective areas to reach out to the constituent groups for participation.
 - o Shared on-screen the SEM Goals and Goal Metrics

G. Adjourned at 3:09 p.m. – M/S/P (Brewster/Berry)

GOALS SEM

GOAL 1

Reduce equity gaps across measures of success, retention, and completion through accelerated improvements among all student groups, with the goal of reducing achievement gaps by 4% annually as we approach the goal of 20% within 5 years and fully closing achievement gaps within 12 years. (Priority: Student Success)

GOAL 2

Increase student services by a total of 10% over two years starting Fall 2025 (approximately 5% per year) primarily through the development of student success teams that are organized by CAPs. (Priority: Retention)

GOAL 3

Reduce the average number of excess units taken to complete a degree or certificate by 10% (Priority: Schedule)

GOAL 4

Increase the number of students completing stackable credentials by 10% by 2027 through the development and promotion of at least 5 new stackable certificate pathways that lead to degrees or industry-recognized credentials in priority sectors such as business, information technology, education, and traditional trades. (Priority: Microcredentials and Dual Enrollment)

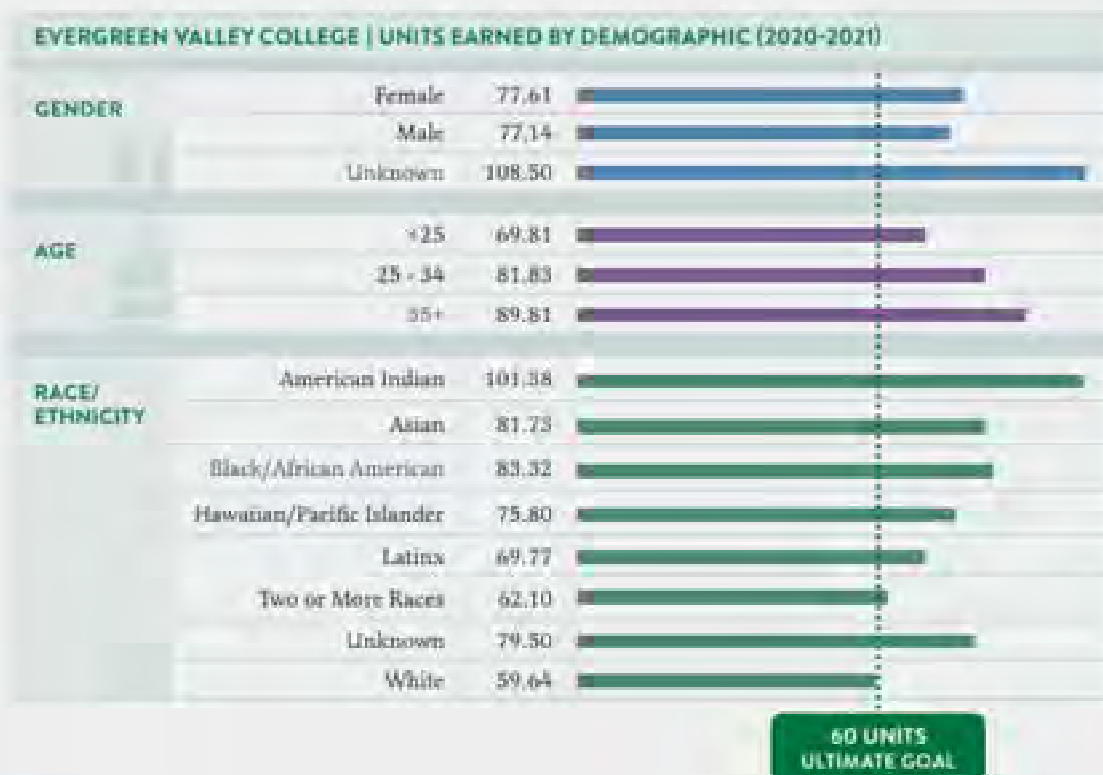


GOAL METRICS

The metrics in the table below provide to track the College's performance toward meeting its goal of shortening students' time to educational goal completion and eliminating equity gaps in goal achievement.

Table 10. Educational Master Plan goal metrics - units earned

PROGRESS TO BE MEASURED BY:	CURRENT METRIC	SHORT-TERM GOAL (BY JUNE 2024)	LONG-TERM GOAL (BY JUNE 2027)	ULTIMATE GOAL
1. AVERAGE UNITS EARNED UPON DEGREE COMPLETION	75	70	63	60
2. EQUITY GAP IN UNITS EARNED UPON DEGREE COMPLETION	23.68	18	12	fully eliminate





COLLEGE COUNCIL MINUTES

September 22, 2025

Present: Josephine Aguirre, Andrea Alexander, Ebonnie Berry, Vicki Brewster, Maniphone Dickerson, Ariana Estrada, Henry Estrada, David Hendricks, Vinicio Lopez, Juan Manriquez, Vicky Nelson, Kelly Nguyen-Jardin, Howard Willis

Also Present: Grace Estrada, Penny Garibay (minutes), Mike Masuda, Eric Narveson

Absent: Victor Garza, Silvano Navarro

A. Call to Order – Meeting called to order at 2:00 p.m.

B. Adoption of Agenda – M/S/P (Brewster/Manriquez)

C. Public Comments

None

D. Recognitions/Announcements

- Henry Estrada noted that Academic Senate will be holding a retreat October 17 and would like to open it up to administrators and Classified leadership.
- VP Dickerson recognized the Latino student mixer, which was well attended. They will look at using a larger location next time.
- VP Willis acknowledged the work of those that assisted in getting the Pride Center opened last week: custodial, facilities, the faculty coordinator, John Ruys, and Sean Dickerson. Everyone is invited to stop by to show their support.
- David Hendricks noted there will be three facilities master plan open house meetings taking place this week and encourages everyone to attend as this is where you can be informed and provide feedback about future facilities. A notice from the District Office was emailed.

E. Information/Discussion

1. Priority Work Groups

President Lopez noted the workgroups continue to meet. The four groups are scheduling, equity, retention, early alert, and dual enrollment micro-credentials. Shared information about the four groups and their leads.

2. College Council Goals

- Shared the assessment form and reviewed the sections on the form that would be completed.
 - Assessment form needs to be completed for 2024/2025 goals.
 - The form will be sent to all College Council to complete.
 - If individuals were not on the 2024/2025 College Council, note that on the form and return.
 - You can provide reflections on the prior year's goals, as well as recommendations for future.
- 2024/2025 goals were reviewed.

- Discussion took place about establishing one or two goals for 2025/2026.
 - President Lopez suggested College Council stay with one goal this year.
 - Campuswide communication could be a practical goal as it has come up in discussions and can be accomplished in multiple ways.
 - One form of campuswide communication was determined to be holding quarterly campus forums. A College Council member from each of the EVC constituent groups (Academic Senate, Classified Senate, ASG and MSC) will speak at the forums, in addition the President and VPs.
 - Following discussion about the single 2025/2026 goal, President Lopez stated he would write something up and send it to College Council for their feedback.
3. Faculty Prioritization Process
- VP Dickerson shared a document noting the Faculty Prioritization Milestones.
 - VP Dickerson and co-chair, Henry Estrada, will be working to update rubric.
 - They will keep the committee composition as a seven-member group.
 - Henry Estrada noted they will add language regarding scoring as it relates to FT and PT faculty.
 - They are considering program reviews and budget allocation and how they allow for unforeseen changes.
 - They are in the discussion process; the rubric had not been finalized.
 - Rubric is expected to be finalized the following week.
4. Diversity Action Committee
- President Lopez shared the committee's purpose.
 - They will be starting the committee back up after a break for the past two years and are reaching out for representatives.
 - Meetings will be held 1:30-2:30 on the third Monday of each month during fall and spring semesters.

F. Reports

1. Associated Student Government

- Received reports from students in the STEM department. There are concerns about what counselors are able to advise for chem students as it makes their track longer than it should be. To be competitive there should not be these delays and students falling through the gaps.
- Thanked President Lopez and VP Alexander for following up with the soccer team so promptly.
- There are STEM students that have concerns about the general studies and engineering building.
 - On the first-floor student study area there are no outlets near where they study; they cannot sit comfortably near where the outlets are located.
 - One of the engineering rooms has tables that are too small and make it difficult to do the engineering work.
 - The podiums are facing toward the wall instead of toward the students.
- In both the General Studies and Language Arts buildings, there is no button for wheelchair access to restrooms and there is a lack of ADA compliant wash basins.
- At the Trustee retreat this past weekend, they created priorities and goals. They are happy to report that student success is one of the key focuses.

2. Classified Senate

- Recently held first Classified Senate meeting for fall semester.
 - Goals were set for the academic year.
 - First goal is to ensure all committees are filled with the requested number of representation.
 - They will communicate with committee representatives their responsibilities and requirements to communicate back to the constituent group.
 - They will be starting their candy fundraiser soon to raise funds for their retreat and for scholarships.

3. Academic Senate

- They welcomed the Acting Vice President of Academic Affairs at their first meeting the prior Tuesday.
- Academic Senate announced the new templates had come up for the next batch of common course memory systems. They rounded up the group, including Vicki Brewster, Grace Estrada, Laura Garcia, Rahmon Pashtunyar, as well as other staff to assist and they got it done; all the courses are finished, and they had been hit with two years' worth. It was done very efficiently.
- The college needs to build a student disciplinary panel for concerns and complaints about students and staff. The request was forwarded to VP Willis.
- Fahmida Fahkruddin, IEC Chair, submitted a report that the IEC determined a due date of December 1 for program reviews.
- Dean Garza provided Academic Senate with an executive summary of the Student Equity Plan.

4. Acting Vice President of Academic Affairs, Maniphone Dickerson

- Headcount is 8,681, 9.8% down from last year. FTES is 2,321, down 7.9%. FTEF is at 1,355, so it is up a little.

5. Vice President of Administrative Services, Andrea Alexander

- With regard to items the students mentioned at the last meeting:
 - The ice machine has been fixed; there is a temporary ice machine that can be used.
 - The door issue was resolved. They had not received an alert that the door needed to be repaired; it's important for the students to advise the coaches when something needs to be fixed so they can submit a work request. It was resolved within a day once it was brought to the attention of maintenance.
 - A film covering was added to the window, so that has been resolved.
- The Board of Trustees accepted the Adopted Budget at their last meeting. The district office will be loading the budget into the system as it is completed manually.
- Regarding the budget recommendations from the College Budget Committee and approved by College Council, those funds will be made available once the Adopted Budget is loaded.
- A communication was sent to the college asking for feedback about the bookstore. They plan to provide a Zoom meeting for feedback, as well.

6. Vice President of Student Affairs, Howard Willis

- Transfer fair took place last week. It was exciting to see all of the representatives interested in EVC students.

- There is a Top Colleges fair taking place October 13. They will be on campus to recruit students from EVC.
- Under the leadership of Juan Manriquez, there are two grants at EVC, TRiO Upward Bound and TRiO Talent Search and both have been re-granted, so they will continue providing services to the high schools.
 - The main goal is to help low-income, first-generation youth into higher education.
 - They provide one-on-one academic advising, exposure to higher education institutions by field trips and tutoring services.
 - Talent Search serves 729 students annually.
- The AANAPISI grant was not re-funded, which is EVC's ASPIRE+ PLUS program.
 - They will be providing a one-year, no-cost extension, so the program will continue for this academic year.

7. President, Vinicio Lopez

- Latinx Heritage Month has a number of events happening; everyone is encouraged to attend.
- AANAPISI week is this week; an event will be happening tomorrow, which will be highlighting the history and alumni, which ties in with EVC's 50th anniversary.
- Striving to be more intentional about reaching out to local partners in the area, whether that be technology or higher education.
 - Met with the CEO of the San Jose Technology Museum to explore the possibility of our institutions working together. One item mentioned is possible internships.
 - Reached out to NVIDIA and Netflix in the hopes to meet with their leadership.
 - Met with the Vice Provost and Vice President of Enrollment Management for SJSU. They are eager to form partnerships with EVC.
- Noted the honor of being invited to speak at the Rotary Club of San Jose October 1. Will be sharing about the impact EVC has had in San Jose for the last 50 years. Will highlight a few of EVC's alumni, and they were invited to attend.
- We will continue to raise funds in honor of EVC's 50th anniversary. As there has not been a lot of funding coming in for a while, this is a start.

G. Adjourned at 3:32 p.m. – M/S/P (H. Estrada/Brewster)

Participatory Governance: Annual Effectiveness Assessment

Academic Year 2024 / 2025

GOALS	COMPLETED	PARTIAL COMPLETION	NEEDS MORE PROGRESS
Update Participatory Governance Handbook (continued from FY2023/2024)			
Develop an assessment for participatory governance committee effectiveness, to be included in Participatory Governance Handbook (continued from FY2023/2024)			
Develop Enrollment Management Plan			
TOTAL:			

PERFORMANCE		
In a few sentences, summarize progress on all four(4) areas by the end of the academic year		
	AREA MET	NEEDS IMPROVEMENT/ CHALLENGES IDENTIFIED
Fulfillment of Committee Charge		
Communication to and from constituencies and campus community		
Overall quality of the committee's deliverables / outcomes		
Integration of committee process and products		

2024-25 ACCOMPLISHMENTS/HIGHLIGHTS	REFLECTION	FUTURE RECOMMENDATIONS
	Ex. quorum often not met	Ensure members send proxies

Participatory Governance: Annual Effectiveness Assessment
Academic Year 2024 / 2025

Please list Committee Members:

Chair	Vinicio Lopez (ex-officio)		
Academic Representatives	Henry Estrada	Steven Mentor	Kelly Nguyen-Jardin
Classified Representatives	Vicki Brewster	Teneka Cornish	Sarai Minjares
ASG Representatives	Brian Bordon	Arshmeet Kaur	Silvano Navarro
MSC Representatives	Ebonnie Berry	Victor Garza	Juan Manriquez
Ex-Officio	Andrea Alexander	Matais Pouncil	Howard Willis

FY2024/2025

1. Update Participatory Governance Handbook (continued from FY2023/2024)
2. Develop an assessment for participatory governance committee effectiveness, to be included in Participatory Governance Handbook (continued from FY2023/2024)
3. Develop Enrollment Management Plan

FY2023/2024

1. Develop an assessment for shared governance committee effectiveness.
2. Update Shared Governance Handbook.
3. Increase College Council communications with shared governance committee chairs by:
 - a. Providing specific criteria to the committee chairs for their semester reports.
 - b. Including a link to approved College Council minutes with each College Council agenda sent college-wide.
 - c. Offering an expanded schedule for spring 2024 committee chair reports, affording committee chairs the opportunity to further highlight their committee's work and respond to the College Council's request for specific criteria.

College Council Purpose

The College Council is a representative council (administration; faculty; classified staff; students) that advises the College President. Specifically, the Council will:

- Develop and Maintain College Council Timeline Review/Record/Implement and disseminate college procedures as they relate to Shared Governance.
- Provide college-wide input on shared governance issues through review and discussion.
- Serve as EVC's main policy body that forwards recommendations on shared governance issues.
- Make recommendations to the College President provided by the Shared Governance Committees.
- Disseminate accurate and timely budget recommendations.
- Oversee development and implementation of strategic planning.
- Ensure strategic planning occurs as a result of campus-wide input.
- Ensure initiatives are implemented in a timely manner and are revised regularly, based on assessment and the needs of the college.
- Ensure the Mission, Vision and Values of the College are reviewed and revised at regular intervals.
- Maintain/Implement Shared Governance Decision Making Handbook. Exchange information among governance groups.



FACULTY PRIORITIZATION

September 22, 2025

<u>DATE</u>	<u>MILESTONE</u>
September 18	FHP committee convenes, reviews rubric, and confirms timeline
September 18-27	Members review AURR and PRs in shared drive (i.e., gather evidence for rubric)
September 27-30	FHP committee final scores (total scores and ranking) due
October 2	FHP committee review, discuss, and prioritize position requests
October 9	(tentative) FHP committee final decision – send to College Council to place on agenda
October 14	College Council Agenda (First read and Information)
October 28	College Council Agenda (Second read and Action)
October 29-November 25	President Announces Approved Positions
November 25-December 10	Begin Position Description and Job Announcement Process
January 2025	Position Description and Job Announcement Process
March/April 2025	New Faculty Selected & Recommended

Diversity Action Committee

Established Fall 2006

Charge

- Increase knowledge of diversity and effect positive change within the EVC community concerning issues of race, ethnicity, gender identity, sexual orientation, dis/ability, socioeconomic class, culture, and national identity, as well as the myriads of ways intersectionality impacts individuals.
- Provide information and new perspectives on these issues to improve personal and working relationships among our community, notably raising awareness of, and acting in prevention against sexism, racism, ageism, classism, heterosexism, ableism, and other forms of categorical prejudice and discrimination.
- Implement ongoing training and equip employees with the tools they need to support underserved students.
- In conjunction with the President's Office and participatory governance committees, create and implement a campus strategic vision and plan for diversity and equity.
- Plan and implement Diversity Calendar of Events in coordination with various campus departments and programs (e.g., Envisioning Equity Speaker Series, a monthly book club)

Recommendations forwarded to

- College Council

Membership

- One Associated Student Government Representative (appointed by Associated Student Government)
- Nine Division Representatives (one per division; request for volunteers made by Director of Student Development, Engagement & Inclusion)
- Two Special Programs Representatives (request for volunteers made by Director of Student Development, Engagement & Inclusion)
- Director of Student Development, Engagement & Inclusion
- College President

Chair

- Co-Chairs, Director of Student Development and Inclusion and the College President.

Term

- All members are selected for a one year, renewable through reaffirming their commitment to DAC.

Meetings Schedule

- Monthly meetings are held on the 3rd Monday from 1:30 to 2:30 p.m.



COLLEGE COUNCIL MINUTES
October 13, 2025

Present: Josephine Aguirre, Andrea Alexander, Vicki Brewster, Maniphone Dickerson, Ariana Estrada, Henry Estrada, David Hendricks, Vinicio Lopez (minutes), Juan Manriquez, Silvano Navarro, Kelly Nguyen-Jardin

Also Present: Grace Estrada

Absent: Ebonnie Berry, Victor Garza, Vicky Nelson, Howard Willis

A. Call to Order - Meeting called to order at 2:03 p.m.

B. Adoption of Agenda – M/S/P (Estrada/Hendricks)

C. Approval of Minutes

1. September 8, 2025 – **M/S/P (Brewster/Nguyen-Jardin)**
2. September 22, 2025 – **M/S/P (Hendricks/Brewster)**

D. Public Comments
None

E. Recognitions/Announcements

- David Hendricks shared about the Honors Event in Gullo II. 180 students and faculty participated.
- Kelly Nguyen shared that Rahmon Pashtunyar, Fahmida Fakhruddin, and Grace Estrada presented to faculty.

F. Information/Discussion

1. College Council Goal

Edits were made to the 2025/2026 goal:

- Improve EVC communications to ensure employees and students receive information about college initiatives and committees, activities pertaining to student success and outcomes completion, and College Council updates.

The goal will be submitted for action at the next meeting.

G. Reports

1. Associated Student Government

Ariana Estrada reported on behalf of ASG.

- Division Counseling for Students.
- ASG will participate in the open forums.

2. Classified Senate

Josie Aguirre, Classified Senate President, reported.

- EVC committees all have Classified Professionals representation, with one exception.
- Candy sales are underway. Their goal is to sell 70 to 100 boxes.

3. Academic Senate

Henry Estrada, Academic Senate President, reported.

- Program visibility; met with VP Academic Affairs.
- Gullo II Academic Senate retreat takes place Friday.

4. Acting Vice President of Academic Affairs, Maniphone Dickerson

- 8,635 headcount; down from last semester.
- October 31 the non-payment hold for registration goes into effect.
- Priority registration begins November 1; December 11 drop for non-payment.

5. Vice President of Administrative Services, Andrea Alexander

- Budget loaded in Colleague; sent to State by September 15.
- Federal grants have been affected (ANNAPISI and HIS); considering contingencies.
- Government shutdown will have impacts.

6. Vice President of Student Affairs, Howard Willis

Unable to attend due to meeting conflict.

7. President, Vinicio Lopez

- Undocumented Student Week – there will be various activities occurring for the EVC community.
- Delivered the convocation at the Board of Supervisors meeting Tuesday, September 30 for Hispanic Heritage Month.
- Was the keynote speaker at the Rotary Club of San Jose meeting Wednesday, October 1.
- Faculty Prioritization Committee will be completing their work and will deliver their list and scoring to the President.

H. Adjourned at 3:00 p.m. – M/S/P (H. Estrada/Brewster)



COLLEGE COUNCIL GOAL - FY2025/2026

GOAL:

Improve EVC communications to ensure employees receive information about college initiatives and committees, activities pertaining to student success and outcomes, and College Council updates.

METHOD:

EVC's President and Cabinet, as well as a representative from Academic Senate, Classified Senate, Associated Student Government, and MSC (Managers, Supervisors, Confidentials) will host a quarterly College forum (in-person and Zoom - hybrid) to provide campus updates or answer questions from EVC employees (November, February, April)

OUTCOME:

EVC employees will receive campus information from all college constituency groups.



COLLEGE COUNCIL MINUTES
October 27, 2025

Present: Josephine Aguirre, Andrea Alexander, Ebonnie Berry, Vicki Brewster, Maniphone Dickerson, Ariana Estrada, Henry Estrada, Victor Garza, David Hendricks, Vinicio Lopez, Juan Manriquez, Silvano Navarro, Kelly Nguyen-Jardin, Howard Willis

Also Present: Grace Estrada, Penny Garibay (minutes)

Absent: Vicky Nelson

A. Call to Order – Meeting called to order at 2:05 p.m.

B. Adoption of Agenda – M/S/P (H. Estrada/Navarro)

C. Approval of Minutes – October 13, 2025

Minutes were deferred to next meeting as the President's Report was inadvertently left off the draft minutes.

D. Public Comments

None.

E. Recognitions/Announcements

- Henry Estrada noted the Academic Senate retreat took place the prior week. It was well attended.
- Silvano Navarro announced ASG is sponsoring an event, Sama-Sama Treats and Tunes, in honor of Filipinx American History Month. The event will take place in Gullo II from 12:00 to 2:00 p.m.

F. Information/Discussion

1. Faculty Hiring Prioritization Committee Recommendation (H. Estrada/M. Dickerson)

- Reviewed the process, scoring rubric, and timeline.
- Scoring was very close; they dropped the lowest and highest scores to affect any potential bias.
- Instead of waiting for next fall and the next AURR, they will begin work in spring 2026, mid-March, to address any issues with scoring process.
- Committee continues to work to make the process better.
- Areas they plan to address include programs that do not have full-time faculty, to provide a way for them to be considered.
- The final scoring was shared with committee recommendation and will be forwarded to the President to review and make final decision.

G. Action

1. Appointment of Representative to District Advisory Council

- Juan Manriquez appointed to represent College Council on the District Advisory Council.
M/S/P (H. Estrada/Brewster)

2. College Council Goal
M/S/P (Brewster/Berry)

H. Reports

1. Associated Student Government President

Ariana Estrada reported on behalf of ASG President.

- Reiterated ASG is sponsoring an event, Sama-Sama Treats and Tunes, in honor of Filipino American History Month. The event will take place in Gullo II from 12:00 to 2:00 p.m.
- EVC ADO (Art & Design Organization) club is willing to create posters and social media posts for events. If there is still interest in the newsletter idea that was previously mentioned, it would help students be more involved in College Council.

2. Classified Senate President

Josie Gutierrez reported.

- Classified Senates for EVC and SJCC recently met with the Chancellor and have set a date for their professional development as January 13.

3. Academic Senate President

Henry Estrada reported.

- Academic Senate has been discussing AP 4021, related to program viability reviews for some of EVC's programs.
 - As part of accreditation, they have been looking closer at program reviews for CT programs.
 - Needs to be completed every two years and be tactically on target.
 - There are some programs no longer viable; they do not really exist in terms of course offerings.
 - There needs to be a procedure to discontinue career and technical education programs.
 - There will be further discussion about courses that are no longer viable but haven't been removed from course offerings.
 - Even academic programs need to show whether they are a viable career as times change and they need to consider if a living wage can be made with the degree.

4. Vice President, Academic Affairs

- Enrollment 8,581
- Academic Services support will be going through an electronic conversion of files.
 - Will first identify a scanner.
 - Moving forward, everything that is submitted will be scanned into the cloud.
 - Old files stored in Acacia will need to be scanned and/or moved off-site.
- Spring schedule is on the web site and priority registration begins next week.
- Counselors, Deans, and Faculty are working through their teaching assignments.

5. Vice President, Administrative Services

- An email was sent to all-EVC that included the dates for the AURR.
- Lottery funds were allocated to the various departments.
 - Use of the funds must be instructional; they cannot be used for personnel.

6. Vice President, Student Affairs

- Ensuring they are clear in their marketing of registration.
- Many students have been affected by delays in funding due to government shutdown.

- o Financial Aid has identified \$150,000 for grant awards.
 - Approximately \$400 per student.
 - A simple process for students to submit their documents and the funds can have a quick turnaround.
- Working to provide better communication about the food pantry's hours.
- Looking at strategies to obtain additional hotspots for students.
 - o Approximately \$36,000 to \$40,000 per year is spent on hotspots.
 - o Down to less than 20 hotspots available and the need is great.
- Priority registration is coming up and communicated out through the various platforms.
 - o If students owe \$100 or more, they are placed on hold.
- No turkey giveaway this year as not everyone eats turkey; instead, they will have 80 \$50 gift cards to distribute.
 - o Food distribution is November 21, which will be augmented.
 - o Gift cards will also be augmented.

7. College President

- Encouraged everyone to maintain focus on the students in all interactions.
- Will be offering dates in the spring for all committee Chairs to report back to College Council on the work they're doing to accomplish their goals.
 - o Priorities Workgroups will be providing updates at the last two meetings in Fall and will provide additional updates late spring.
 - o Important everyone knows the priorities and goals; will be moving forward intentionally.
- Related to AP 7400 Employee Travel, will be working on processes internally to ensure expected travel and associated expenses are approved well in advance of expenses being incurred; there are many instances where approval is sought after the fact.
 - o Looking at how available funds are spent to ensure there is accountability for everyone.
 - o May be instances where attending a conference locally is more feasible than travelling out of state for a similar conference/training.
- 50th anniversary related spring events:
 - o There is a community day scheduled for Saturday, April 18.
 - Plan to close Tamien Way to set up booths, a car show, and elected officials in attendance with the main speaking area located near the Student Services Complex.
 - o Art show – will take place in March or April in the Art Gallery.
 - A number of alums will participate; many received degrees in the arts, graphic design, painting, and sculpture.
- Reminded everyone that if they have not already done so, to submit what they want their legacy to be; information is on the web site.
- Planning to take a photo on campus of all employees at next PDD; they may split into groups based on number of years employees have been at EVC.
- In partnership with Supervisor Arenas, will be sponsoring a Women's History Month event Saturday, March 7.
- Open hour with the President took place October 21; the next open hour will take place December 2.
 - o November 19 is the campus forum, which will include updates by the EVC constituent leaders on College Council.
- Encourage everyone to stop by the new café to check out their coffees and other offerings.

I. Adjourned at 3:51 p.m. – M/S/P (Brewster/Hendricks)

Faculty Hiring Prioritization (FHP)

Academic Year: 2025-2026

Final Score: 10/20/2025

Request	Average Score
Counseling (General)	17.3
Distance Education/BW	16.6
ENLACE (English)	16.6
ESL	16.0
Nursing	16.0
Anthropology	15.9
Chemistry	15.9
Computer Science	15.5
Business Information Systems	15.4
English	15.3
Automotive	15.3
BUS	15.0
Counseling (General)	15.0
Health and Wellness-Mental Health Counselor	14.4
Physics	14.3
Sociology	14.3
Foreign Language (World Languages - Vietnamese)	14.3
Health and Wellness-Nurse Practitioner	14.0
Visual Arts	13.8
English	13.7
Communication Studies	13.6
Counseling (General)	13.2
Automotive	13.1

Faculty Hiring Prioritization (FHP)

Academic Year: 2025-2026

The College's resource allocation process should align with the established strategic plan and institutional goals for meeting its mission. The resource allocation process should therefore

- strengthen the integration between institutional planning and financial planning;
- ensure a fair and equitable allocation of resources; and
- be easy to understand, assess and implement.

Faculty professionals play a critical role in fostering student success and strengthening the pursuit of the College's mission and commitment to *equity, opportunity, and social justice*. To recruit and hire innovative and exceptional faculty, the College must engage in a collaborative and data-driven process that identifies and prioritizes the needs of programs, departments, and divisions for permanent full-time faculty positions.

FHP Charge

- Review and rate the submission of new faculty positions to be hired out of general funds based on requests submitted annually in the Fall through Program Review and the Annual Updated Resource Requests (AURR).
- Discuss and prioritize each proposed position for submission to the College Council for review and approval.
- Evaluate and assess the effectiveness of the committee's adopted process and goals and recommend areas for improvement or refinement.

Faculty Hiring Prioritization Committee Composition (2-year terms)

Seat	Member Name	Term End
Co-Chairs		
Academic Senate President	Henry Estrada	N/A
Acting Vice President, Academic Affairs	Maniphone Dickerson	N/A
Members		
Vice President, Student Affairs	Howard Willis	N/A
Division Deans (3) - Appointed by the VPAA		
	Angel Fuentes	2026
	Robert Gutierrez	2027
	Antoinette Herrera	2027
Faculty (7) - Appointed by the Academic Senate		
Business & Workforce Development Division Faculty (1)	Nasreen Rahim	2026
Counseling Division Faculty (1)	Hanh Deng	2026
Language Arts and Library Division Faculty (1)	Rich Longacre	2026
At Large Full-time Faculty appointed by Academic Senate (1)	TBA	2027
STEM Division Faculty (1)	Darcy Ernst	2026
Nursing & Allied Health Division Faculty (1)	Peter Miskin	2027
Social Sciences, Arts & PE Division Faculty (1)	Grace Estrada	2027

*Consider possible rotation on appointments to ensure institutional knowledge

Scoring Rubric

EVIDENCE FROM PROGRAM REVIEW/ANNUAL UPDATE RESOURCE ALLOCATION REQUEST		
1.	Percent of Full-Time Faculty in Department (Faculty and Staff page)	
	Full-Time Faculty hours or load	
	Part-Time Faculty hours or load	
	Total faculty hours or load	
	Total Headcount of Full-Time Faculty	
	Total Headcount of Part-time Faculty	
	Ratio of Full-time Faculty to FTEF	
	Ratio of Full-time Faculty to Load	
	(Total out of 5) Scoring Guideline: (Ratio of 0 = 5; 0.2 = 4; 0.4 = 3; 0.6 = 2; 0.8+ = 0)	
2.	Program/Department Demand (Over Three Years) (Criteria for Resource Allocation page)	
	# of Sections and Fill Rate (average)	
	# of Declared Majors	
	# Program completion rate (average)	
	# of Orientations/Workshops (average)	
	(Total out of 6) Scoring Guideline: (increasing = 4 - 6; stable = 2 - 3; decreasing = 0 - 1)	
3.	Progress on Department Goals and Commitments	
	Description of the progress on achieving the department/program's goals that was established in the last program review, and how the new faculty position would help achieve these goals.	
	(Total out of 1)	
4.	SLO/PLO/ILO Assessment Results (Student Learning and Service Area Outcomes and Assessment page)	
	Assessment results show the need for this faculty position	
	(Total out of 1)	
5.	Other relevant evidence for new faculty position	
	Replacement (e.g., Resignation, Retirement, Death, Accreditation Requirements, etc.)	
	Program viability (e.g., Tesla, Honda, Athletics, Health Sciences, etc.)	
	Increase demand for academic discipline or program (e.g., labor market data, student need, etc.)	
	Institutional trends, Labor Market/Occupational demands, etc.	
	Health/safety issues (e.g. OSHA/ADA compliance)	
	State, federal, and other regulatory mandates (e.g. CCN, AB928)	
	Other justification, information, and/or data to be considered; e.g., external program accreditation	
	(Total out of 7)	
	Total score out of 20 possible points	

2025-2026 Timeline (TENTATIVE/DRAFT)

Month	Milestone
September 17	Faculty Hiring Prioritization (FHP) Committee convenes and reviews membership and confirms timeline
September 24	Members review the final rubric
October 2-7 th 1st	Communication out to the college campus from AS and VPAA
October 8th	The Faculty Hiring Prioritization (FHP) committee to agree on the updated timeline and clarification discussion:
October 8-10th	Data request from the co-chair to the research analyst
October 10th	The committee reviews the communication prior to emailing the campus.
October 15	Faculty Hiring Prioritization (FHP) committee review and decision (committee members complete their reviews of the AURR and PR)
October 20 th	The Faculty Hiring Prioritization (FHP) committee forwarded the Final decision to send to the College Council to place on the agenda
October 27	College Council Agenda (First read and Information)
November 10th	College Council Agenda (Second read and Action)
November 24-December 12	President Announces Approved Positions
December 12-January	Begin Position Description and Job Announcement Process
January 2025	Position Description and Job Announcement Process
March/April 2025	New Faculty Selected & Recommended for Fall 2026 start date



COLLEGE COUNCIL GOAL - FY2025/2026

GOAL:

Improve EVC communications to ensure employees and students receive information about college initiatives and committees, activities pertaining to student success and completion, and College Council updates.

METHOD:

EVC's President and Cabinet, as well as a representative from Academic Senate, Classified Senate, Associated Student Government, and MSC (Managers, Supervisors, Confidentials) will host a quarterly College forum (in-person and Zoom - hybrid) to provide campus updates or answer questions from EVC employees (November, February, April)

OUTCOME:

EVC employees will receive campus information from all college constituency groups.



COLLEGE COUNCIL MINUTES
November 24, 2025

Present: Andrea Alexander, Maniphone Dickerson, Sean Dickerson (for Ebonnie Berry), Ariana Estrada, Grace Estrada (for Kelly Nguyen-Jardin), Henry Estrada, David Hendricks, Vinicio Lopez, Juan Manriquez, Vicky Nelson, Kelly Nguyen-Jardin, Mike Osorio (for Victor Garza), Bryana Perez (for Vicki Brewster), Howard Willis

Also Present: Penny Garibay (minutes), Robert Gutierrez, Sam Morgan, Eric Narveson, Sean Stewart

Absent: Josephine Aguirre, Silvano Navarro

A. Call to Order – Meeting called to order at 2:02 p.m.

B. Adoption of Agenda – M/S/P (B. Perez/D. Hendricks)

C. Approval of Minutes

1. October 13, 2025 – **M/S/P (D. Hendricks/H. Estrada)**
2. October 27, 2025 – **M/S/P (J. Manriquez/ H. Estrada)**

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

- Eric Narveson shared that the Archives Committee will reconvene beginning spring 2026 and would like to be included when the committee Chairs provide their reports in the spring.
- David Hendricks shared on behalf of Sylvia Min, Coordinator for the Women and Gender Studies Program.
 - WGS program's visibility and viability are at risk.
 - Interdisciplinary nature makes institutional support difficult; program does not fit neatly into one department.
 - Difficulty maintaining timely program review due to structural challenges.
 - Women's Studies 10 course historically offered in two sections per semester; now often down to one.
 - Loss of full-time WGS faculty member Charlie Kahn-Lomax (retirement).
 - Need to ensure institutional support for completing program review.
 - Provide support for increasing or restoring sections of Women's Studies 10.
 - In upcoming English and Sociology faculty searches, consider candidates with FSA in Women & Gender Studies to help sustain the program.

E. Recognitions/Announcements

- Ariana Estrada expressed appreciation for:
 - Artist Alley – they did an amazing job.
 - Open forum.
 - Prof. Kaufmann and students for the "50 Years of Life, Laughter, and Learning" production, as well as faculty and staff who contributed interviews to the production.
- Grace Estrada expressed appreciation for campus leadership hosting the community forum.
- VP Willis acknowledged Leaf by Leaf event's participants and presenters.

- VP Dickerson recognized the women's and men's soccer teams for advancing in playoffs, with special acknowledgment for the coaches and Dean Stewart.

F. Information/Discussion

1. Community College Survey of Student Engagement (CCSSE)

Deans Gutierrez and Morgan provided a presentation.

- Excelencia in Education Sponsorship - Community Colleges Transforming by Engaging Latino Students 2023-2027.
 - o Year 1 – measure student engagement
 - o Year 2 – intentionally using disaggregated course-level data.
 - o Year 3 – policy review
 - o Year 4 – TBD
- College is working toward the Seal of Excelencia, potentially becoming the first Northern California community college to earn it.
- Only three community colleges are among the 48 colleges involved.
- Plan is to submit application in the spring to be certified.
- Will be obtaining student participation and relying heavily on faculty relationships.
 - o Planning student events around students having a voice.
 - o Looking to incentivize students to participate.
 - o Administration window: Week 5 of Spring semester through May 6.
 - o Survey administered online; students receive unique codes.
 - o Survey is about 20 minutes; for students this is a long time, which is why the incentive is useful.
- Emphasis on maximizing participation through:
 - o Faculty partnerships
 - o LMS integration
 - o Marketing and outreach
 - o Incentives (food, events, lab sessions)
- Need student ambassadors and staff to help promote.
- New 2026 survey will include faculty self-reflection component.

2. Priorities Workgroup III, Retention & Completion

President Lopez shared a slide that showed the four workgroup priorities; he would like everyone to be familiar with them.

Dean Morgan provided a presentation on Priority III.

- Dean Morgan and Dean Garza are co-chairs for the workgroup.
- Presentation included a link that goes to a document in SharePoint that provides the work they've been doing toward Priority III
- Student Tracker through the National Student Clearinghouse provides information for any program with a cohort; everyone is encouraged to make use of the service.
- Shared strategies to implement a comprehensive education plan for all students.
- First Year Experience (FYE) Cohort Data – 2020 Cohort
 - 210 students in cohort; persistence:
 - o Fall → Spring: 85% (178 students)
 - o Fall → Fall: 79%
 - 50% achieved a successful outcome (degree, certificate, or transfer).
 - Opportunities for follow-up:
 - o 16 students still enrolled but not completed.
 - o 82 students not enrolled and did not complete.

- W's & SAP Initiative – Spring 2025 Cohort
 - Focused on students with withdrawals or Satisfactory Academic Progress (SAP) issues.
 - Outreach to 369 students; 76 attended new Student Success Workshops.
 - Workshops covered SAP, financial aid compliance, and success skills.
- Emergency CalFresh Grant (in response to SNAP/government shutdown)
 - 222 students awarded \$400 each (total \$88,800).
 - 82% have registered for Spring 2026 (persistence indicator).
 - Support staff (Center Ambassadors, Counseling) will follow up with the 40 students not yet registered.
- Excelencia Initiative Focus
 - Reviewing Title 5 AP 5031 compliance regarding instructional materials.
 - Goal: Increase OER, Zero-Textbook-Cost (ZTC), and Low-Textbook-Cost (LTC) adoption.
- Comprehensive Education Plans (CEPs) – Title 5 Compliance
 - Requirements: Accessible, electronic, aligned with educational & career goals, tied into Student Equity Plan.
 - CEP summary (Fall 2022–Spring 2024):
 - Only 17% of first-year students have comprehensive plans.
 - Only 9% by first primary term.
 - State goal: Approach 100% by 2030.
- Identified Challenges
 - Insufficient counselor staffing for required number of CEPs.
 - Complexity of students changing majors (requires staff intervention, not self-service).
 - Need for improved accuracy of declared majors at application.
- Move forward with developing Education Plan Clinics in Spring 2026 (drop-in and in-person support).
- Continue targeted outreach for unregistered CalFresh grant recipients.
- Prioritize front-loaded strategies (early admissions programs, English/Math academies) to increase CEPs.
- Begin exploring technology solutions to support counseling and planning capacity.
- Follow up with 40 students who received emergency grants but have not registered for Spring 2026.
- Develop and launch Education Plan Clinics (Spring 2026).
- Create progress monitoring system for students without CEPs.
- Improve major verification process to ensure declared majors match student intent.

3. Priorities Workgroup I, Scheduling

Dean Stewart provided a presentation; he was also standing in for Dean Crary

Purpose & Goals

- Modernize the course schedule to create a student-ready scheduling model.
- Improve graduation, success, and completion rates through strategic scheduling.
- Ensure students can map degree/program plans clearly.

Focus Areas

- Program pathways & time-to-completion mapping
- Student-centered scheduling patterns
- Enrollment trends & course demand
- Student, faculty, and counselor feedback
- Data-driven decisions
- Marketing, communication, transparency

- Equity and access

Current Work

- Student and Faculty Surveys:
 - o Student survey completed and ready for ASG distribution.
 - o Faculty survey will mirror the student version to compare expectations vs. needs.
- Program Mapping:
 - o Each dean attempted to map programs to 2–3 year completion based on existing schedules.
 - o Only 1 program per dean could be mapped → highlights barriers students face.
- Modality & Availability Analysis:
 - o High faculty preference for online courses.
 - o Need to examine student modality preferences.
- Block Scheduling Exploration:
 - o Considering 8-week block scheduling (Odessa College model).
 - o Benefits: higher completion, fewer withdrawals.
 - o Challenges: Requires 2+ years of pilot time before meaningful results.
 - o Fatigue concerns for faculty and students → need training for accelerated teaching.

Additional Scheduling Considerations

- Completion/success rate reports newly shared with faculty.
- Continued analysis of:
 - o Waitlist trends
 - o Course persistence (drop-off patterns)
 - o Transfer narrative vs. program completion messaging.
 - o Overloaded 9am–1pm schedule block.
 - o Outlier programs do not follow college scheduling blocks.
- Need to avoid “leaving scheduling gains on the table” by maintaining outdated practices.

President Lopez comments on scheduling:

- Supports exploring:
 - o 8-week models
 - o Evening and weekend programs
 - o More online degrees if demand and faculty capacity exist.
- Encourages **cohort-based scheduling**, especially for working adults.
- Emphasizes institutional commitment and patience during pilots.
- Notes need for:
 - o Wrap-around services.
 - o Clear, multi-year schedules (2–3+ years ahead).
 - o Coordinated faculty assignments for accelerated models.

Council feedback:

- Recognition that most community college students are not full-time, so three-year program paths should be considered.
- Online degrees are feasible in some disciplines (e.g., CS, data science).
- Concern about 8-week feasibility in heavy lab courses (e.g., Physics, Biology).
- Importance of training faculty for 8-week pedagogy.
- Students expressed enthusiasm for 8-week options, especially working students.

4. Responses from College Council 2024/2025 Annual Effectiveness Assessments

- Reviewed assessment responses from the prior year.
- Only 4 submissions received (many prior members were no longer present).
- Feedback themes:
 - o Goals exceeded the time available last year.
 - o Need better communication with constituents.
 - o Deliverables were completed but rushed.
 - o Recommendation: improve quality and pacing of goal work.
- Accreditation Considerations
 - Committees need:
 - o Annual assessments.
 - o Public posting of minutes and actions.
- Prepare to use updated annual review forms in April/May.
- Ensure committees maintain consistent minutes for accreditation.
- Academic Senate is developing its own version of the form for senate-reporting committees.

5. College Committee Chair Reports Schedule – Spring 2026

- Schedule committee report-outs earlier to avoid being rushed at year-end.
- Proposed report-out meeting dates: March 23, April 13, April 27, May 11 (Spring 2026).
- 11 committees expected; likely 3–4 report-outs per meeting.

G. Action

1. Faculty Hiring Prioritization Committee Recommendation (H. Estrada/M. Dickerson)

- Prioritization list presented for a vote following prior information session.
- Sorting based on total rubric scores.
- Plan to revise process/rubrics in spring rather than waiting for fall.

M/S/P (B. Perez/ A. Estrada)

H. Reports

1. Associated Student Government President

Ariana Estrada reported on behalf of ASG President

- Finished online open forum for students.
- First portion of the districtwide strategic plan was released and Ariana shared it at the ASG meeting.
- EVC and SJCC ASG will be meeting today to promote better communication between the two campuses.

2. Classified Senate President

No updates to share.

3. Academic Senate President

Henry Estrada presented.

- Program Viability Review Process:
 - o New process aligned with AB4021 to evaluate programs not recently offering classes, especially in CTE.
 - o Emphasis on data review, industry demand analysis, and clear discontinuation procedures.
- Common Course Numbering Transition:
 - o Streamlined process approved for updating course subject codes to new statewide standards without requiring full course redesign.
 - o Ensures articulation is preserved.

- Zero-Textbook-Cost (ZTC) Initiative:
 - o Senate moving toward policy for expanded ZTC options as an equity effort.

4. Interim Vice President, Academic Affairs – Maniphone Dickerson

- Enrollment & Scheduling Updates (Spring 2026)
 - Current counts:
 - o Spring 2026: 5,411 students (down ~800 from last year).
 - o Intercession: 885 students (down ~100).
 - Section counts similar to last year (~781 vs. ~800).
 - Variances due to:
 - o Removal of placeholder “bot” enrollments.
 - o Drop-for-nonpayment policy timing differences.
 - Departments requesting missing sections noted (e.g., history, developmental psychology); holistic review underway.

5. Vice President, Administrative Services – Andrea Alexander

- Drop for non-payment reminder.
 - Scheduled for December 11.
 - Expected to clarify true enrollment and open waitlist movement.

6. Vice President, Student Affairs – Howard Willis

- High School & Community Partnership Day December 5; ~120 participants expected.
- Bridge to STEM Orientation launching via partnership with Hispanic Foundation of Silicon Valley.
- Final Food Distribution of Fall Term December 5.

7. College President – Vinicio Lopez

- Professional Development Day to include:
 - o Report-outs.
 - o In recognition of 50th anniversary, planning for interactive activities.
 - Individuals speak to the significance of EVC.
 - Showcase talents (e.g., performances, readings, faculty-led activities).
 - Aiming for a celebratory, engaging, non-traditional PDD.
 - Collegewide photo in anniversary shirts—around 8:45–9:00 AM in the quad
- Work will continue on institutional priorities and more updates provided.

**I. Adjourn – Meeting adjourned at 4:00 p.m.
M/S/P (H. Estrada/D. Hendricks)**

CCSSE 2026

Community College Survey of Student Engagement



Presentation, Informational
EVC Academic Senate, Nov 18th, 2025
Sam Morgan, Dean of Enrollment Services
Robert Gutierrez, Dean of Language Arts & Library

What We'll Cover

- Excelencia in Education Sponsorship
- CCSSE Overview and Core Benchmarks
- 2026 Administration Timeline Overview
- CCFSSE Overview
- EVC CCSSE 2023 Summary Report





Excelencia in Education Sponsorship

Community Colleges Transforming by Engaging Latino Students 2023 - 2027

YR 1



measure student
engagement

YR 2



intentionally using
disaggregated
course-level data

YR 3



policy review

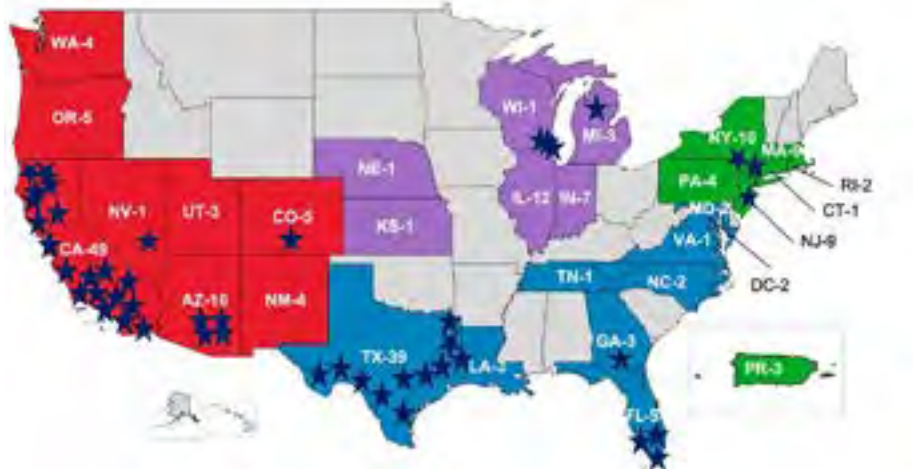
YR 3

?



Excelencia in Education Sponsorship

Excelencia in Action (E-Action) Network College Presidents



Colleges and universities in the E-Action network lead the nation in enrolling and graduating Latino students

Seal of *Excelencia* Framework





Seal Certified College and Universities

Angelo State University (ASU)
Arizona State University (ASU)
Austin Community College (ACC)
California State Polytechnic University, Humboldt (Humboldt)
California State University Channel Islands (CSUCI)
California State University, East Bay (Cal State East Bay)
California State University, Fresno (Fresno State)
California State University, Fullerton (Cal State Fullerton)
California State University, Long Beach (CSU Long Beach)
California State University, Los Angeles (CSU Los Angeles)
California State University, Northridge (CSU Northridge)
California State University, Sacramento (Sacramento State)
California State University, San Bernardino (CSUSB)
California State University, San Marcos (CSUSM)

Cerritos College

Dalton State College (Dalton)
Florida International University (FIU)
Grand Valley State University (GVSU)

Hartnell College

Long Beach City College (LBCC)

Mercy University
Metropolitan State University of Denver (MSU Denver)
Miami Dade College (MDC)
Phoenix College

Pima Community College
Richard J. Daley College (Daley College)
Rutgers University-Newark (Rutgers-Newark)
San Antonio College (SAC)
San Diego State University (SDSU)
San Francisco State University (SFSU)
San José State University (SJSU)
South Texas College (STC)
St. Edward's University (St. Edward's)
Sul Ross State University (SRSU)
Texas Woman's University (TWU)
The University of Texas at Arlington (UTA)
The University of Texas at El Paso (UTEP)
The University of Texas at San Antonio (UTSA)
The University of Texas Rio Grande Valley (UTRGV)
University at Albany (UAlbany)
University of Arizona (UA)
University of California, Merced (UC Merced)
University of California, Riverside (UC Riverside)
University of California, Santa Cruz (UC Santa Cruz)
University of Central Florida (UCF)
University of Illinois Chicago (UIC)
University of Nevada, Las Vegas (UNLV)
Wilbur Wright College (Wright College)

CCSSE Overview

Community College Survey of Student Engagement



- Survey tool focused on student engagement and learning experience
- 900 CCs and 3 Million Plus Students since 2008
- Measuring Progress and National Benchmark
- Spring 2026 [Participating](#) Community Colleges (131 US), (7 CCCs)
- Core Benchmarks

CCSSE's Five Core Benchmarks



Active & Collaborative Learning – how often students work together, discuss in class, present, engage in service learning, apply concepts.

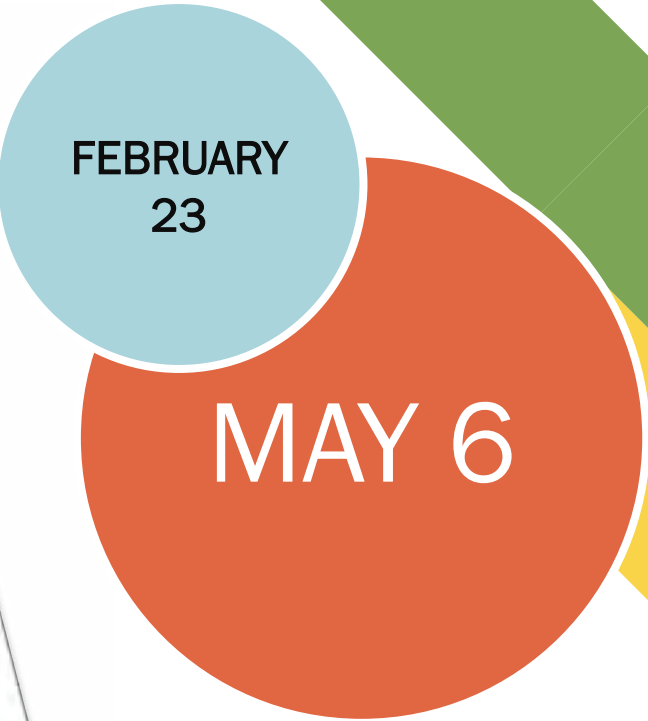
Student Effort – the time and energy students devote to academic work (e.g., preparing drafts, reading, studying).

Academic Challenge – the degree to which coursework demands higher-order thinking, integration, quantity of writing, rigor of exams.

Student-Faculty Interaction – the quality and frequency of contact with instructors: discussions, feedback, advising.

Support for Learners – the extent to which the institution provides academic and non-academic supports: tutoring, advising, resources, welcoming environment.

source: <https://cccse.org/ccsse/annotated-bibliography>



MAY 6

2026 Online Administration Timeline Overview

Procedures Guide for Administering Online Survey

COMMUNITY COLLEGE SURVEY OF STUDENT ENGAGEMENT

Tips for a Successful Online Administration

How to Use This Guide

This document provides tips to support colleges in engaging faculty, staff, and students, as well as in maximizing survey response counts.

Additional information about the online administration can be found in the [Survey of Faculty](#) and in related documents that are available on the [Online Administration Page](#) of the [CCSSE website](#). Colleges receive access to this webpage in early November via a welcome email from their CCSSE Liaison.

Planning

The first step in a successful CCSSE administration is for the college's Campus Coordinator to establish regular, early communication about the survey with the campus community. Encouraging students to participate in an online survey and gathering a high number of survey responses can be challenging and requires planning and implementing a survey promotional and communication strategy.

TIPS TO INCREASE PARTICIPATION

Leverage social relationships:

- ▶ Ask faculty to encourage and remind their students to participate. Additional information about partnering with faculty can be found in the [Engaging Faculty Guide](#).
- ▶ To announce the survey, include an image of leadership or someone students are familiar with, like a student services coordinator, to create a visual connection to the survey.
- ▶ Students are more likely to respond if they receive announcements and reminders from faculty and staff and not solely from your college's LMS or their email.
- ▶ Work with student groups such as student council to advertise the survey and reach diverse groups of students.
- ▶ Use the [Campus Memo to Faculty: Survey Best Administration](#) to encourage student participation and have college leadership remind students to participate mid-administration.

Digital promotions and communications:

- ▶ Advertise and promote the survey using your college's LMS. You can create a shell course in the LMS and enroll all survey-eligible students in that course. Some colleges use their LMS to direct message students and others have created banner ads or posted survey progress updates.
- ▶ Use the [Survey Announcement](#) to announce the survey and include contact information, information about how students will receive their survey invitation, and why their responses are valued. After the survey launches, post regular updates of survey response counts and send targeted reminders.

COMMUNITY COLLEGE SURVEY OF STUDENT ENGAGEMENT

Engaging Faculty in the Online Survey Administration

For the in-class CCSSE administration, instructors provide a critical resource—their class time—to ensure adequate response rates and usable data for the college. While the online administration of CCSSE is different in that it does not require use of class time, faculty still play a vital role in helping the college have a successful survey administration. This role involves communicating about the survey to their students and encouraging participation.

Faculty who are engaged with survey results are more likely to be strong advocates for student participation. College leadership can partner with faculty in a variety of ways, including the following:

- Starting meetings with a data point relevant to instruction from the college's most recent CCSSE results.
- Using [CCSSE Tools](#) to review and share survey results.
- Creating faculty work groups to review CCSSE survey results and explore how best to use the data to influence practice, and
- Having ongoing conversations about student success using CCSSE results.

Some faculty have helped their colleges increase survey responses by doing one or more of the following:

- Encouraging student participation.
- Reminding (students to) participate.
- Communicating to student(s) about why the survey data are valuable for the college.
- Assigning the survey as homework, and
- Providing class time for survey completion.

While we do not necessarily endorse each strategy, some colleges have successfully used these strategies to increase responses.

The following templates can assist college leadership in partnering with faculty to encourage student participation in the online CCSSE survey. Additional tools that can be used for analyzing and communicating about CCSSE results are listed at the end of this document.

CCSSE Student Survey Sample

CCSSE
College Community Survey of Student Engagement

SURVEY OF STUDENT ENGAGEMENT

Instructions: It is essential that you use a No. 2 pencil to complete the survey. Mark your answers as shown in the following examples.

Consent Form

Consent ☐ Decline ☐

Survey Results

	Very often	Often	Sometimes	Never
1. Did you begin college at this college or elsewhere?				
2. Thinking about this current academic term, how would you characterize your enrollment at this college?				
3. Have you taken this survey in another class this academic term?				
4. In your experience at this college, during the current academic year, about how often have you done each of the following?				
a. Asked questions in class or contributed to class discussion				
b. Made a class presentation				
c. Prepared for a paper or project that required integrating ideas or information from various sources				
d. Came to class without completing readings or assignments				
e. Worked with other students outside of class to prepare for class				
f. Worked with classmates outside of class to prepare for class				
g. Worked with other students inside or outside of class to prepare for class				
h. Worked with other students inside or outside of class to prepare for class				
i. Participated in a community-based project				
j. Participated in a community-based project				
k. Used a social media site to communicate with other students				
l. Used a social media site to communicate with other students				
m. Discussed grades or assignments with other students				
n. Discussed grades or assignments with other students				
o. Discussed grades or assignments with other students				
p. Discussed grades or assignments with other students				
q. Discussed grades or assignments with other students				
r. Discussed grades or assignments with other students				
s. Discussed grades or assignments with other students				
t. Discussed grades or assignments with other students				
u. Discussed grades or assignments with other students				
v. Discussed grades or assignments with other students				
w. Discussed grades or assignments with other students				
x. Discussed grades or assignments with other students				
y. Discussed grades or assignments with other students				
z. Discussed grades or assignments with other students				

How long does the survey take to complete?

≈ 20 min

Community College **Faculty Survey** of Student Engagement (**CCFSSE**)



- captures faculty perspectives on student engagement and teaching practices.
- Comprehensive approach invites all faculty in eligible courses
- aligns with CCSSE to compare student and faculty views on engagement
- Supports campus-wide discussion and improvement of student success strategies

Source: <https://cccse.org/ccsse/ccfsse>

Sample of CCFSSSE (faculty) Survey

COMMUNITY COLLEGE FACULTY SURVEY OF STUDENT ENGAGEMENT

CCFSSE Survey Items

Survey Introduction

For the purpose of this survey, please think about the course section listed in the e-mail invitation that contained the Access Code you used to enter the survey.

If you are no longer teaching the course listed in the e-mail or do not have access to the e-mail, please think about a class you are currently teaching when completing the survey.

Please note that some survey items may be more or less applicable depending on the modality or subject of the course you are being asked to evaluate. Instructors or courses that rather to gather the faculty perspective on student engagement, individual faculty names and identifying information will not be included in survey results, so please be completely candid.

Survey Items

1. During this academic term, does your institution consider you to be employed part-time or full-time?

- Part-time
- Full-time

2. During the current academic term, how many hours are you teaching at this college?

- 1 to 3 hours
- 4 to 6 hours
- 7 to 9 hours
- 10 to 12 hours
- 13 to 15 hours
- 16 to 18 hours
- More than 18 hours

3. In what discipline do you primarily teach at this college?

- Business
- Education
- Health Sciences
- Humanities/Liberal Arts
- Professional/Trade/Industry
- Public Safety
- Social Sciences
- STEM
- Other: _____

Page 1 of 4

© 2009 CCCSE - The Community of Colleges in Seattle

4. If your primary students are enrolled in your selected course section:

- Less than 10
- 10 to 19
- 20 to 29
- 30 to 39
- 40 to 49
- 50 or more

5. How do you, as an instructor, spend your time in your selected course section?

- None
- 1 to 3
- 4 to 6
- 7 to 9
- 10 to 15
- 16 to 20
- 21 or more

6. How do you, as an instructor, spend your time in your selected course section?

- None
- 1 to 3
- 4 to 6
- 7 to 9
- 10 to 15
- 16 to 20
- 21 or more

7. Are you currently teaching former courses at this college?

- Yes
- No

8. Are you currently teaching developmental/basics courses at this college?

- Yes, I teach ONLY developmental/basics courses
- Yes, I teach BOTH developmental and college-level courses
- No, I teach ONLY college-level courses

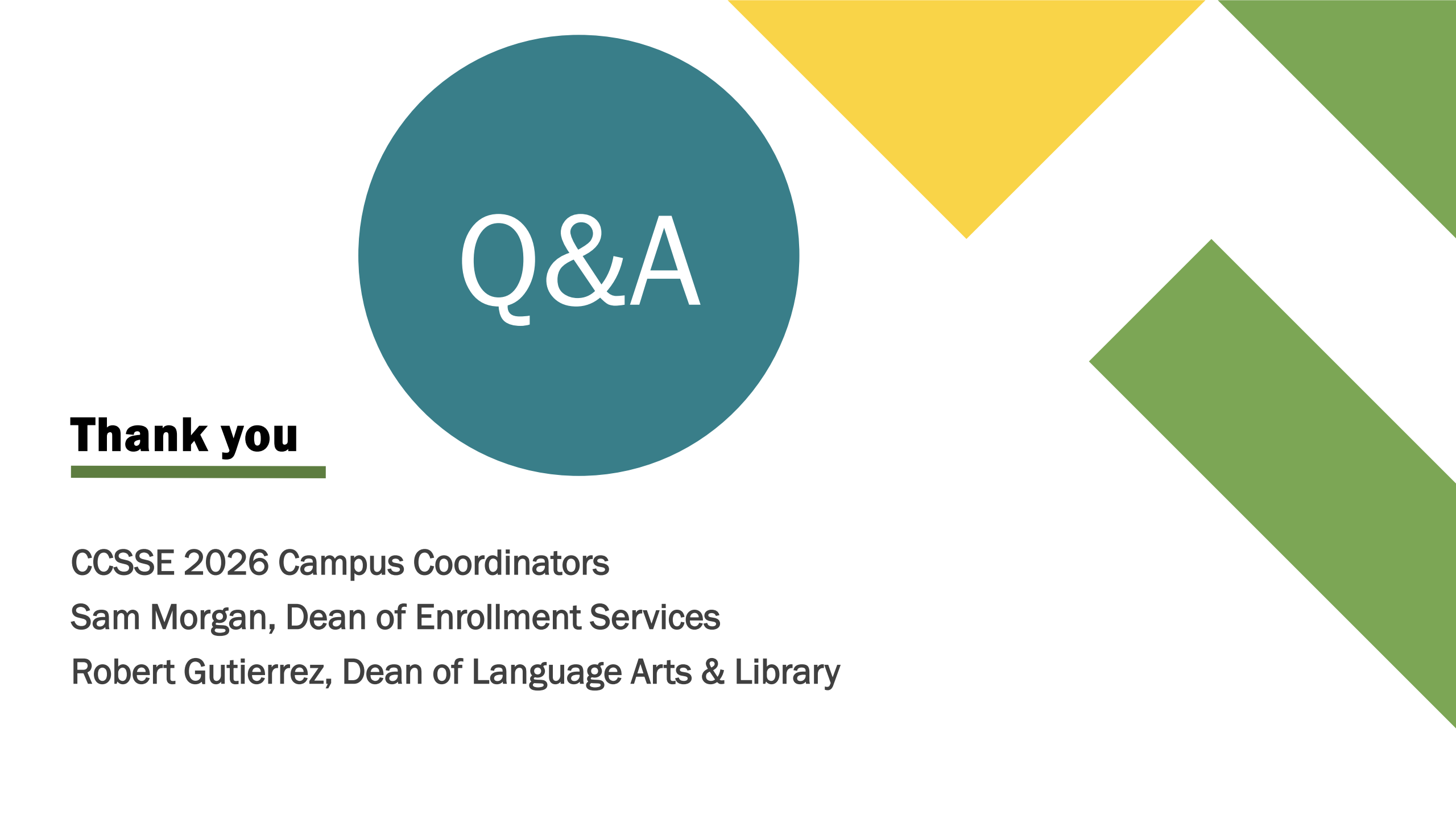
9. How often do students in your selected course section do the following?

	Very often	Often	Sometimes	Rarely	Never
Ask questions in class or contribute to class discussions	Very often	Often	Sometimes	Rarely	Never
Make a class presentation	Very often	Often	Sometimes	Rarely	Never
Prepare for or present a paper or assignment before writing it	Very often	Often	Sometimes	Rarely	Never
Write on a paper or present that requires integrating class or information from several sources	Very often	Often	Sometimes	Rarely	Never
Complete readings or assignments	Very often	Often	Sometimes	Rarely	Never

© 2009 CCCSE

EVC 2023 CCSSE

CCSSE 2023
Executive Summary
of Results



Q&A

Thank you

CCSSE 2026 Campus Coordinators

Sam Morgan, Dean of Enrollment Services

Robert Gutierrez, Dean of Language Arts & Library

STUDENT SUCCESS AND COMPLETION **PRIORITY III**

**SAM MORGAN
DEAN OF ENROLLMENT SERVICES**



**EVERGREEN
VALLEY COLLEGE**

EVERGREEN VALLEY COLLEGE

AREAS OF FOCUS

- ✓ **FYE Data (2020 Cohort)**
- ✓ **W's and SAP Pilot**
- ✓ **Cal-Fresh Emergency Grant**
- ✓ **Excelencia (OER/ZTC) and Community College Survey of Student Engagement (CCSSE)**
- ✓ **FYE Program**
- ✓ **Comprehensive Education Plans**
- ✓ **Question/Answer**



Priority III: Completion

FYE: STUDENT TRACKER (NSC)



FYE Fall 2020 Cohort

	# enrolled for Fall 2020 (Census)		# retained for Fall 2020 (last day of term)		# persisted to Spring 21		# persisted to Fall 21		# graduated in 3 years by Spring 23 (certificate)		# graduated in 3 years by Spring 23 (Associates)		# transferred to 4 year by Fall 2025 (NSC data) (unduplicated)		# of unduplicated successful students by Fall 2025 (either earned an award or transferred)		# of students still enrolled in the Fall 2025		# of students who didn't graduate, transfer or stay enrolled by Fall 2025	
	n	%	n	%	n	%	n	%	n	%	n	%	n	%	n	%	n	%	n	%
2020 Cohort	210	100%	203	97%	178	85%	160	79%	31	15%	74	35%	48	23%	105	50%	16	8%	82	39%

W'S AND SAP PILOT: FALL 2025

Students

W (Spring 2025)	155
SAP	144
Both	70
TOTAL	369

Calling Campaign

Reached	31
Unreachable	11
Left Message	52
Already RSVP	30
TOTAL	124

EVERGREEN VALLEY COLLEGE

THRIVE IN COLLEGE
TOOLS FOR SUCCESS

LEARN HOW TO THRIVE AT EVC

Attend ONE College Comeback workshop:

- 11/3/25 Zoom Meeting:**
2 pm to 3 pm
Scan QR code for Join instructions:
- 11/6/25 In-Person Meeting:**
1 pm to 2 pm, Room LA 225, Language Arts Building
- 11/12/25 Zoom Meeting:**
2 pm to 3 pm
Scan QR code for Join instructions:
- 11/17/25 In-Person Meeting:**
10 am to 11 am, Room LA 107, Language Arts Building

www.evc.edu

Workshop Attendance

11/3/25 (Zoom)	30
11/6/25 (Face to Face)	7
11/12/25 (Zoom)	30
11/17/25 (Face to Face)	8
TOTAL (21%)	76

- ☑ **Working w/ various EVC constituency groups to update AP 5031 and ensure compliance with Title 5, 54221**
 - **Goal(s): increase OER/ZTC/LTC**
- ☑ **CCCSE administration will include a custom survey question regarding instructional materials**
 - *Gain insights into the student experience:*
 - *Basic needs , education plans, financial aid, instructional materials, etc.*



EVERGREEN VALLEY COLLEGE

CALFRESH EMERGENCY GRANT

✓ **\$400 have been awarded to 222 students (\$88,800)**

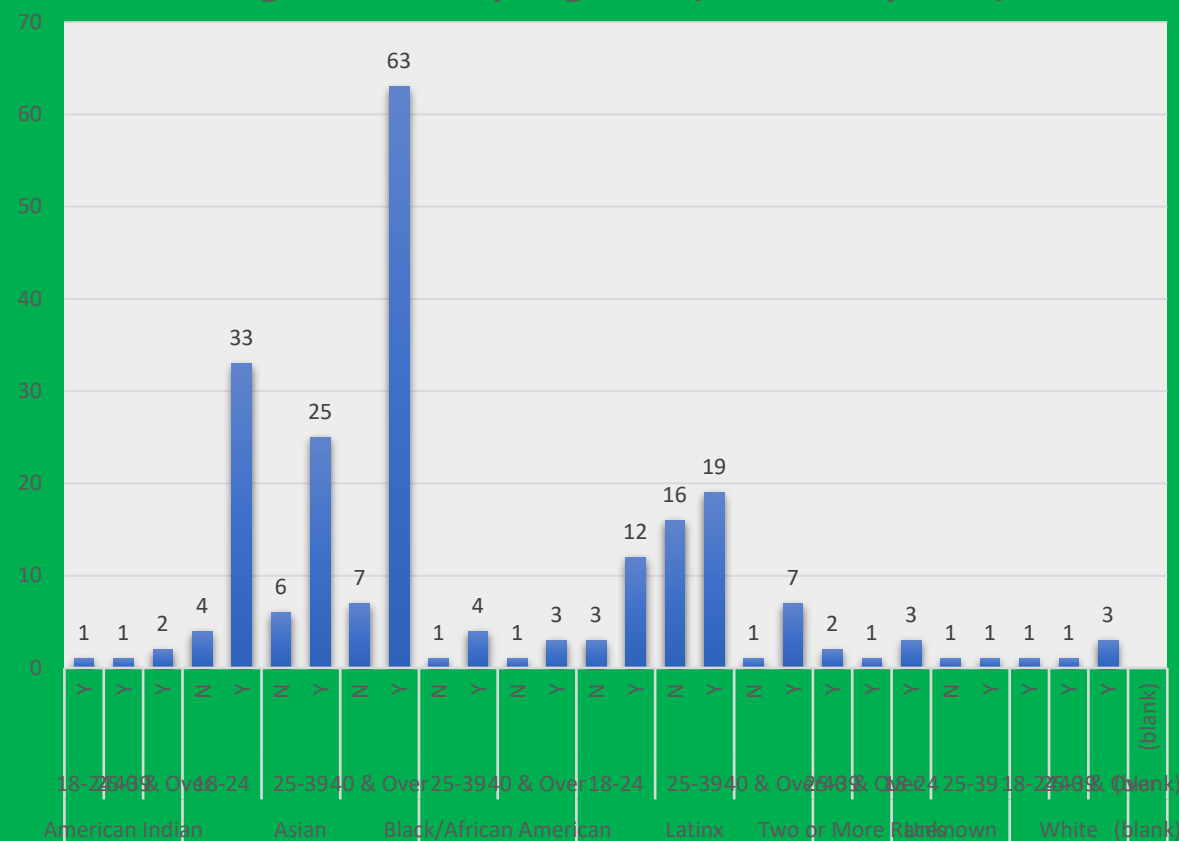
✓ **182/222 (82%) of these students have registered for Spring 2026:**

- 121 Asian
- 38 Latinx
- 7 African American
- 5 White
- 4 American Indian
- 4 Did not disclose
- 3 Two or More Races

✓ **Of the 40 that haven't registered yet for Spring 2026:**

- 20 Latinx (17 female, 3 male)
- 17 Asian (9 male, 6 female, and 2 did not disclose)
- 2 African American (1 male, 1 female)
- 1 Did not disclose (1 male)

Registered for Spring 2026 (Grant Recipients)



COMPREHENSIVE ED. PLANS

✓ Title 5 (55520, 55524) and Student Equity Plan (2025-2028)

Comprehensive student education plans must incorporate the student's interest, career and education goal, major, potential transfer institution, the courses and requirements needed to complete the course of study, and they must be accessible, timely, and recorded electronically. The comprehensive plan should also include any needed referrals to other support and instructional services as appropriate. (§55524).

- The 2025-28 Student Equity Plan (SEP) template was reframed by the statewide SEP Task Force. The new template includes two important additions that address recommendations 16 and 19, respectively. First, the new SEP requires colleges to monitor data and create strategies to equitably ensure students receive comprehensive education plans early—with a primary goal in the first semester and a secondary goal by the end of the first academic year (Section 12). Second, it centers transfer as a priority metric, asking colleges to analyze data and identify the root causes of why students do not transfer. It also requires colleges to identify strategies to remove transfer barriers, address student needs, and create clear transfer pathways (Section 10).

EVERGREEN VALLEY COLLEGE

EDUCATION PLAN DATA

EVC Comprehensive Student Education Plans					
Academic Year Cohort	Total Number of Enrolled Students in Cohort	# of Students Who Received a Comprehensive Ed Plan by End of First Primary Term	% of Students Who Received a Comprehensive Ed Plan by End of First Primary Term	# of Students Who Received a Comprehensive Ed Plan by End of First Academic Year	% of Students Who Received a Comprehensive Ed Plan by End of First Academic Year
Fall 2022 Cohort (Comprehensive Ed Plan by 6/30/2023)	4,751	407	9%	755	16%
Spring 2023 Cohort (Comprehensive Ed Plan by 12/31/2023)	4,477	348	8%	864	19%
Fall 2023 Cohort (Comprehensive Ed Plan by 6/30/2024)	5,337	516	10%	875	16%
Spring 2024 Cohort (Comprehensive Ed Plan by 12/30/2024)	4,636	359	8%	774	17%

STRATEGIES: COMPREHENSIVE EDUCATION PLAN IMPLEMENTATION FOR ALL STUDENTS

- ☑ **Education Plans and Onboarding: EAP, ENGL/MATH Academies, etc.**
- ☑ **Ed. Plan progress monitoring and reaching out to students without a plan**
- ☑ **Education Plan Clinics (in-person and Zoom)**
 - *Confirm program of study, build/adjust plans, and refer to campus support services*
 - *Clinics will be developed in Spring 2026*

EVERGREEN VALLEY COLLEGE QUESTIONS?



Priority Group Scheduling

STUDENT SERVICES



Priority Group: Scheduling What is the purpose?

- To examine and modernize course scheduling so that it functions as an integrated, student-ready structure that aligns instructional capacity, program pathways, and demand patterns to drive equitable access, higher completion, and improved graduation rates across the college

High-Impact Drivers of Student-Ready Scheduling

- Program Pathway and Time to Completion
- Student Centered Scheduling Patterns
- Enrollment Trends and Course Demands
- Feedback from Students, Counselors, and Faculty
- Data Driven Efficiency
- Marketing and Enrollment Pipelines
- Communication and Transparency
- Equity and Access



Priority Focus Areas for Transformation

- **In completion: Student and Faculty Surveys**
- **Mapping of program completion in 2-3 years by divisions**
- **Faculty availability**
 - Less faculty want to teach in-person, only online
 - Preference for modality: students vs. faculty
- **Continuing research on experimental 8-week block scheduling**
 - Odessa College
 - 2 classes = full load
 - Increased success rates from 67% to 87%, decreased withdrawal rates (DiPierro, 2025)

Priority Focus Areas for Transformation

- Completion and Success Rates
 - Faculty, Department, Division, College
- Waitlist trends
 - What courses are seeing consistent waitlist overflows?
- Narrative on transfer rates and program completion
- Use of Open Scheduling
 - Too many classes compacted in the 9:00am-12:05pm time slots
 - Causes overlap where students can't take multiple classes in one day
 - Outlier programs who don't follow college's course block
 - Equity issue for students
- Are we leaving scheduling "gains" on the table?
 - Not reaching maximum potential because you're okay with doing the minimum



Priority Focus Areas for Transformation

- **Connection to Enrollment Trends data**
 - Where do we see enrollment persisting, where do fill rates decrease over time
- **Cohort-based scheduling techniques**
 - **Example:** MindCraft Cohort
 - PSYC C1000 and ENGL C1000
- **Update "Semester Typically Offered" listing**

Critical Decisions Ahead

- Most wide-ranging of the priority workgroups
- Scheduling intersects multiple departments, systems, processes
 - **Every college stakeholder is involved**
- Will require a longer timeline to be thoughtful and sustainable
- Allocated FTEF each academic year based on budget
- How can we get to 2-year scheduling
- Receiving data to make informed decisions





Future Planning and Next Steps

- **Short Term**
 - o Complete Student and Faculty Surveys
 - o Critically analyze data from past schedules
 - o Data on accelerated, evening, weekend courses
- **Long Term**
 - o Block scheduling cohort for Fall 2027?
 - o Roll out 2-year schedules for student planning



COMMITTEE CHAIR REPORTS TO COLLEGE COUNCIL
Spring 2026

March 23, 2025 – CTC

April 13, 2025 – TBD

April 27, 2025 – TBD

May 11, 2025 – Diversity Action Council

Faculty Hiring Prioritization (FHP)

Academic Year: 2025-2026

Final Score: 10/20/2025

Request	Average Score
Counseling (General)	17.3
Distance Education/BW	16.6
ENLACE (English)	16.6
ESL	16.0
Nursing	16.0
Anthropology	15.9
Chemistry	15.9
Computer Science	15.5
Business Information Systems	15.4
English	15.3
Automotive	15.3
BUS	15.0
Counseling (General)	15.0
Health and Wellness-Mental Health Counselor	14.4
Physics	14.3
Sociology	14.3
Foreign Language (World Languages - Vietnamese)	14.3
Health and Wellness-Nurse Practitioner	14.0
Visual Arts	13.8
English	13.7
Communication Studies	13.6
Counseling (General)	13.2
Automotive	13.1

Faculty Hiring Prioritization (FHP)

Academic Year: 2025-2026

The College's resource allocation process should align with the established strategic plan and institutional goals for meeting its mission. The resource allocation process should therefore

- strengthen the integration between institutional planning and financial planning;
- ensure a fair and equitable allocation of resources; and
- be easy to understand, assess and implement.

Faculty professionals play a critical role in fostering student success and strengthening the pursuit of the College's mission and commitment to *equity, opportunity, and social justice*. To recruit and hire innovative and exceptional faculty, the College must engage in a collaborative and data-driven process that identifies and prioritizes the needs of programs, departments, and divisions for permanent full-time faculty positions.

FHP Charge

- Review and rate the submission of new faculty positions to be hired out of general funds based on requests submitted annually in the Fall through Program Review and the Annual Updated Resource Requests (AURR).
- Discuss and prioritize each proposed position for submission to the College Council for review and approval.
- Evaluate and assess the effectiveness of the committee's adopted process and goals and recommend areas for improvement or refinement.

Faculty Hiring Prioritization Committee Composition (2-year terms)

Seat	Member Name	Term End
Co-Chairs		
Academic Senate President	Henry Estrada	N/A
Acting Vice President, Academic Affairs	Maniphone Dickerson	N/A
Members		
Vice President, Student Affairs	Howard Willis	N/A
Division Deans (3) - Appointed by the VPAA		
	Angel Fuentes	2026
	Robert Gutierrez	2027
	Antoinette Herrera	2027
Faculty (7) - Appointed by the Academic Senate		
Business & Workforce Development Division Faculty (1)	Nasreen Rahim	2026
Counseling Division Faculty (1)	Hanh Deng	2026
Language Arts and Library Division Faculty (1)	Rich Longacre	2026
At Large Full-time Faculty appointed by Academic Senate (1)	TBA	2027
STEM Division Faculty (1)	Darcy Ernst	2026
Nursing & Allied Health Division Faculty (1)	Peter Miskin	2027
Social Sciences, Arts & PE Division Faculty (1)	Grace Estrada	2027

*Consider possible rotation on appointments to ensure institutional knowledge

Scoring Rubric

EVIDENCE FROM PROGRAM REVIEW/ANNUAL UPDATE RESOURCE ALLOCATION REQUEST		
1.	Percent of Full-Time Faculty in Department (Faculty and Staff page)	
	Full-Time Faculty hours or load	
	Part-Time Faculty hours or load	
	Total faculty hours or load	
	Total Headcount of Full-Time Faculty	
	Total Headcount of Part-time Faculty	
	Ratio of Full-time Faculty to FTEF	
	Ratio of Full-time Faculty to Load	
	(Total out of 5) Scoring Guideline: (Ratio of 0 = 5; 0.2 = 4; 0.4 = 3; 0.6 = 2; 0.8+ = 0)	
2.	Program/Department Demand (Over Three Years) (Criteria for Resource Allocation page)	
	# of Sections and Fill Rate (average)	
	# of Declared Majors	
	# Program completion rate (average)	
	# of Orientations/Workshops (average)	
	(Total out of 6) Scoring Guideline: (increasing = 4 - 6; stable = 2 - 3; decreasing = 0 - 1)	
3.	Progress on Department Goals and Commitments	
	Description of the progress on achieving the department/program's goals that was established in the last program review, and how the new faculty position would help achieve these goals.	
	(Total out of 1)	
4.	SLO/PLO/ILO Assessment Results (Student Learning and Service Area Outcomes and Assessment page)	
	Assessment results show the need for this faculty position	
	(Total out of 1)	
5.	Other relevant evidence for new faculty position	
	Replacement (e.g., Resignation, Retirement, Death, Accreditation Requirements, etc.)	
	Program viability (e.g., Tesla, Honda, Athletics, Health Sciences, etc.)	
	Increase demand for academic discipline or program (e.g., labor market data, student need, etc.)	
	Institutional trends, Labor Market/Occupational demands, etc.	
	Health/safety issues (e.g. OSHA/ADA compliance)	
	State, federal, and other regulatory mandates (e.g. CCN, AB928)	
	Other justification, information, and/or data to be considered; e.g., external program accreditation	
	(Total out of 7)	
	Total score out of 20 possible points	

2025-2026 Timeline (TENTATIVE/DRAFT)

Month	Milestone
September 17	Faculty Hiring Prioritization (FHP) Committee convenes and reviews membership and confirms timeline
September 24	Members review the final rubric
October 2-7 th 1st	Communication out to the college campus from AS and VPAA
October 8th	The Faculty Hiring Prioritization (FHP) committee to agree on the updated timeline and clarification discussion:
October 8-10th	Data request from the co-chair to the research analyst
October 10th	The committee reviews the communication prior to emailing the campus.
October 15	Faculty Hiring Prioritization (FHP) committee review and decision (committee members complete their reviews of the AURR and PR)
October 20 th	The Faculty Hiring Prioritization (FHP) committee forwarded the Final decision to send to the College Council to place on the agenda
October 27	College Council Agenda (First read and Information)
November 10th	College Council Agenda (Second read and Action)
November 24-December 12	President Announces Approved Positions
December 12-January	Begin Position Description and Job Announcement Process
January 2025	Position Description and Job Announcement Process
March/April 2025	New Faculty Selected & Recommended for Fall 2026 start date



COLLEGE COUNCIL MINUTES
December 8, 2025

Present: Josephine Aguirre, Andrea Alexander, Ebonnie Berry, Vicki Brewster, Maniphone Dickerson, Henry Estrada, David Hendricks, Vinicio Lopez, Silvano Navarro, Vicky Nelson, Kelly Nguy.en-Jardin, Howard Willis

Also Present: Penny Garibay (minutes), Angel Fuentes, Grace Estrada, Robert Gutierrez, Sam Morgan, Eric Narveson

Absent: Ariana Estrada, Victor Garza, Juan Manriquez, Silvano Navarro

A. Call to Order – Meeting called to order at 2:02 p.m.

B. Adoption of Agenda – M/S/P (H. Estrada/J. Aguirre)

C. Approval of Minutes – November 24, 2025 – **M/S/P (H. Estrada/ D. Hendricks)**

D. Public Comments

- Grace Estrada thanked President Lopez for the December 3, 2025 Holiday Open House.

E. Recognitions/Announcements

- David Henricks: Student art display hosted by Sylvia Min scheduled for tomorrow evening; expected to be a strong event.
- VP Willis: High school partnership committee event was successful with strong attendance and valuable presentations.
- Henry Estrada: Charlie Kahn-Lomax received an academic senate commendation for 25 years of service.

F. Information/Discussion

1. Priorities Workgroup II, Equity Practices (Deans Gutierrez and Herrera)

Purpose & Strategic Alignment

- Initiatives support the Educational Master Plan and Student Equity & Enrollment Management Plan.
- Focus on reducing structural barriers and increasing access to support services.
- Emphasis on English and Math gateway courses under AB 705 / AB 1705.
- Goal: accelerate student completion, close equity gaps, and improve throughput.

Equity Practices Framework

- Proactive support: bring services to students, not the other way around.
- Integrated model combining instruction, counseling, tutoring, and wraparound services (inspired by ENLACE).
- Data-informed decision making; ongoing assessment planned for Spring.

Data & Equity Gaps

- Throughput rates:
 - o English: 64% (below state avg. 69%)
 - o Math (Statistics/SLAM): performing relatively well compared to state.
- Significant equity gaps for Latino/Hispanic students (e.g., –16% in English, –25% in Statistics).
- Course-level data shows disproportionately impacted groups; workshops offered on using data for student success.

- Clarification given on the term “stop-out” (intermittent enrollment rather than dropout).

RISE & MINECRAFT Programs

RISE

- 4 total sections: 2 English C1000 + 2 Statistics C1000.
- Scheduled intentionally (late afternoon) to accommodate working/older students.
- Students may enroll in either or both classes.
- Total projected impact: 126 students.

MINECRAFT

- Fully linked learning community (must enroll in both Math & English).
- Co-taught/paired curriculum with shared assignments and integrated teaching.
- Includes embedded tutoring, dedicated counselor, faculty bios on website, success team, and additional resources.

Recruitment & Marketing

- Targeted outreach to underserved students: those who received W/D/F in prior terms.
- Personal, scripted phone calls made by staff.
- Dedicated course websites, flyers, and an upcoming text/email campaign supported by Director Adler’s office.

Evaluation Plan

- Pre/post surveys, focus groups, disaggregated data analysis.
- Assess instructional practices and wraparound services effectiveness.
- Will compare outcomes to existing models like ENLACE for success/persistence.

Discussion Points

- Question about long-term vision for learning communities; determination pending evaluation results.
- Need to clearly define cohorts vs. learning communities moving forward.
- Inquiry into comparative success rates of cohort students—ENLACE English 001A showed higher success (~62%) than non-cohort (~58%).
- Recognition of historical foundations of learning community models; encouragement for continued innovation.

2. Priorities Workgroup IV, Micro Credentials & Dual Enrollment (Dean Fuentes)

Overview of Micro-Credentials

- Short, focused learning experiences (credit, non-credit, or not-for-credit) leading to job-ready skills.
- Designed to be flexible, stackable, industry-aligned, and responsive to rapidly changing labor markets (especially with AI and automation).
- Serve both traditional students and adult learners seeking upskilling/reskilling.

Why They Matter

- Labor markets are shifting quickly; employers demand specific, verifiable skills.
- Strong opportunity to attract adult learners and meet regional workforce needs.
- Can help students gain better employment while pursuing longer-term degrees.

Types of Micro-Credentials

- Credit-based certificates (e.g., manufacturing stackable pathways).
- Non-credit workforce certificates.
- Industry-recognized digital badges (e.g., through Badgr/Credly).
- Continuing education & incumbent worker training.
- Dual enrollment micro-credentials for high school students.

Current & Emerging Programs

- Manufacturing stackable certificates (Texas Instruments—validated; pathways in electronics, industrial automation, mechatronics).
- AI Generative Entrepreneurship Certificate (launching Spring 2026).

- Data Analytics Credential (active).
- Digital Literacy micro-certs, Tesla technician program, BIS certificates (customer service, entrepreneurship, business manager).
- E-sports entrepreneurship micro-certificate in development.
- Home health care worker pathway (ESL + healthcare training).
- CTEC tax preparer certification.
- Adult Education Teacher Credential Program (non-credit).
- NSF “Badging Pro Skills” project for employability skills (communication, teamwork, adaptability, lifelong learning; AI ethics badge pending).

Implementing Micro-Credentials

- Importance of industry validation, advisory boards, labor market analysis, curricular alignment.
- Digital badge integration planned campus-wide (via DE Committee training).
- Need for strong marketing and awareness efforts.
- Emphasis on accelerated/bootcamp delivery models for quick skill-up paths.

Students & Equity

- Non-credit programs are particularly beneficial for ESL learners and newcomers seeking rapid entry into the workforce.
- Example shared of a Ukrainian immigrant success story via ESL → internship → employment.

Questions & Issues Raised

- Equity & ESL learners: Need to expand credentials relevant to non-native English speakers.
- Employability skills: Faculty can embed soft skills (teamwork, communication, ethics) directly into course assignments.
- Design challenges:
 - o Difficulty when TOP codes don’t align (e.g., psychology & CTE).
 - o Must match certificate to a recognized CTE career for approval.
- Implementation concerns:
 - o Advisory boards and curriculum process vary for different types of credentials.
 - o Need to consider accelerated formats (8-week).
 - o Ensure technology reliability (badging systems).
 - o Improve college-wide understanding of non-credit vs. not-for-credit.
- Dual enrollment: Micro-credentials may be easier to offer than full pathways due to faculty/coverage constraints.

Going Forward

- Proceed with developing and expanding stackable micro-credentials across disciplines.
- Move forward with digital badging (Badgr) and faculty training via DE Committee.
- Continue building employer partnerships and securing industry validation.
- Strengthen marketing and communication to students and faculty about micro-credential offerings.
- Pursue supplemental funding for the AI workplace/ethics employability badge.
- Explore accelerated course delivery options for micro-credentials.

3. District Strategic Planning Update (Dean Morgan)

Key Highlights

- District Strategic Plan Overview:
 - o The district is currently in Phase 2 of the strategic planning process.
 - o Work to date includes regional/state/local data analysis and stakeholder engagement.
 - o The main focus of Phase 2 is synthesizing feedback and developing districtwide goals.
 - o Transparency & Resources:

- The district has a public website containing the draft strategic plan), meeting minutes, presentations, and related documents.
- o Representation:
 - The working group includes faculty, classified staff, vice chancellors, academic senate president, and student representatives, supported by the Collaborative Brain Trust consultants.
- o Alignment Requirements:
 - New district goals must align with:
 - District mission & board policies
 - College Educational Master Plans (EMPs)
 - Presidential priorities
 - State-level Vision 2030 goals
 - Supporting Documents:
 - The Internal Environmental Scan is recommended as the most concise and useful document for those with limited time; includes persistence, transfer, course success, staffing trends, and Vision 2030 progress.

G. Reports

1. Associated Student Government

Vicky Nelson reported.

- Distributed technology and schedule feedback forms to constituents.
- Student concerns:
 - o Request for free parking permits.
 - o Request to extend library hours to 10 PM for study access.
- Art Department students voiced concerns about facility scheduling conflicts that forced the art exhibition date change.

2. Classified Senate

Josephine Aguirre reported.

- Completed fundraiser raised ~\$1,500, largest amount yet.
- Finalizing updates to constitution and bylaws.
- Planning district-wide Classified Professionals Empowerment Leadership Day January 13 with leadership training, role distinctions (Senate vs. CSEA), wellness session, meeting management, and public speaking workshops.

3. Academic Senate

Henry Estrada reported.

- Academic Senate approved integrating a generative AI statement into academic integrity policy.
- Addressing common course numbering changes; proposing modifications to subject codes rather than full course rewrites.
- District-wide survey shows faculty are divided between AI-curious and AI-anxious; need more training.
- Discussion underway about burden-free access to instructional materials (to continue at District Senate).
- Endorsed the Community College Faculty Survey of Student Engagement (SEFC).

4. Vice President, Academic Affairs – M. Dickerson

- Enrollment: 6,165; noted variability due to non-payment drops and bots.
- Many courses have waitlists, but priority is staffing unstaffed sections with waitlists before opening new ones.

- Shortage in Ethnic Studies, Anatomy/Physiology, and Physics instructors.
- Exploring instructor pipelines, including graduate students with 18+ units in relevant disciplines.

5. Vice President, Administrative Services – A. Alexander

- Announced extended open lab hours:
 - o LETC 2nd floor lab: 8 AM–8:30 PM (Mon–Thu); Fri 8–1
 - o MS112 lab: 9 AM–8 PM (Mon–Thu); Fri 9–1
- Additional campus police rounds for safety; constraints of leaving buildings open are due to officers leaving at 10 PM.
- AURR due December 12.
- College completed its 10th consecutive clean audit—thanks to Business Office & Financial Aid.

6. Vice President, Student Affairs – H. Willis

- Student services will be closed Dec 17 from 12–3 PM for a staff meeting.
- Teams continue high-volume end-of-semester work.

7. President – V. Lopez

- Dr. Marilyn Flores selected as new President of San Jose City College; starts mid-January.
- EVC hosted Congressman Panetta for open office hours.
 - Plan for regular visits from local officials as there is interest from additional local elected representatives to engage with the campus.
 - Considering expanding outreach to high school partners and nonprofits.
- Successful high school outreach event last Friday.
- Appreciation expressed for all college personnel, especially unsung staff such as custodians.

H. Adjourn – Meeting adjourned at 3:37 p.m.
M/S/P (V. Brewster/H. Estrada)



Equity Practices

PRIORITY II

Presentation, Informational
EVC College Council, Dec 8, 2025

Robert Gutierrez

Dean of Language Arts & Library

Dr. Antoinette Herrera

Dean of STEM

Analie Dimas, A&R Technician
Antoinette Herrera, Dean of STEM Division, Co-Lead
Banerjee Sravani, English Faculty, MindCraft
Brandon Yanari, Director of Outreach & Recruitment Enrollment Services
Casares Michael, Supervisor of Business Services
Ebonnie Berry, Director of Financial Aid Financial Aid
Fahmida Fakhruddin, Associate Faculty, Economics
Grace Estrada, Psychology Faculty, MindCraft
Kathy Jensen, Associate Math Faculty, RISE
Laurel Peacock, Associate English Faculty, RISE
Niall Adler, Director of Marketing and Public Relations
Robert Gutierrez, Dean of Language Arts, Co-Lead
Sarai Minjares, Tutoring Coordinator
Shashi Naidu, College Web Services Specialist
Vincent Cabada, Facilities Manager

From Help-Seeking to Help-Arriving

Success teams proactive working
behind the scenes and directly with
students

Priority II: Equity Practices Team



EQUITY

PRACTICE

STRATEGIC PRIORITIES

EQUITY

- Reduces structural barriers and increases access to effective learning and resources
- Closes achievement and equity gaps through integrated interventions

PRACTICE: Transfer-Level English and Math

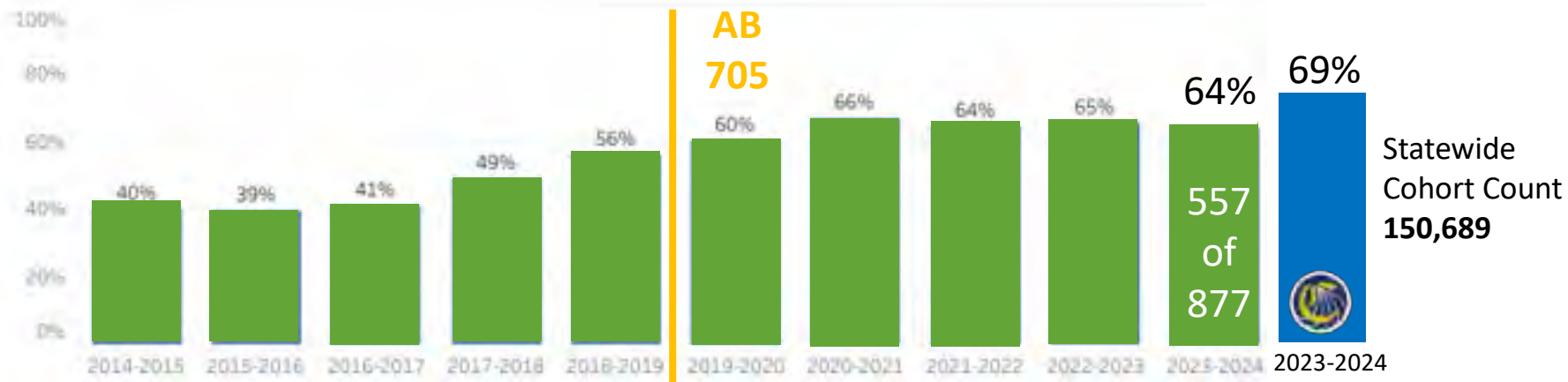
- Focuses intentionally on **successful** completion of transfer-level **English and math**
- Students receive coordinated and proactive **academic support and services** with innovative approach to instruction, counseling, tutoring, resources and wraparound services
- Serves as a foundation for pilots such as **RISE** and **Mindcraft** to scale equity-centered models
- A cross-functional team of faculty, classified professionals, managers, and students using a proactive, **data-informed**, and equity-minded design to support historically underrepresented learners.

STRATEGIC PRIORITIES

Education Master Plan

- Advances the EMP goal to shorten time to completion and eliminate equity gaps
- Accelerates students' pathway to degree and transfer
- “Fully implement AB705/1705, legislation related to math and English, by markedly reducing precollegiate courses and adding support to students who need it in transfer-level coursework.” (EMP key actions)
- “Increase the percentage of students who complete transfer-level math and English in their first year.” (EMP key actions)

Successful Transfer-Level Completion Rates in **English** - *throughput*



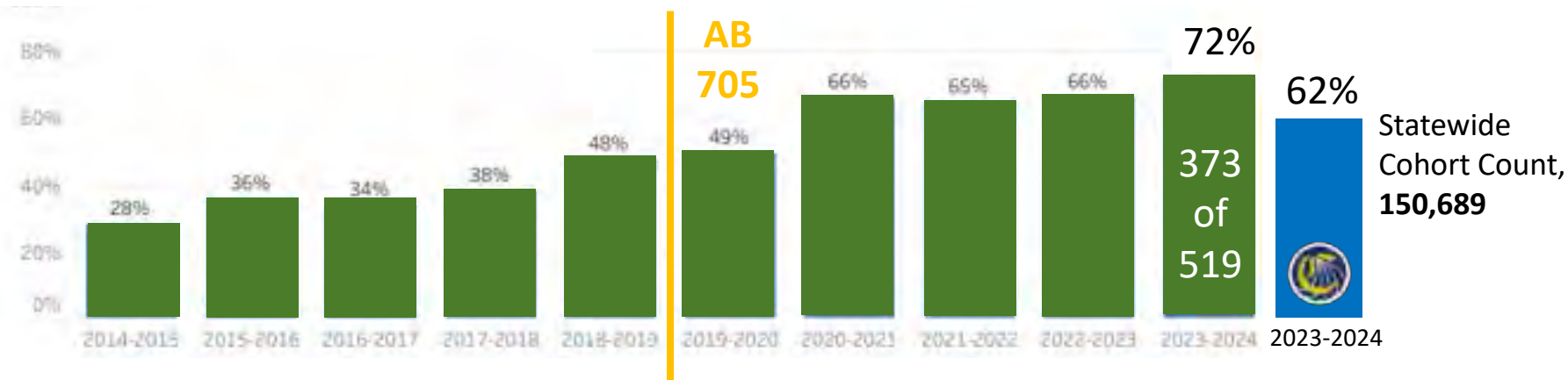
Selected Timeframe

- ☐ 1 term
- ☒ 1 year (365 days)
- ☐ 2 years
- ☐ 3 years

First Attempt

- ☒ Fall

Throughput starting in SLAM completing **Statistics**/LA (SLAM) in 1 year



SLAM
Statistics and
Liberal Arts Math



Disproportionate Impact (DI) according to CCCCCO:

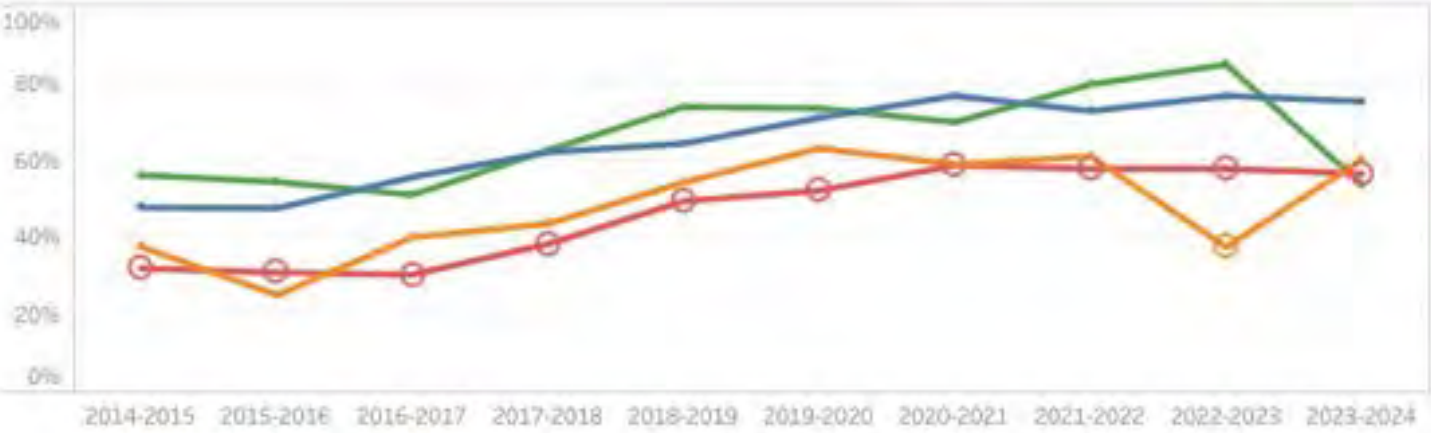
- Subgroup of students with outcome at rate substantially lower benchmark.
- A situation where specific student groups have limited access to resources or support, hindering their success compared to the general population or other subgroups.
- Policies, practices, or approaches may be inequitable, affecting certain demographics more negatively.

Percentage Point Gap (PPG -1)

Compares successful completion rate of a subgroup to the average rate of *all other students* (excluding that subgroup, hence minus 1)

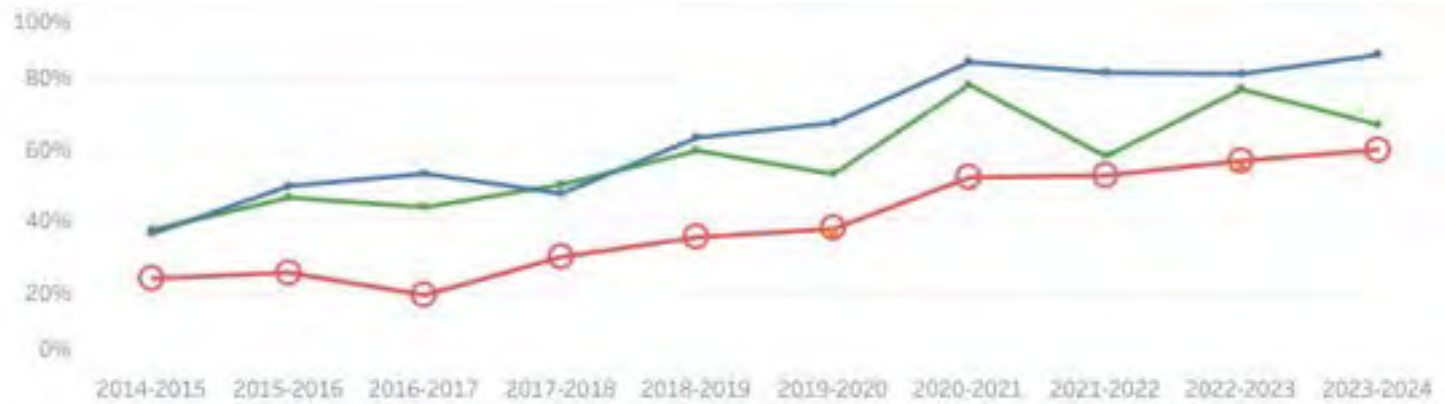


English Successful Transfer-Level Completion Rates: Disaggregated



Hispanic Success Complete Rate: 56%
Reference Rate: **72%**
Difference: **-16%**
Disproportionately Impacted (DI): **Yes**
Most Recent Year: **2023-2024**
Successful Completion: **268**
Cohort Size of Hispanic: **475**

Statistics/LA (SLAM) Throughput Disaggregated by Ethnicity

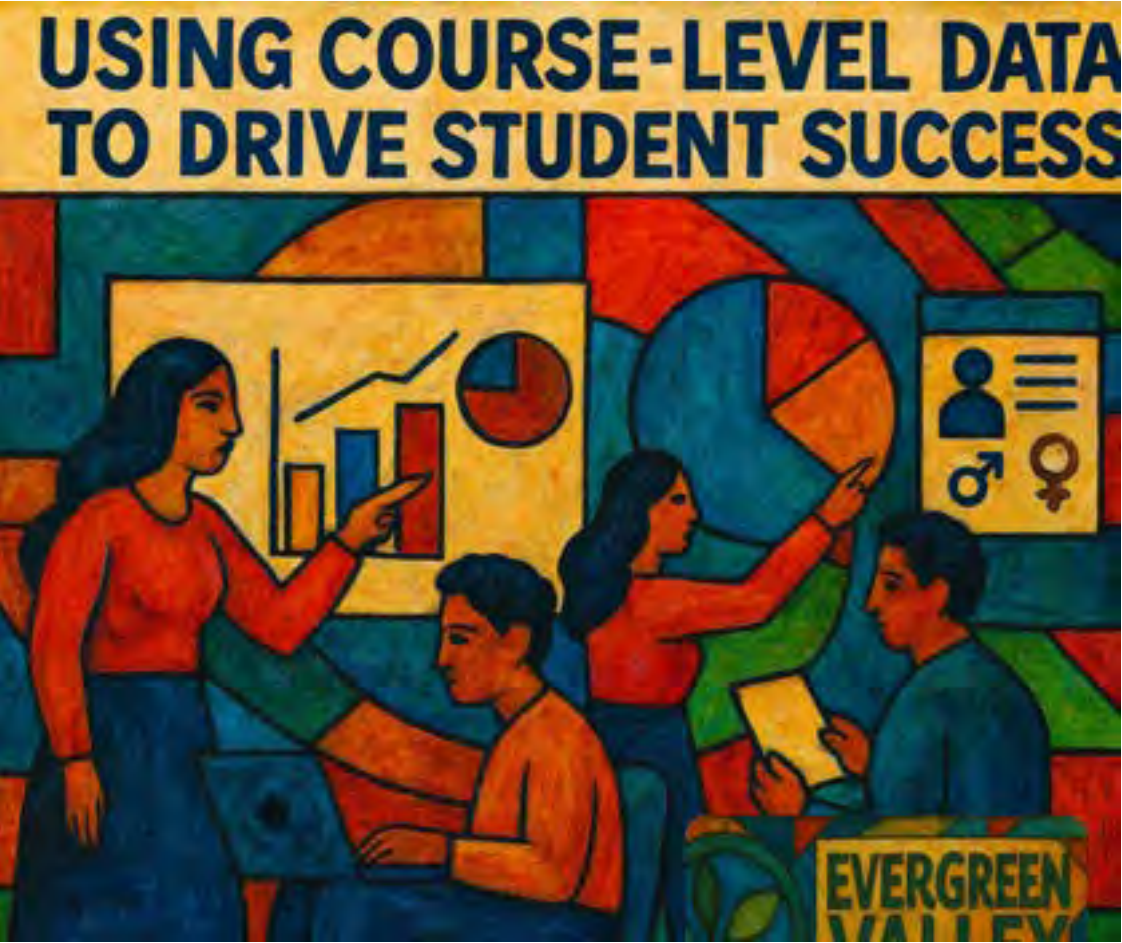


Hispanic Success Complete Rate: 60%
Reference Rate: **85%**
Difference: **-25%**
Disproportionately Impacted (DI): **Yes**
Most Recent Year: **2023-2024**
Successful Completion: **160**
Cohort Size of Hispanic: **268**

Asian Black or African American Hispanic/Latine White



FALL 2024 COURSE-LEVEL DATA – ENGL 001A



Subject	Section Count	Headcount	Success Rate	Completion Rate
ENGL	35	946	58.8%	82.5%

Ethnicity	Section Count	Headcount	Success Rate	Completion Rate
American Indian	4	4	75%	75%
Asian	32	287	69.7%	85%
Black/African American	10	21	47.6%	90.5%
Latinx	35	537	50.5%	79.3%
Two or More Races	23	42	71.4%	95.2%
Unknown	21	26	69.2%	88.5%
White	20	29	82.8%	86.2%

FALL 2024 COURSE-LEVEL DATA – MATH 0063 (STATS)



Subject	Section Count	Headcount	Success Rate	Completion Rate
STATS	22	801	70.8%	84.5%

Ethnicity	Section Count	Headcount	Success Rate	Completion Rate
American Indian	1	1	100%	100%
Asian	22	256	84.8%	92.2%
Black/African American	9	26	80.8%	88.5%
Hawaiian/Pacific Islander	1	0	0%	0%
Latinx	22	432	62.3%	80.6%
Two or More Races	17	26	73.1%	84.6%
Unknown	12	18	77.8%	88.9%
White	17	42	61.9%	73.8%

COURSE DESIGN WITH EQUITY IN MIND

Shifts from expecting students to self-navigate supports
to **delivering them inside the course**

R.I.S.E.

ENGL C1000 - TTH 3:15 PM - 4:35 PM
ENGL C1000 - T 06:30 PM - 07:50 PM(Hybrid)
STAT C1000 - MW - 1:45 PM - 3:05 PM
STAT C1000 - MW - 6:00 PM - 7:20 PM

126 Students

MINDCRAFT

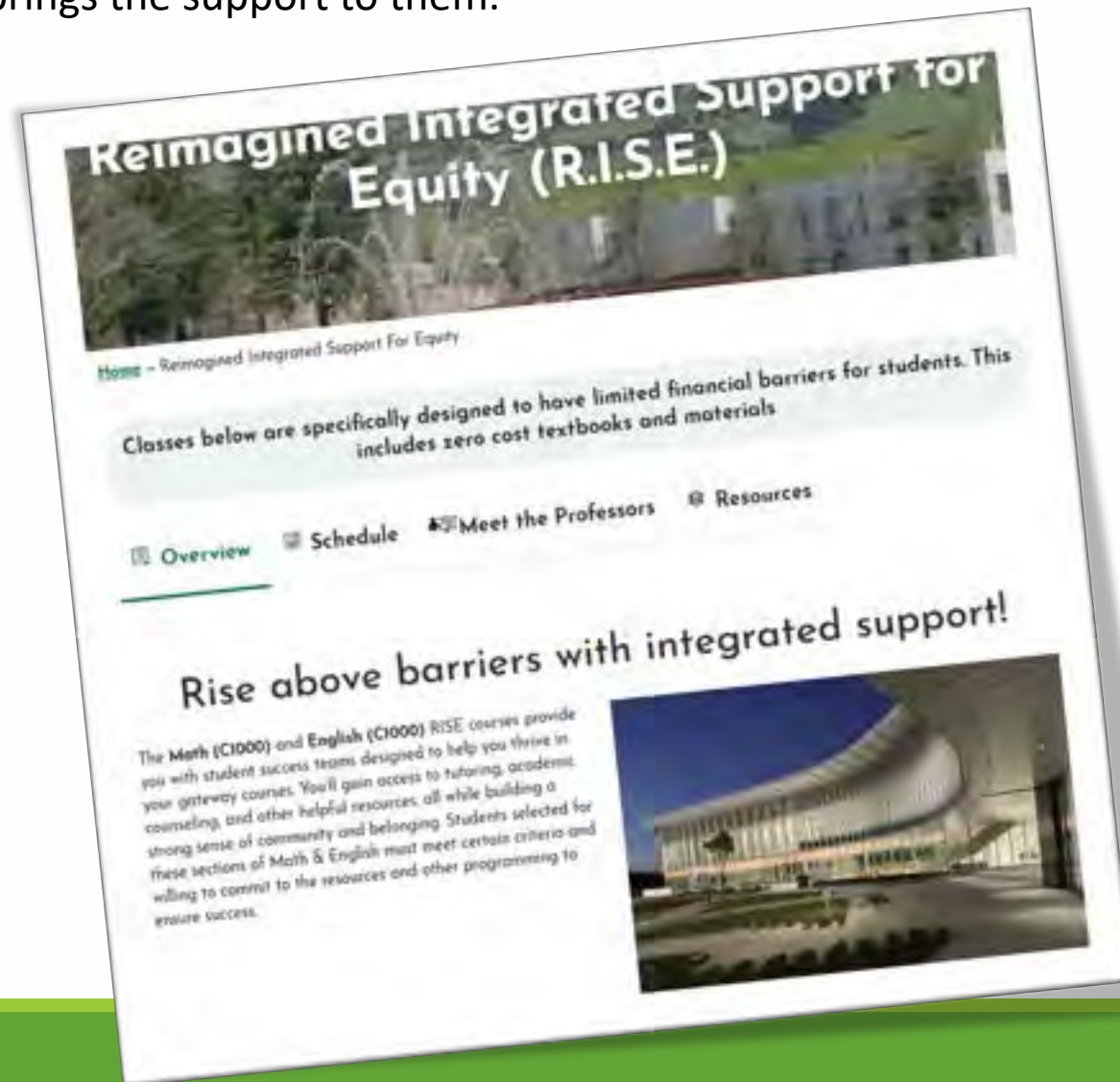
ENGL C1000 (3.0) - TTH 10:45 AM-12:05 PM
ENGL 105 Sec 205 (1.0) - **TTH 09:15 AM-10:35 AM**
ENGL 105 Sec 206 (1.0) - **TTH 12:15 PM-01:35 PM**
PSYC C1000 (3.0)- MW 10:45 AM-12:05 PM

28 Students

Embedded Tutors
Dedicated Counseling
\$0 Textbook Cost (ZTC) and Open Education Resources (OER)
Personal Success Team

Student-Centered Communication

We no longer wait for students to ask for support—Priority II brings the support to them.



Reimagined Integrated Support for Equity (R.I.S.E.)

Home - Reimagined Integrated Support For Equity

Classes below are specifically designed to have limited financial barriers for students. This includes zero cost textbooks and materials

[Overview](#) [Schedule](#) [Meet the Professors](#) [Resources](#)

Rise above barriers with integrated support!

The **Math (C1000)** and **English (C1000)** RISE courses provide you with student success teams designed to help you thrive in your gateway courses. You'll gain access to tutoring, academic counseling, and other helpful resources, all while building a strong sense of community and belonging. Students selected for these sections of Math & English must meet certain criteria and willing to commit to the resources and other programming to ensure success.



MindCraft: Building Thought Through Writing

MindCraft is a unique learning opportunity that links an academic reading and writing class with a general psychology class to deepen students' understanding of human behavior while developing their academic writing skills. Assignments are designed to enable the exploration of psychological concepts and research (i.e., the Mind) through writing assignments that emphasize analysis, argumentation, and critical thinking (i.e., the Craft). By integrating content and skills from both disciplines, the program fosters a more meaningful and connected learning experience for participants.

Please fill out the interest form below to register!

[MindCraft Interest Form](#)



Meet the Professors



Professor Gracie Estrada holds a doctorate in Developmental Psychology and is a proud alum of Evergreen Valley College. She is dedicated to helping students connect psychological concepts to real-world experiences through engaging, inclusive, and research-informed teaching. Passionate about student success and interdisciplinary learning, she develops innovative programs like MindCraft that blend psychology with academic writing to deepen understanding of human behavior.



Professor Soniya Bowerree teaches English composition and literature at Evergreen Valley College. Passionate about teaching and traveling, she participated in the Salzburg Global Seminar for educators. Her research is focused on project-based learning, globalizing her curriculum, and celebrating diversity in the classroom. During her 2020-2021 sabbatical, Bowerree was an EPC fellow with the Stanford Global Studies Program where her project was focused on incorporating social justice and global issues in freshman composition.

- recruitment effort intentionally targets students who are most vulnerable to stopping out
- Uses course-level data (W, D, F patterns) to identify students most impacted by attrition in ENGL C1000 and STAT C1000
- Personalized calls to re-engage by offering enhanced supports, demonstrating our responsibility to student success
- Crafted student email template and voices message scripts in welcoming, non-punitive language
- Guided registration by coordinating efforts with Admission & Records

BACK TO SUCCESS RECRUITMENT EFFORTS

re-engaging students who
exited Math and English

Evaluating Priority II

with an Equity Lens



Student Experience Measures (Pre/Post Surveys & Focus Groups)

Administer pre- and post-surveys and facilitate student focus groups to capture belonging, confidence, sense of support, and instructional experience differences across racial and demographic groups.

Disaggregated Outcomes Analysis

Track completion, persistence, usage of supports, and withdrawal patterns by race/ethnicity, income level, first-generation status, modality, and course type to identify where gaps close—and where additional intervention is needed.

Instructional & Support Practice Review

Evaluate faculty pedagogy, embedded tutoring, counseling touchpoints to ensure interventions are equitable and culturally responsive.

THANK YOU

Robert Gutierrez

Dean of Language Arts & Library

Dr. Antoinette Herrera

Dean of STEM

Equity Practices

PRIORITY II

Q&A

*MICRO
CREDENTIALS
AND DUAL
ENROLLMENT
PRIORITY
WORKGROUP*





TEAM

Juan Manriquez

Dung Vu

Niall Adler

Sean Dickerson (previously)

Angel G. Fuentes

Alexis Marquez Villa

Nasreen Rahim

Claudia Schalesky

Vanphuong Nguyen

VP Maniphone Dickerson

INTRODUCTION TO MICRO CREDENTIALS



WHAT ARE MICRO CREDENTIALS?

- Short, focused learning experiences
- Awarded for specific skills or competencies
- Verified by the college (or industry partner)
- Can be credit, noncredit, or not-for-credit
- Designed to be stackable toward larger credentials

WHY MICRO-CREDENTIALS MATTER

- Respond to rapidly changing workforce needs
- Provide flexible, accessible learning options
- Help students upskill/reskill quickly
- Offer employers evidence of specific competencies
- Support lifelong learning

Electronics Technology Level I Certificate

CETT 1403 DC circuits
CETT 1425 Digital Fundamentals
CETT 1405 AC Circuits
CETT 1429 Solid State Devices
or ELPT 1445 Electronic Applications

CETT 2280 COOP ED OR
EECT 1104 Electronic Soldering AND
EECT 1191 Special Topics

Industrial Automation Level 1 Certificate

CETT 1403 DC circuits
ELPT 2419 Programmable Logic Controller I
INTC 1457 AC/DC Motor Controls
RBTC 1343 Robotics
ENTC 1191 Special Topics

CETT 2280 COOP ED OR
EECT 1104 Electronic Soldering AND
EECT 1191 Special Topics

Mechatronics Technology Level 1 Certificate

HYDR 1445 Hydraulics & Pneumatics
ELPT 2419 Programmable Logic Controller I
INTC 1457 AC/DC Motor Controls
MFGT 1406 Mechanical Principles in Automated Manufacturing

CETT 2280 COOP ED OR
EECT 1104 Electronic Soldering AND
EECT 1191 Special Topics

Add AC/DC 30hrs

Electrical Engineering Technology AAS

Industrial Automation Cert
Electronics Tech Cert

Robotics & Industrial Automation AAS

Automation Mechatronics
Electronics Tech Cert

Electro Mechanical Technology AAS

Mechatronics Cert
Electronics Tech Cert

TYPES OF MICRO-CREDENTIALS AT COMMUNITY COLLEGES

- Credit-bearing micro-certificates (stackable to degrees)
- Noncredit workforce micro-credentials
- Industry-recognized digital badges
- Continuing education/professional development badges
- Dual enrollment skill badges for high school pathways

BENEFITS OF MICRO CREDENTIALS

- **Benefits for students**

- Build confidence through incremental achievements
- Create career-aligned portfolios of skills
- Improve employability and career mobility
- Offer low-cost/low-risk entry points into college
- Provide clear pathways into certificates and degrees

- **Benefits for Employers**

- Transparent evidence of job-related skills
- Faster, more targeted hiring
- Opportunities to customize training with the college
- Supports upskilling of incumbent workers
- Bridges the skills gap in emerging industries



HOW COLLEGES IMPLEMENT MICRO- CREDENTIALS

- Identify industry-validated skills/competencies
- Map existing courses or create short modules
- Align assessments to measurable outcomes
- Collaborate with regional employers and workforce boards
- Integrate digital badging platforms (e.g., Credly, Badgr))

GENERAL EXAMPLES OF MICRO-CREDENTIALS

- AI & Data Analytics foundations (starting Spring 2026)
- Digital Literacy (existing)
- EV/Hybrid Safety and Diagnostics (Tesla)
- Customer Service & Workplace Readiness (New BIS program)
- Small Business Entrepreneurship Skills (New BIS Program, Esports Program)
- Home Healthcare Worker (LAL and NAH)
- Accounting CTEC
- Adult Education Teacher Credential Program (EDIT)
- NSG Grant: Badging Pro Skills



CHALLENGES & CONSIDERATIONS

- Faculty workload and curriculum alignment
- Ensuring badges have real industry value
- Student awareness and understanding
- Technology/badging platform integration
- Tracking completion and outcomes



FUTURE DIRECTIONS

- Expanded partnerships with employers
- More dual enrollment pathway badges
- Integration with state initiatives (e.g., SWF, Perkins)
- Larger stackable credential ecosystems
- Greater use of AI-enhanced learning pathways

Q&A



DISTRICT STRATEGIC PLAN

SAM MORGAN



EVERGREEN
VALLEY COLLEGE

EVERGREEN VALLEY COLLEGE DISTRICT STRATEGIC PLAN

✓ <https://sjeccd.edu/districtwide-strategic-plan>

Task Force Members

EVC

- Henry Estrada, Faculty Representative
- Josephine Aguirre, Classified Professional Representative
- Angel Fuentes, CTE Representative
- Antoinette Herrera, Academic Division Representative
- Andrea Alexander, VP of Administrative Services
- Sami Morgan, Student Services Representative
- Ariana Estrada, Student Representative

SJCC

- Mark Branom, Faculty Representative
- Yesenia Ramirez, Classified Professional Representative
- Maniphone Dickerson, CTE Representative
- Misty Stroud, Academic Division Representative
- Teresa Paiz, Student Services Representative
- Pending, Student Representative

District Services

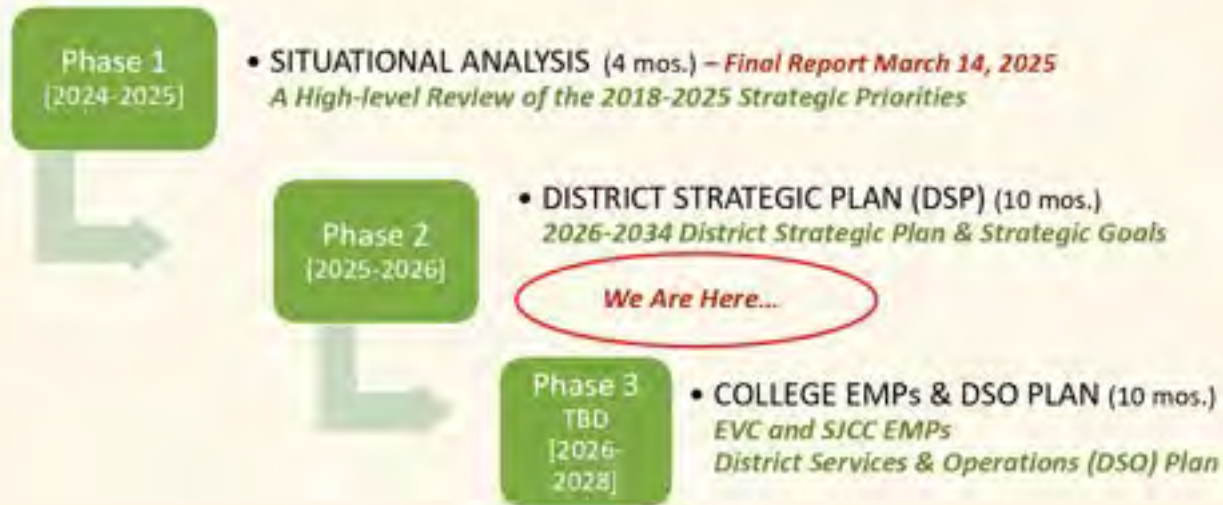
- Edwin Chandrasekar, VC of Administrative Services
- Jeremy Brown, VC for Educational Services
- Joyce Lui, Institutional Effectiveness & Educational Services
- Prashant Shinde, Information Technology Services and Support
- Ryan Brown, Public Information Officer

Collaborative Brain Trust Consultants

- Nicki Harrington
- Cindy Griffith
- K C Greaney

TIMELINE: DISTRICT STRATEGIC PLAN

SJECCD 3-Phased Integrated Planning Project <https://sjeccd.edu/districtwide-strategic-plan>



Collect feedback– (Due)1/30/2026 at 12:00 PM

- Via submission form or send to VP Dickerson and she will send information along to the District Office
- **Set Goals for the District Strategic Plan– 2/2/2026**

District Strategic Plan

2026 – 2034 First Draft

Share your Feedback

Share your input on the Draft 2026-2034 Districtwide Strategic Plan. Submit your feedback through the online form.

ONLINE FEEDBACK FORM

EVERGREEN VALLEY COLLEGE

ALIGNMENT

THREE-PHASED DISTRICT LONG-RANGE STRATEGIC PLANNING

Phase 1 Situational Analysis

- Outcomes of 2018-2025 Plan
- Priorities for new long-range plan
- 8-Year Integrated Planning Matrix & Timeline
- District Mission, Vision, Values
- Board Ends Policies
- **KPIs for Board Ends Policies**

Phase 2 District Strategic Plan Development

- Formation of DSP Task Force
- Foundational Context and Framework
 - National, State, Regional Trends
 - California's Vision 2030
 - Phase 1 Results
 - Board Vision Sessions
 - Board Ends Policies
 - District Mission, Vision, Values
- Discovery: Data Analysis of Internal & Student Success, External & Workforce, Trends & Planning Assumptions
 - Listening Session Themes
 - Challenges & Opportunities
- Goal-Setting
- **KPIs for District Strategic Goals**

Phase 3 College EMPs and DSO Plan Development

- Formation of EMP & DSO Steering Committees
- Foundational Context and Framework
 - District and Colleges' Missions
 - California's Vision 2030
 - District Comprehensive Data
 - District Strategic Goals
- Discovery: Disaggregated Data
 - Student Success
 - Program Gap Analysis
- Stakeholder Listening Sessions
 - Internal Faculty, Staff, Students
 - External B&I, Educational, and Community Partners
 - District Services and Operations
- Trends, Planning Assumptions, and Listening Session Themes
- Challenges and Opportunities
- Setting Goals and Objectives
- **KPIs for EMPs and DSO Plan Goals and Objectives**

DISTRICT STRATEGIC PLAN DRAFT (PAGE 40):

SJECCD Mission <i>As a leading educational institution, the mission of SJECCD is to meet the diverse educational and workforce needs of our community by empowering our students to become agents of socio-economic change.</i>	
SJECCD Board Ends Policies	
Global Ends Policy <i>The San José-Evergreen Community College District exists to ensure all students, especially those with educational and/or socioeconomic challenges, will have the skills and capabilities to be successful in the next stage of their life, sufficient to justify the use of available resources.</i>	Focused Ends Policies • Student Success • Community Impact • Organizational Effectiveness and Sustainability
District Strategic Goals This chart to be populated after the Goal-setting session.	
1. XXX 2. XXX 3. XXX 4. XXX	

District Strategic Goal 1		
San José City College EMP Goals	Evergreen Valley College EMP Goals	District Services and Operations (DSO) Goals
• TBD in Phase 3	• TBD in Phase 3	• TBD in Phase 3

EVERGREEN VALLEY COLLEGE

SHORT ON TIME?

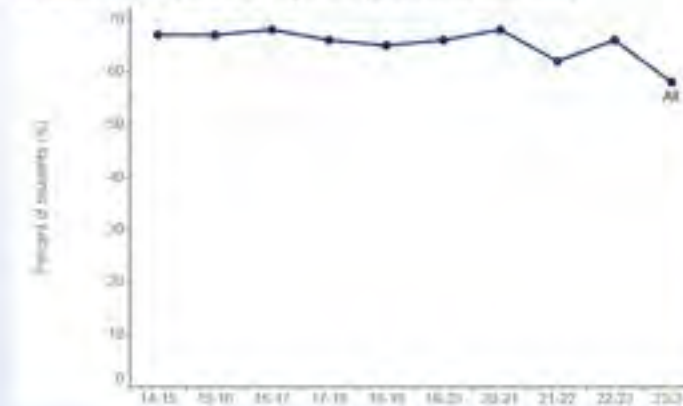
Task Force Meeting #4 10/06/2025

- Internal Environmental Scan
- Meeting 4 Presentation

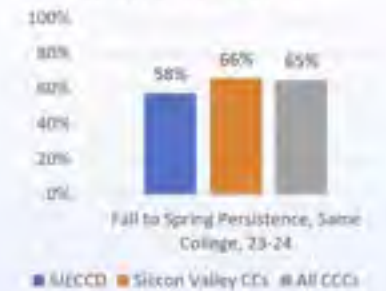
- Persistence Data
- Transfer Data
- Course Success Rates
- Staff/Faculty employment trends
- Progress on Vision 2030 Goals

Persisted from Fall to Spring, At the Same College by Overall

All General Admit Students in All Programs at San Jose-Evergreen (District)



SJECCD Compared



- **Persistence** from Fall to Spring **at the same college** has been **trending down**, and is lower at SJECCD than in the region or the state

Source: CCCCO [DataVista](#)

EVERGREEN VALLEY COLLEGE

QUESTIONS





COLLEGE COUNCIL MINUTES
February 9, 2026

Present: Ebonnie Berry, Vicki Brewster, Maniphone Dickerson, Henry Estrada, Victor Garza, David Hendricks, Vinicio Lopez, Juan Manriquez, Silvano Navarro, Kelly Nguyen-Jardin

Also Present: Niall Adler, Sean Dickerson, Grace Estrada, Penny Garibay (minutes), Sylvia Min, Tejal Naik, Eric Narveson

Absent: Josephine Aguirre, Ariana Estrada, Vicky Nelson

A. Call to Order

B. Adoption of Agenda – M/S/P (E. Berry/E. Estrada)

C. Approval of Minutes – December 8, 2025– M/S/P (E. Berry/D. Hendricks)

D. Public Comments

- Niall Adler provided information about transitioning the college's web site to a new vendor. There was a bot attack, which uncovered vulnerabilities. To address this with the current company would involve adding an additional service, which would cost an additional \$20k per year. The switch to the same vendor used by SJCC will be an initial cost of \$40k to migrate, and then \$40k per year thereafter, which is similar to what the college currently pays per year.

E. Recognitions/Announcements

- David Hendricks recognized the Black History Month committee for their exceptional work. The hip hop event the prior week was engaging, and the talk with the retired judge was inspiring.
- President Lopez acknowledged the art gallery display's beautiful pieces. He encouraged those that have not yet done so to stop by to view the display.

F. Information/Discussion

1. Campus Committee Report/Presentation

Campus Technology Committee Chair, Sylvia Min, provided a presentation.

G. Reports

1. Associated Student Government

Sean Dickerson spoke on behalf of ASG.

- Next ASG meeting is February 10 at 3:30.
- SSCC Conference is coming up in March. Will be taking three students.
- Elections begin soon. Announcements will be sent in March.

2. Classified Senate

Vicki Brewster spoke on behalf of Classified Senate, inquiring about the Classified Prioritization submitted as Information to College Council in spring 2025, but has not been

presented for Action. She stated that Classified Senate was notified they would not be involved with Classified prioritization, but she felt the process going forward should be communicated to the campus.

Dr. Lopez advised he would provide information at the next meeting.

3. Academic Senate

- Senate approved a new committee assessment form for subcommittees to report effectively (Curriculum, SWAC, PDD, DE).
- Standing committee established to review the viability of programs and courses focusing on discontinuing non-viable programs in light of emerging job demands due to AI and technology advancements.
- AI Committee formed to assist faculty in developing and implementing AI policies in the classroom.
- Vice Chancellor of Educational Services announced the formation of two committees: Committee on Student Success and Enrollment Management Committee.

4. Vice Presidents

Vice President Pouncil – no updates.

Vice President Dickerson

- Goodwill of Silicon Valley
 - o Goodwill approached the college to explore partnership opportunities in service programs.
 - o President and VP Dickerson will meet with Goodwill representatives soon.
 - o Goodwill operates two pre-apprenticeship programs, construction and health, and is interested in collaboration, potentially involving business students and basic needs services.
- National Science Foundation (NSF) ARC Grant Opportunities
 - NSF has revamped its grant application process; biology faculty are exploring new funding tiers.
 - o The first tier of funding applications is due March 13th, with three tiers available under the new NSF structure.
 - o Emphasis on using AI to ensure grant applications are free from biased language related to ethnicity, culture, and gender.
 - o A recommendation was made to ensure the college applies for available funding to avoid leaving money unutilized, as many colleges and universities do not apply for these grants.

5. President

a) Report Back on November 24, 2025 College Council Recommendation to Approve:

- o **Faculty Hiring Prioritization**
 - Going forward with two positions
 - o Counselor (EOPS)
 - o English (Enlace)
 - Did not move forward with Distance Education as one of the two positions.
 - o Met with the Dean and the Distance Education (DE) Coordinator to better understand the position and its responsibilities.
 - o Distance Education is important to the college; would like to see a thoughtful and intentional institutional approach.

- o Current job description and structure for the DE position were viewed as insufficient. Not opposed to filling the position in the future but need to ensure it is structured in away that is sustainable long-term.
- o The short-term coordinator model will continue for another year while the institution develops clearer strategy and frameworks.
- Additional institutional needs for online education were noted, including:
 - o Initiate discussions to expand online degrees.
 - o Increased faculty participation in POER (Peer Online Course Review) certification.
 - o Development of an online student launch pad/orientation.
 - o Centralized resources, training, and recorded materials for faculty and students involved in online courses.
- This past year there were eight faculty positions vacated due to retirement or resignations. The narrative has been eight positions unfilled, but four of those eight were filled.
 - o Important factors include the college was asked to make reductions, including positions across faculty, classified staff, and management, but also not to reduce course offerings during fall and spring terms, despite staffing reductions.
 - o The decision to limit hiring is tied to institutional financial constraints and mandates from district leadership.

b) Other Updates

- President's Open Hour dates scheduled for February 24, March 6, and April 21; the April date may be canceled as that looks to be the date planned for the campus forum.
- EVC will co-host a women's conference Saturday, March 7 on campus from 9:30 a.m. to 2:00 p.m. There will be a welcome and keynote speaker with an icebreaker following. Breakout sessions include women in STEM, women in media, building a business, work / life balance and maintaining finances.
- Dean Garza is retiring at the end of June; position has been posted to fill vacancy.
- Position posted for Custodial Supervisor.
- o Met with San José State University (SJSU) leadership to explore partnership opportunities.
 - o SJSU expressed strong interest in transfer or collaborative pathways, both in-person and online, in the following areas:
 - Psychology
 - Business
 - Computer Information Systems (CIS)
 - Engineering
- Implementation will require curriculum articulation and coordination, involving campus leaders.
- The institution currently offers 55% of courses on-site, a shift from a few years ago when 55% were online; those numbers could continue to change, with an increase for on-site courses.

ASG President, Silvano Navarro arrived mid-way through meeting, and College Council members asked for a student perspective regarding online course offerings. Silvano responded that he and many other students prefer in-person classes, but many classes are only available online; students would like to see more in-person. Further, since AI makes it easier to not study, it is too easy to rely on that when time runs out short. For in-person classes you must make the time. He stated it would be a tremendous help if there were more instructors teaching in-person classes.

H. Adjourn – meeting adjourned at 3:32 p.m.



EVERGREEN
VALLEY COLLEGE

CAMPUS TECHNOLOGY COMMITTEE

Sylvia Min

Chair

Report: Goals and Updates

College Council
February 9, 2026

Goals for the 2025-2026 Academic Year

1. Provide forums, trainings, and workshops on how to use campus and classroom technology more efficiently and effectively.
2. Improve communications, help disseminate information and updates about Campus Technology, be an advocate for resources, and best practices.
 - a) Review the Technology Refresh Plan and AURR Technology Requests
 - b) Create the EVC Technology Master Plan
3. Share content on the CTC web page or a SharePoint site

Goal #1

- 1. Provide forums, trainings, and workshops on how to use campus and classroom technology more efficiently and effectively**

Campus Technology Committee Trainings:

- September 23, 2025: How to Use Microsoft OneDrive and SharePoint
- October 17, 2025: How to Use the Campus Printers
- January 23, 2026: How to Use the Campus Printers

Goal #2

- 2. Improve communications, help disseminate information and updates about Campus Technology, be an advocate for resources, and best practices.**
 - a) Review the Technology Refresh Plan and AURR Technology Requests**
 - b) Create the EVC Technology Master Plan**

Information about Portable DVD Players and Streaming Services

- **Portable DVD Players**

EVC Library has four portable DVD players available for faculty checkout. Showing films that are tied directly to course content may fall under Fair Use or the classroom exemption, but it is still important to ensure the films you show comply with copyright requirements:

- **Can I stream a film or film clip from my personal Netflix, Amazon, HBO, etc. account in my class?**

Although showing a video in an in-person class may qualify as Fair Use, most streaming service agreements limit viewing to personal and private use only. As a result, using personal streaming service accounts for classroom screenings is not permitted.

- **Ask a Librarian**

EVC Library subscribes to streaming video packages that include classroom use in their license terms (Films on Demand, Kanopy, Academic Video Online, Swank). Some of these streaming services also offer limited Public Performance Rights (i.e. showing a film to the campus for an event). For details, refer to the EVC Library database [film/media list](#).

EVC Library has a collection of DVDs for instructors to use. Please check with EVC Library if you are unsure whether the library can provide access to the video you wish to use.

Call Forwarding

To use call forwarding to your personal cell phone, go to your campus office phone:

- Select Options and enter your voicemail password
- Select Edit by Availability
- Navigate to Custom and select Edit (note user needs to activate Custom every time they want this action, if they want it all the time edit Available state)
- You have the option to Forward call (Always, No answer, Never), you select the option.
- Navigate to No answer dest. and press clear and enter your 911 area code and number (i.e. 914082746700).
- If you selected No answer in step 4, you can set the number of rings next. For example, you can have your office phone ring 4 times before the call forwards and rings to your cell phone.
- Select Back
- Select Ok
- Select Exit

For assistance, contact: Elizabeth.Juarez@sjcccd.edu

Printing on Campus

Last summer, the District adopted and implemented a new printer system across our campus.

In response to this change in technology, the CTC has provided:

- Trainings on How to Use the Campus Printers
- A 508-compliant, accessible flyer on Student Printing
- Continued Advocacy
 - Print Portal
 - 11x17" Printing Capabilities

Goal #3

3. Share content on the CTC web page or a SharePoint site

- **How to Use Microsoft OneDrive and SharePoint**

https://sjeccd.sharepoint.com/sites/CTCTrainings-Sylvia/SitePages/2025_0923_ctc_training.aspx

- **Student Printing on Campus**

<https://www.evc.edu/support-resources/participatory-governance/campus-technology>



Campus Technology Committee Training: Microsoft OneDrive and SharePoint

Updated 09/2021 | Sylvia Mui

Microsoft OneDrive and SharePoint are cloud storage services provided by Microsoft and are free for all SVC employees to use through Microsoft Office 365. You can access OneDrive when you log into the SVC's Single Sign-On or My Apps through Microsoft.



Microsoft Office 365

Office 365 is a collection of Microsoft Office products and services that are available to SVC employees. It includes Microsoft Office Word, Microsoft Office Excel, Microsoft Office PowerPoint, Microsoft Office Outlook, Microsoft Office OneDrive, and Microsoft Office SharePoint.

Microsoft OneDrive

Microsoft OneDrive is a cloud storage service that allows you to store and share your files and folders. You can access OneDrive from any device and it is available to all SVC employees.

Microsoft SharePoint

Microsoft SharePoint is a cloud storage service that allows you to store and share your files and folders. You can access SharePoint from any device and it is available to all SVC employees.

Best Practices for Naming Files

Use the following guidelines to create effective file names:

Single User File Names with Dates	Multiple User File Names	Event Files	Search-related Files	Other File Descriptions	File Extensions
Use the date in the file name (e.g., 10/10/2021).	Use the date in the file name (e.g., 10/10/2021).	Use the date in the file name (e.g., 10/10/2021).	Use the date in the file name (e.g., 10/10/2021).	Use the date in the file name (e.g., 10/10/2021).	Use the date in the file name (e.g., 10/10/2021).

Example #1 with Single User	Example #2 with Multiple Users	Example #3 with Event Date
10/10/2021-10-10	10/10/2021-10-10	10/10/2021-10-10

Campus Technology

[Home](#) - [Support & Resources](#) - [Participatory Governance](#) - [Campus Technology](#)

Campus Technology

Purpose

Recommendations Forwarded to

Membership

Chair

Term

Meeting

Minutes

Attendance

Resources

Technology Resources for Students

Printing on Campus

Established

1988 Instructional Computer Planning Committee
1990 Instructional Technology Committee
1999 College Technology Committee

Chair

Sylvia Min

CTC

Representatives

Andrea Alexander
Briana Bardon (ASG Representative)
Debbie Chan
Charles Chiu
Gustavo Flores
Brendan Gho (Student Representative)
Susana Machado
Tejal Nark
Ken Nguyen
Matsas Pounaf
RJ Ruppenthal
Will Thai

HOW TO PRINT ON EVC CAMPUS

Print/Copy Self-Service

EVC Student ID cards are used to pay for prints and copies. Print from your device or lab computers. Student ID cards can be obtained from Admissions and Records.

Students can deposit money to print with the Cash Loader machines in MS-112 (MS3 Building), Open Lab and the Library (both in LETC Building). See the front desk for help.

Cost for prints/copies are:

- Black and White: 15 cents per one-sided page
 - Color: 50 cents per one-sided page
-

Step 1: ADD MONEY



- Swipe your EVC Student ID card at any cash machine next to printer/copier
- Add bills (face up, in \$1, 5, 10 or 20 amounts). Cash only deposit.
- Hit "Done" to logout

Step 2: UPLOAD FILE TO PRINT PORTAL



- Must be a "saved" file that you can access from your device
- From your device, connect to our EVC wi-fi network
- Navigate to Student Print Portal: <https://studprint.evc.edu>
- Use your school login/password to sign in with your credentials
- Click on "Web Print"
- Follow the prompts after "Submit a Job"
- "Jobs" will be held for up to 24 hours

Step 3: PRINT/RELEASE YOUR PRINT JOB



- Go to any student printer on campus (located on both floors of the LETC Building and in MS-112 of the MS3 Building)
- Swipe your EVC Student ID card
- Select "Print Release"
- Click on your file/print job
- Hit "Print" to print pages

Goal #2

- 2. Improve communications, help disseminate information and updates about Campus Technology, be an advocate for resources, and best practices.**
 - a) Review the Technology Refresh Plan and AURR Technology Requests**
 - b) Create the EVC Technology Master Plan**



FALL 2025 STUDENT SURVEY: EVC CAMPUS TECHNOLOGY



<https://forms.office.com/r/fUFY3CjRXv>

The purpose of this survey is to gather feedback from EVC students on our Campus Technology and how we can better support your needs.

Administered by the Campus Technology Committee.

65 responses submitted

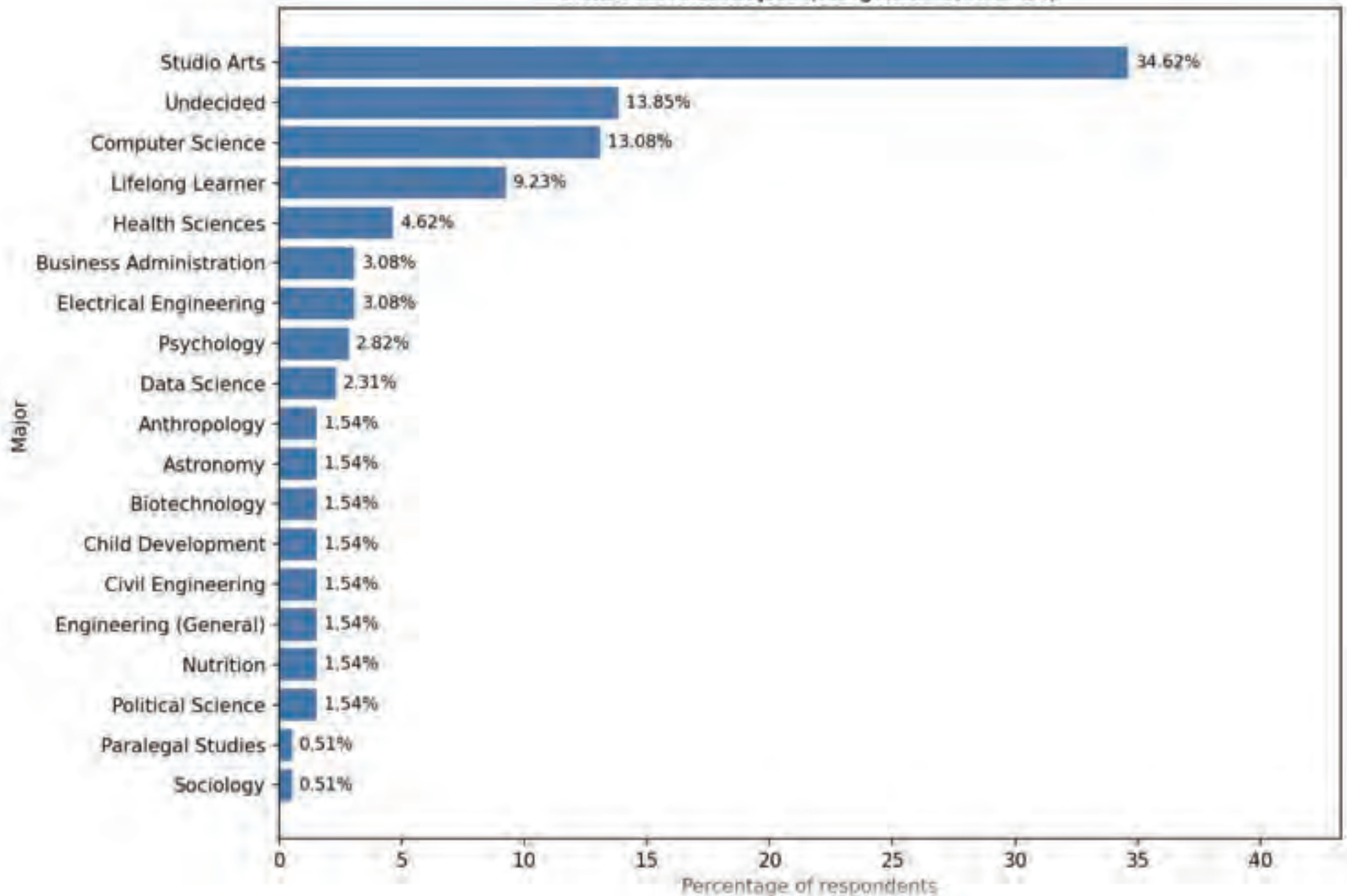
What is your major?

77%
Other

14%
Undecided

9%
Lifelong Learner

Breakdown of Majors (Weighted %, N = 65)



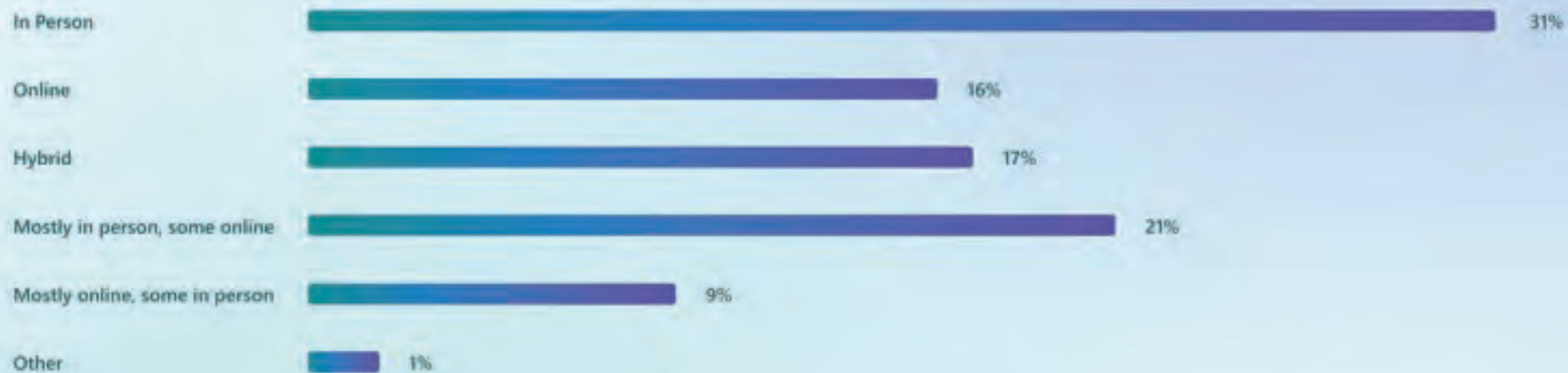
65 responses submitted

What technology resources do you use?



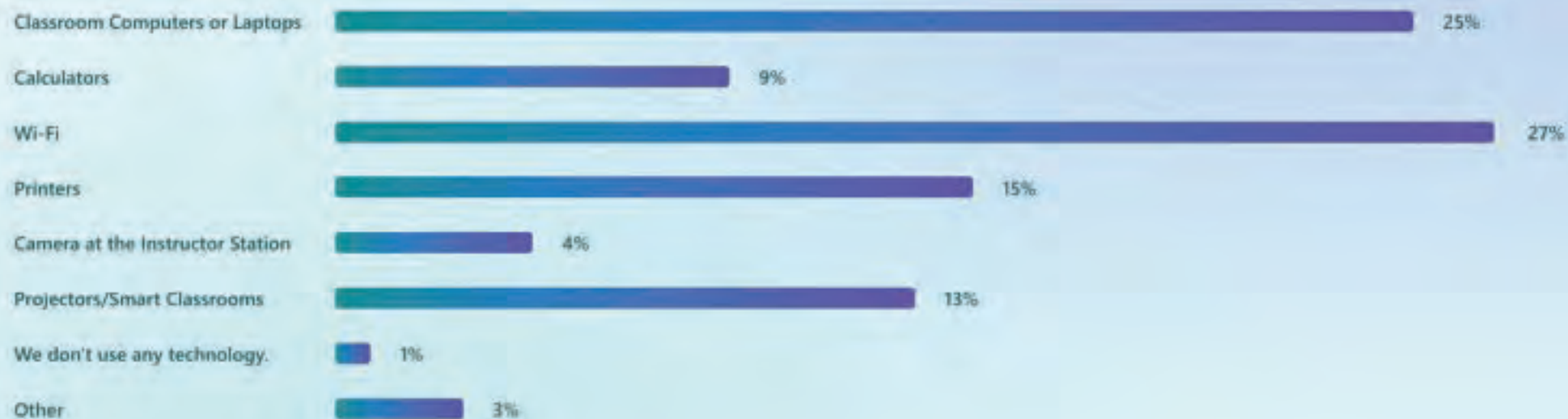
65 responses submitted

Do you prefer to attend classes in person, online, or hybrid?



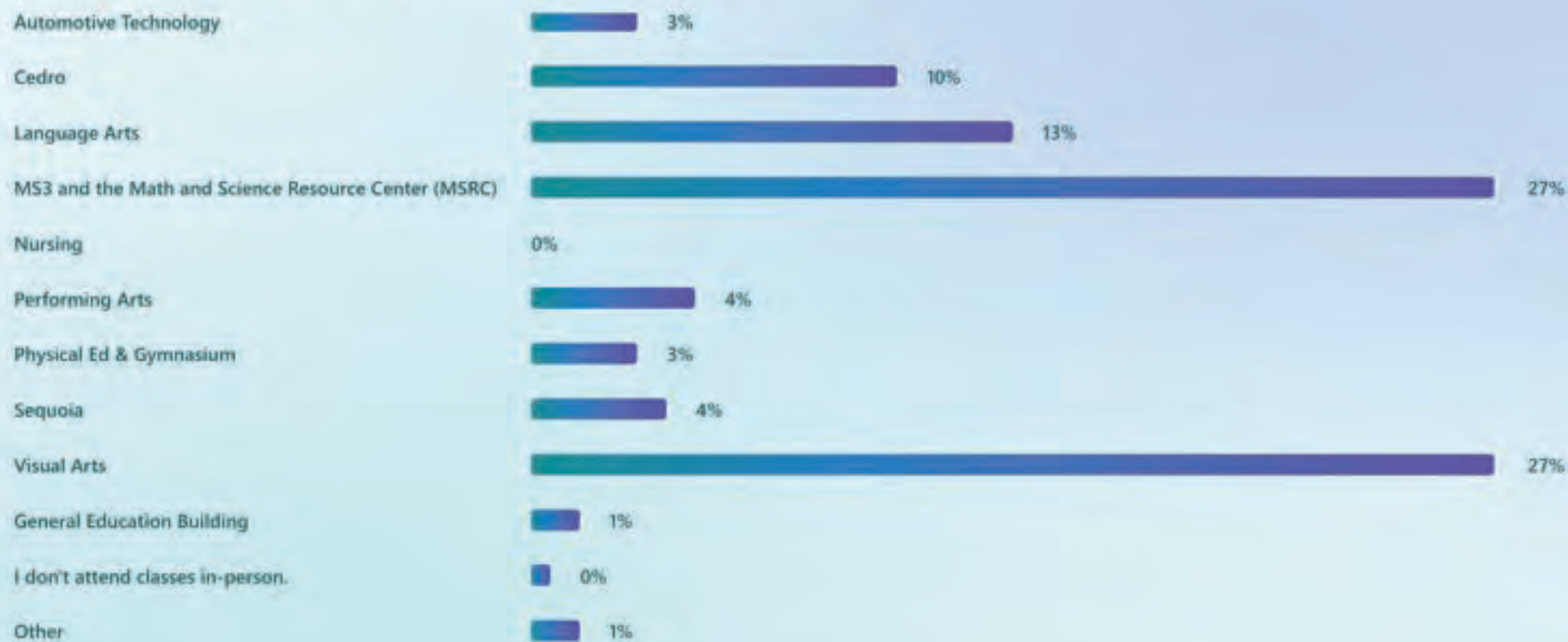
65 responses submitted

If you attend classes on campus, what technology does your class use?



65 responses submitted

If you attend in-person classes, what building are your classes in?



65 responses submitted

If you're on campus, what other locations do you use the campus technology?



65 responses submitted

What are the top 3 things that are working well in regard to our college technology?

A word cloud visualization of student feedback on college technology. The words are arranged in a circular pattern around a central point, with varying font sizes indicating their frequency or importance. The background is a light blue gradient.

Wifi

wifi is strong
Wifi is fast Student Services
library computers
good work fine
wifi connection Wi-Fi
laptop wifi is good
wifi and projector works
printer Loaner laptops
easy access calculators
LibraryPrinters
classroom laptop
wifi strength

65 responses submitted

What are the top 3 things that aren't working well in regard to our college technology?

A word cloud visualization of student feedback on college technology. The words are arranged in a circular pattern, with the most prominent words in the center and smaller words towards the edges. The background is a light blue gradient.

chargers for our laptops laptops & phones
computers in the library campus technology
laptop is a DELL students need Printers Slow
apps on the laptop **loaner laptop** wifi
work class **technologies** loner laptops
Wi-Fi
laptop models laptops have had issues college technology

65 responses submitted

Future Needs and Suggestions: How can the college improve students' technology experience?





**SPRING 2026 STUDENT SURVEY:
EVC CAMPUS TECHNOLOGY**



<https://forms.office.com/r/BGWhn0entB>

The purpose of this survey is to gather feedback from EVC students on our Campus Technology and how we can better support your needs. Survey ends February 20 at 5pm.

Administered by the Campus Technology Committee.



EVERGREEN
VALLEY COLLEGE

Thank you!

CAMPUS TECHNOLOGY COMMITTEE

Sylvia Min

Chair, Campus Technology Committee
Report: Goals and Updates

College Council
February 9, 2026



COLLEGE COUNCIL MINUTES
March 9, 2026

Present: Josephine Aguirre, Ebonnie Berry, Vicki Brewster, Maniphone Dickerson, Ariana Estrada, Henry Estrada, David Hendricks, Vinicio Lopez, Juan Manriquez, Silvano Navarro, Kelly Nguyen-Jardin

Also Present: Vince Cabada, Grace Estrada, Sylvia Min, Eric Narveson

Absent: Victor Garza, Vicky Nelson

A. Call to Order

B. Adoption of Agenda – M/S/P (E. Estrada/S. Navarro)

C. Approval of Minutes – February 9, 2026

Following correction to spelling of Sylvia Min's last name – **M/S/P (E. Berry/D. Hendricks)**

D. Public Comments –

- Sylvia Min shared that a Women's History Month event, Why Gender Equity is Important Today, will take place March 10 from 12:00-1:00 p.m. in Gullo II. An invitation was shared. Light refreshments will be provided.
- Sylvia Min shared a brief update regarding the Campus Technology Committee. It was noted the CTC is reviewing technology requests tied to the AURRs and program reviews; rubric still in development. Departments/divisions that had provided a submission were noted.

E. Recognitions/Announcements

- TRIO Student Leadership Conference (March 7): Appreciation expressed to staff and faculty who supported the event; over 400 high school students attended; 18 workshop sessions were hosted (including an inflatable planetarium) with support from multiple areas, including nursing.
- California Healthcare Interpreting Association conference: Seven translation/interpreting faculty attended; notable alumni presence working as healthcare interpreters; appreciation expressed to program leadership and faculty.

F. Information/Discussion

1. Facilitron and the Request Workflow

Presentation provided by Vince Cabada.

- A walk-through of the internal/external event request process was provided and it was emphasized that events should be approved in Facilitron prior to advertising to ensure staffing and operational support can be provided (especially weekend/evening events with overtime considerations).
- Internal requests: Intended to route through the appropriate administrator (e.g., dean/manager) and/or administrative assistant with Facilitron access to ensure departmental awareness and resourcing.

- Key requirements discussed: event details/summary; setup and support needs (tables, chairs, canopies); CTSS work order for technology; review of rental policy; campus police involvement as needed; vendor documentation/insurance as applicable; and pre-event walkthrough.
- Lead time: Guidance referenced: submit at least two weeks in advance (longer lead time recommended for complex/weekend events).
- Scheduling priorities: Generally first-come/first-served for space reservations; Facilities may facilitate conversations to relocate smaller events when larger events require a venue, depending on feasibility and willingness.
- Food locations: Spaces mentioned as allowable for food included Gullo 1, Gullo 2, and Mishra conference rooms; theater lobby/patio setups may be accommodated with restrictions (e.g., no food inside the theater).
- Access consistency: Concern raised regarding inconsistent Facilitron access across roles; Facilities indicated access should generally be limited to administrators and designated staff, with some exceptions (e.g., committee-supported events).
- Backup coverage: Noted that administrators should have backups/alternates when out to avoid delays in approvals.
- Fees: Leadership noted that internal department fees have been waived during the current period; invoices may still show line items for audit purposes.

2. Nectir AI Training: Community of Practice – Implementing AI Tools

Presentation provided by Nicholas Goodwin, Tejal Naik, and Robert Gutierrez.

- Presentation on Nectar AI, a platform that supports instructor-built chatbots/coaches with configurable guardrails and the ability to limit knowledge sources (e.g., instructor-uploaded materials). Discussion framed within statewide AI initiatives (e.g., Vision 2030) and local efforts to build AI communities of practice.
- Example bots were shown (e.g., writing/thesis support). Presenters emphasized the ability to restrict sources and select AI models while maintaining a “closed” experience compared to open internet tools.
- Access/availability: Noted as currently free to California Community College faculty and students during the pilot; presenters indicated uncertainty beyond the current pilot period and that future agreements were being discussed.
- PDD training: Professional Development Day is Friday, March 20; a four-hour training (four breakout sessions) will offer ~50 seats, with the goal that faculty leave with a configured coach/assistant for a course.
- Key questions raised: sustainability/cost after pilot; comparison to Microsoft Copilot/Copilot Studio; student adoption/encouragement strategies; data privacy and retention; impact on regular substantive interaction (RSI) and faculty-student contact.
- Responses noted: Nectar described as offering guardrails and instructor control over sources; presenters stated it is not intended to replace RSI, but to extend access (24/7 support) and supplement tutoring/office hours, particularly for online learners.

G. Reports (limited to 3 minutes + 2 minutes Q&A)

1. Associated Student Government

- ASG plans to attend the SCCC General Assembly in San Francisco (March 26–29); delegation anticipated to be ~5–6 students (to be finalized).

2. Classified Senate

- Nominations opened for Classified Senate Secretary position (vacancy due to resignation); announcement anticipated by end of month.

- Classified Retreat planning underway; date set for April 10 (details forthcoming). Management support for attendance was encouraged.

3. Academic Senate

- Friday scheduling: Senate continuing discussion of Friday class scheduling conflicts (e.g., testing and lab/science impacts) and exploring compromises/solutions.
- Administrative Procedures (APs): Senates at EVC and SJCC to coordinate review/engagement on APs affecting curriculum/academic standards (10+1 areas).
- ASCCC Area B Curriculum Committee: Meeting hosted on Saturday, March 14 (Pi Day), 9:00 a.m.–3:00 p.m.
- Student Code of Conduct and AI: Discussion noted regarding adding language about inappropriate AI usage under academic dishonesty. Members emphasized defining appropriate/inappropriate use within course policies/syllabi and maintaining academic freedom while clarifying consequences for misrepresentation.

4. Vice Presidents

- **VP Dickerson:**
 - Enrollment update shared (approx. 8,490 headcount noted); currently ~1.2% below last year, with continued monitoring (including drops for nonpayment).
 - Dual enrollment/manufacturing course expansion discussed (Milpitas USD) and expansion of a TRIO middle-school outreach model (rising 8th graders) pending MOU finalization.

5. President

- Classified prioritization: Process update shared: deans review and rank AURR/program review requests within their areas; VPs compile and rank; recommendation advances for final decision.
 - Request was made to share rankings in College Council once available.
- AURR timeline: Committee reported ~15 AURRs under review; target completion by end of April, with follow-up/response anticipated in early May (dependent on discretionary funds).
- Hiring / searches: Updates shared on pending/anticipated searches including Analyst, Director of Student Life, VP of Academic Services, VP of Student Services, and Dean of Counseling. Two faculty positions mentioned: EOPS counselor/coordinator and ENLACE English instructor.
- EEO monitor / HR participation: Discussion acknowledged scheduling challenges; clarified the EEO/HR role as compliance-focused (not ranking candidates). Request made for Senates to communicate expectations broadly; follow-up with HR to clarify options and guidance.
- Campus showcase will take place at the April 14 Board of Trustees' meeting to be held in Gullo II; student participants identified from multiple areas (science, music, EOPS, noncredit ESL).
- Coordinator assignments (2026–27): Communication anticipated to be sent by end of the week; noted potential changes in some coordination hours (e.g., CTC and Budget), with intent to brief incoming leadership.
- Announcements: Appreciation for Women's Conference (~160 attendees). Art Department 50th Anniversary Exhibit opening Wednesday (12:15 p.m.) in the art gallery; exhibit runs through the month.

H. Meeting adjourned at 3:43 p.m.

Nectir AI

PDD Training Opportunity

AI Community of Practice: Implementing AI Tools

EVERGREEN VALLEY COLLEGE

EVC College Council, March 9, 2026

Nicholas Goodwin, English Professor

Tejal Naik, DE Coordinator, Math & EDIT Professor

Robert Gutierrez, Dean of Language Arts

Generative AI and the Future of Teaching and Learning

CCC Report to BOG, 2024

“Providing faculty with the tools and professional development needed to integrate AI concepts into their curriculum is paramount.”

-Sonya Christian

Section IV: Leading with Action Vision 2030 Strategic Directions

Strategic Direction 1: Equitable Baccalaureate Attainment

Strategic Direction 2: Equitable Workforce and Economic Development

Strategic Direction 3: Generative AI and the Future of Learning

Academic Integrity Policies in the Age of Artificial Intelligence (AI) Resource Document

Professional Development and Academic Integrity

- Education and Training needs, as well as potential Collaboration
- Implement programs to educate faculty, staff, and students about AI technologies, their applications, and potential implications.
- Encourage continuous professional development

Security Measures and Data Safeguards

- Enforce strict measures for securing AI-related data
- Implement protocols for reporting and addressing data breaches
- Have clear policies on data access, security safeguards

Collaboration

- Encourage collaboration with industry, government, and other educational institutions



Guidelines and Framework for Using Generative Artificial Intelligence – Generative AI Taskforce

Approved by the Academic Senate May 20, 2025

Guiding Principles for AI Policy Development

1. Ethical considerations
2. Legal and Compliance Obligations
3. Environmental Responsibility
4. AI's limitation and Risks
5. Transparency and Communications
6. Student Accountability
7. Mental Health considerations
8. Ongoing Education and Training



Establish AI CoP: To explore the latest in artificial intelligence (AI) tools, pedagogies, and ethical considerations in higher education and work with like-minded colleagues in a judgement free space to develop best practices in using AI and craft guidance on creating AI-resistant assessments.



EVERGREEN
VALLEY COLLEGE

AI Community of Practice (AI CoP)

Building a Community of Practice is the next phase of the Gen AI Framework .

AI COP Model

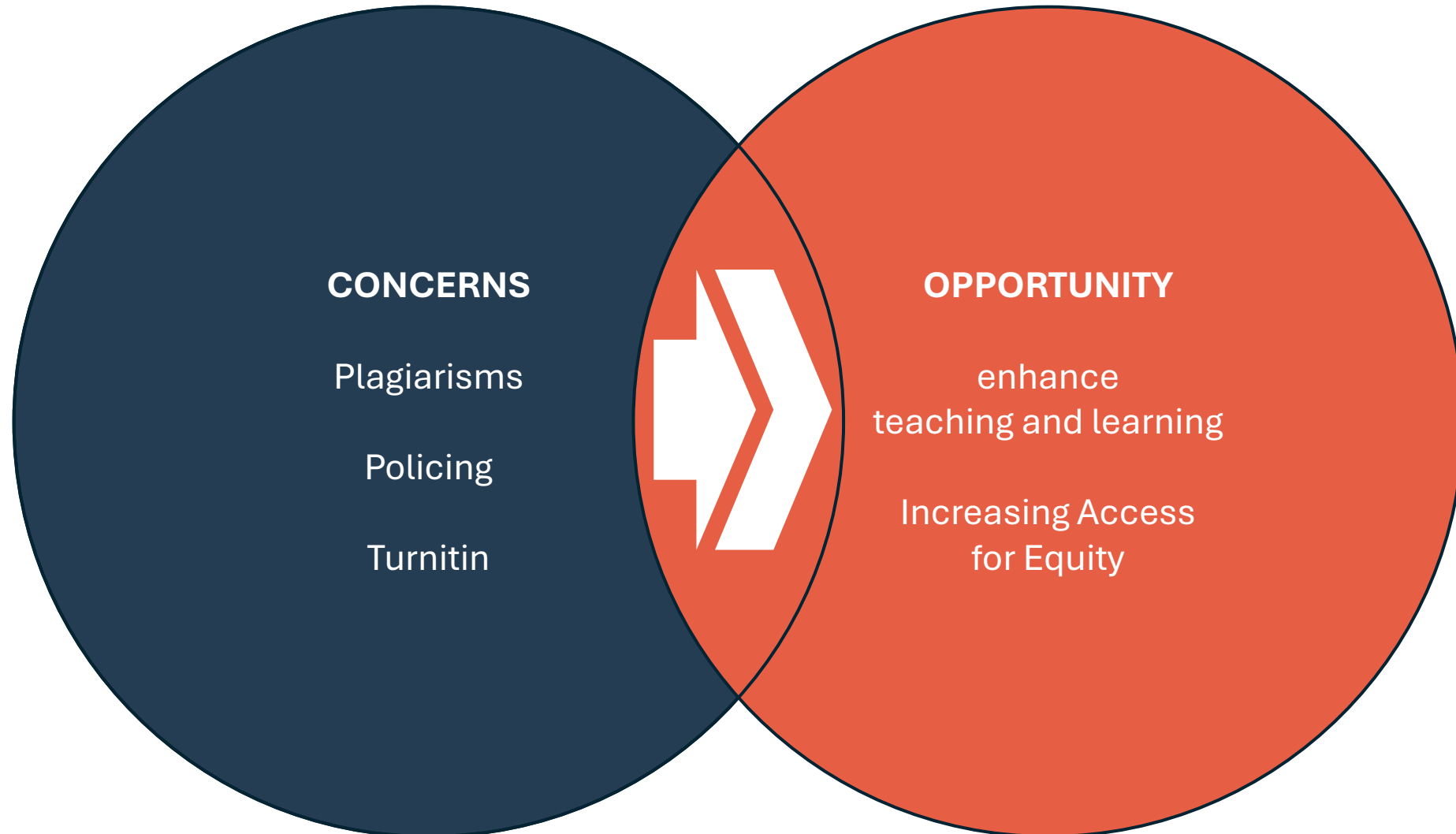
Component 1 – Asynchronous AI Learning and Discussion Shell

Component 2 – Division Level AI Conversations

Component 3 – AI Exploration Drop-In Hours

Component 4 - **NEW**

TRANSITION POINT



DEMO BY PROFESSOR GOODWIN

Create Assistant

[+ Create Assistant](#)

1 General

2 Knowledge

3 Prompt

☐ General knowledge
☒ Limited knowledge
☐ Document only

nectir

AI



California
Community
Colleges

Featured Initiatives



Digital Center for Innovation, Transformation, and Equity

Advancing innovation, equity, and
institutional transformation across the
California Community Colleges.



Nectir Pilot

Exploring the use of an AI course
assistant to support student learning
and engagement across the California
Community Colleges.



California
Community
Colleges

PILOT PROJECT

Pilot Launch

- July 2024 CCCCCO launched a pilot
- More than 280 instructors and 8,000 students participated across fall 2024 and spring 2025
- 84 California community colleges
- Extended to all CCs through spring 2026

Nectir AI's Education Focused Design

- **Support student engagement** with course materials and assignments
- Encourage learning through **guided inquiry** rather than answer generation
- Provide contextual, **course-specific assistance** using faculty-provided materials
- Explore **responsible uses** of AI that complement, rather than replace, instruction

Nectir AI Training - EVC Planning Group

COLLABORATION

NECTIR AI

Jaime Moquin, Head of Customer Success

Jordan Long, CFO

Vicki Lee, Trainer

EVC

Nicholas Goodwin, English

Emily Banh, ESL

Sara Jacome, Spanish

Ulises Palmeno, English Associate

Tejal Naik, DE Coordinator

Rober Gutierrez, Dean of Language Arts & Library

TIMELINE

- Demonstration, Feb 27
- PC Committee Public Comments, March 5
- Planning Meeting, March 6
- College Council, March 9
- DE Committee, March 10
- **4-hour in-person training PDD March 20**



PDD
MARCH 20

Presentation Sources

1. [Guidelines and Framework for Using Generative Artificial Intelligence \(Gen AI\)](#) at Evergreen Valley College Prepared by Tejal Naik on behalf of the Generative AI Taskforce Approved by the Academic Senate May 20, 2025
2. [AI at the California Community Colleges Chancellor's Office](#)
3. [Generative AI and the Future of Teaching and Learning](#)
- 4.
5. [Vision 2030 - Strategic Direction 3: Generative AI and the Future of Learning](#)
- 6.
7. [Developing AI Literacy Across the California Community Colleges](#)
- 8.
9. [AI Professional Development and Learning Opportunities](#)
- 10.
11. [Nectir AI CCC Project](#)
12. [Academic Integrity Policies in the Age of Artificial Intelligence \(AI\) Resource Document Spring 2024 , ASCCC](#)
13. [AI Community of Practice \(AI CoP\)](#)



COLLEGE COUNCIL MINUTES
March 23, 2026

Present: Josephine Aguirre, Vicki Brewster, Maniphone Dickerson, Sean Dickerson (for Ebonnie Berry), Ariana Estrada, Henry Estrada, Victor Garza, David Hendricks, Vinicio Lopez, Juan Manriquez, Silvano Navarro, Kelly Nguyen-Jardin

Also Present: Niall Adler (minutes), Marie Esperanza Outeirino, Grace Estrada, Sylvia Min, Ken Nguyen, Kathy Tran

Absent: Vicky Nelson

A. Call to Order

B. Adoption of Agenda – M/S/P (E. Estrada/J. Manriquez)

C. Approval of Minutes – March 9, 2026 – M/S/P (V. Brewster/D. Hendricks)

D. Public Comments

- Sylvia Min invited everyone to attend the Women’s Tea and Discussion on Wednesday.
- Grace Estrada shared she was thankful that the Professional Development Day was held in person the prior week. The session on AI was very good.

E. Recognitions/Announcements

- David Hendricks announced the Art alumni event and that there will be alumni in attendance during the afternoon and evening. He thanked Rachel Lazo for coordinating the event.
- Sean Dickerson announced that ASG election packages are now available. They are due April 17 at noon.
- Henry Estrada shared the outcome of the Academic Senate elections: David Hendricks, President; Tina Iniguez, Vice President; and Eric Narveson, Treasurer.

F. Information/Discussion

1. Spring Semester Campus Committee Report/Presentation

a) Campus Technology Committee Chair Report

Presentation was provided by committee Chair, Sylvia Min.

- Goals were forums and training sessions, better communications, and creating the CTC website.
- Three training sessions complete.
- Fourth training on April 24; how to create an accessible email in Outlook.
- Better Communication
 - New printers on campus, created a flyer, student surveys, reviewing the requests.
 - Provided guidance on copyright.
 - Advocated for campus technology (help desk, no resolution in MS119, able to understand where trouble spots were).
 - Reviewing the Technology Master Plan and technology requests.
 - Survey results – release date TBD.

- On campus printers: ITSS has created a portal for students to upload documents. Looking at the same for employees. Right now, PDFs are uploaded to a USB drive.

2. Concur Travel Request Submission Guidelines

Kathy Tran shared the Concur travel request submission guidelines.

- Concur was implemented districtwide four years ago.
- Handout shared that included deadlines for local, in-state, out-of-state, and international travel.
- Planning in advance provides budget savings.
 - Plan well in advance to meet the deadlines (14 days for local; 21 days for in-state; 30 days for in-state with hotel; 45 days for out-of-state; 60 days for international with Presidential and Board approval).
- Information shared will be added to the Business Services web page soon.
- Include in the comments within Concur any notes for clarification or justifications.
- Include attachments to Concur request (schedule, flyer/announcement) for further justification.
- Travel request can include estimates of expected expenditures as costs may change.
- When utilizing Professional Development funds, the committee's letter approving funding is to be attached to the request.
- Reimbursements should be submitted immediately following return from conference. Anything over two weeks, reach out to Kathy Tran.
- Include proof of payment on expense submissions.
- Obtain account / GL code in advance to ensure funds are available.
- If traveling without prior Presidential approval, employee can be responsible for any liability risk and associated expenses.
- Maximum mileage allowed is 600 miles round trip.
- Last-minute requests will likely not be approved by the President unless there are special circumstances.
- President, Chancellor, and Board ALL must approve if traveling out of the country.
- Working with District ITSS to improve user experience.
- This is an EVC document.

G. Reports (limited to 3 minutes + 2 minutes Q&A)

1. Associated Student Government

Ariana Estrada provided the ASG report.

- District volunteer award is being worked on.
- ACCEL is asking if they can use the back parking lot behind Acacia.
- Hawks Got Talent is being hosted in April.

2. Classified Senate – Josephine Aguirre

- Retreat has been moved to May 1.
- Nominations for elected officers have started.

3. Academic Senate – Henry Estrada

- Discussions on dual enrollment are ongoing.
 - Academic Senate said Dual enrollment is faculty hired under the college's purview; scheduling and Friday offerings, they did not reach a conclusion.
- Hosted a state-wide event with the Academic Senate; participants enjoyed the event and were impressed with the campus.

4. Vice Presidents

- **Academic Affairs** - VP Dickerson
 - Headcount: 8400.
 - Full demographic update.
 - Initial accreditation mid-term report is due April 15 and mid-term is due December 2026.
 - Special assignments interview announcement requests went out on Friday, March 20. Deans to follow up this week.
- **Administrative Services** – Director Tran
 - No further updates.
- **Student Affairs** – Dean Garza
 - Grad petition deadline was March 13.
 - Evaluators are accepting through this week.
 - Registration hold is March 31.
 - First Drop for Non-Payments is April 30.
 - Class schedule is live today.

5. President

- Town Hall of Cesar Chavez on Thursday. Any renaming requires Board approval.
- President's Open Hour on Thursday.
- Commencement speaker in the works.
- Program cover to Sylvia Min on Friday.
- EVC Showcase at the Board of Trustees April 14 meeting in Gullo II.
- EVC selected to the Strategic Enrollment Academy today by State Chancellor's Office.
- CAPS / Community Day Saturday, April 18.
- Chancellor's Office participating in Earth Day cleanup April 18.

H. Meeting adjourned at 3:14 p.m.



EVERGREEN
VALLEY COLLEGE

CAMPUS TECHNOLOGY COMMITTEE

Sylvia Min

Chair

Report: Goals and Updates

College Council

March 23, 2026

Goals for the 2025-2026 Academic Year

1. Provide forums, trainings, and workshops on how to use campus and classroom technology more efficiently and effectively.
2. Improve communications, help disseminate information and updates about Campus Technology, be an advocate for resources, and best practices.
 - a) Review the Technology Refresh Plan and AURR Technology Requests
 - b) Create the EVC Technology Master Plan
3. Share content on the CTC web page or a SharePoint site

Goal #1: Provide forums, trainings, and workshops on how to use campus and classroom technology more efficiently and effectively

Campus Technology Committee Trainings:

- **#1** September 23, 2025: How to Use Microsoft OneDrive and SharePoint
- **#2** October 17, 2025: How to Use the Campus Printers
- **#3** January 23, 2026: How to Use the Campus Printers
- **#4** ?????

Campus Technology Committee Training #4:

How to Create an Accessible Email with Microsoft Outlook

April 24, 2026

11am - 12noon

LE 324 on the top floor of the EVC Library

- ADA and 508 Compliance
- Supporting our Colleagues and Students with Disabilities through Universal Design
- How to Create an Accessible Email

Goal #2: Improve communications, help disseminate information and updates about Campus Technology, be an advocate for resources, and best practices.

- **Printing on Campus**
- **Showing and Streaming Videos to ensure Copyright and ADA Compliance**
- **Facilitated communications and advocated for students**
- **Administered two Student Surveys on Campus Technology**
- **Reviewing Technology Requests**

Printing on Campus

Last summer, the District adopted and implemented a new printer system across our campus.

In response to this change in technology, the CTC has provided:

- Trainings on How to Use the Campus Printers
- A 508-compliant, accessible flyer on Student Printing
- Continued Advocacy
 - Print Portal
 - 11x17" Printing Capabilities



HOW TO PRINT ON EVC CAMPUS

Print/Copy Self-Service

EVC Student ID cards are used to pay for prints and copies. Print from your device or lab computers. Student ID cards can be obtained from Admissions and Records.

Students can deposit money to print with the Cash Loader machines in MS-112 (MS3 Building), Open Lab and the Library (both in LETC Building). See the front desk for help.

Cost for prints/copies are:

- Black and White: 15 cents per one-sided page
- Color: 50 cents per one-sided page

Step 1: ADD MONEY



- Swipe your EVC Student ID card at any cash machine next to printer/copier
- Add bills (face up, in \$1, 5, 10 or 20 amounts). Cash only deposit.
- Hit "Done" to logout

Step 2: UPLOAD FILE TO PRINT PORTAL



- Must be a "saved" file that you can access from your device
- From your device, connect to our EVC Wi-Fi network
- Navigate to Student Print Portal: <https://student.evc.edu>
- Use your school login/password to sign in with your credentials
- Click on "Web Print"
- Follow the prompts after "Submit a Job"
- "Jobs" will be held for up to 24 hours

Step 3: PRINT/RELEASE YOUR PRINT JOB



- Go to any student printer on campus (located on both floors of the LETC Building and in MS-112 of the MS3 Building)
- Swipe your EVC Student ID card
- Select "Print Release"
- Click on your file/print job
- Hit "Print" to print pages

Information about Portable DVC Players and Streaming Services

Accessibility Requirements

Fair Use and Copyright

Information about Portable DVD Players and Streaming Services for EVC Employees

Accessibility Requirements

All videos shown to students must include accurate, fully synchronized captions, in compliance with Section 508 of the Rehabilitation Act of 1973 (as amended), CA Government Code §§ 7405 and 11135, and updated ADA Title II regulations.

Portable DVD Players

EVC Library has four portable DVD players available for employee checkout. Showing films that are tied directly to course content may fall under Fair Use or the classroom exemption, but it is still important to ensure the films you show comply with copyright requirements.

Can I stream a film or film clip from my personal Netflix, Amazon, HBO, etc. account in my class or at my event?

Although showing a video in an in-person class may qualify as Fair Use, most streaming service agreements limit viewing to personal and private use only. As a result, using personal streaming service accounts for classroom screenings or events is not permitted.

Can I use YouTube videos in my class or for my event?

YouTube videos may be used to support education when they are directly related to course content and accessed through a direct link. Videos should not be downloaded or copied without permission from the rights holder.

Because copyrighted materials are occasionally uploaded to YouTube without authorization and may be removed without notice, employees are encouraged to verify availability prior to class or an event and use content posted by the original creator or an authorized source when possible.

Ask a Librarian

EVC Library subscribes to streaming video packages that include educational use in their license terms (Films on Demand, Kanopy, Academic Video Online, Swank). Some of these streaming services also offer limited Public Performance Rights (i.e. showing a film to the campus for an event). For details, refer to the EVC Library database film/media list.

EVC Library has a collection of DVDs for employees to use. Please check with EVC Library if you are unsure whether the library can provide access to the video you wish to use.

Campus Technology: MS119 Projector Issue



Goal #2

Improve communications, help disseminate information and updates about Campus Technology, be an advocate for resources, and best practices.

- a) Review the Technology Refresh Plan and AURR Technology Requests**
- b) Create the EVC Technology Master Plan**
 - Target Date: May 6, 2026**

The Charge of the CTC:

- Make recommendations to the College Council on matters relating to the acquisition and use of technology campus wide.**
- Create an EVC Technology Master Plan**

Administered two Student Surveys on Campus Technology



**FALL 2025 STUDENT SURVEY:
EVC CAMPUS TECHNOLOGY**



<https://forms.office.com/r/fUFY3CjRXv>

The purpose of this survey is to gather feedback from EVC students on our Campus Technology and how we can better support your needs.

Administered by the Campus Technology Committee.



**SPRING 2026 STUDENT SURVEY:
EVC CAMPUS TECHNOLOGY**



<https://forms.office.com/r/BGWhn0entB>

The purpose of this survey is to gather feedback from EVC students on our Campus Technology and how we can better support your needs. Survey ends February 20 at 5pm.

Administered by the Campus Technology Committee.

Review the Technology Requests from the AURR and Program Reviews

Completed March 18, 2026:

Automotive Program Review (Business Workforce Development)
Enlace Program Review (Language Arts)
Language Arts Division Office AURR (Language Arts)
Library AURR (Language Arts)
SSHAKA Division Office and Athletics Program Review (SSHAKA)

To Be Completed April 15, 2026:

Visual Arts AURR (SSHAKA)
Astronomy AURR (STEM)
Biology AURR (STEM)
Campus Tutoring AURR (STEM)
Engineering AURR (STEM)
Health Science AURR (STEM)
Math Program Review (STEM)
Natural Science AURR (STEM)

Goal #3: Share content on the CTC web page or a SharePoint site

- **How to Use Microsoft OneDrive and SharePoint**

https://sjeccd.sharepoint.com/sites/CTCTrainings-Sylvia/SitePages/2025_0923_ctc_training.aspx

- **Call Forwarding**

<https://sjeccd.sharepoint.com/sites/CTCTrainings-Sylvia/SitePages/Call-Forwarding.aspx>

- **Student Printing on Campus**

<https://www.evc.edu/support-resources/participatory-governance/campus-technology>

- **Information about Portable DVD Players and Streaming Services**
Student Printing on Campus

<https://www.evc.edu/support-resources/participatory-governance/campus-technology>



Campus Technology Committee Training: Microsoft OneDrive and SharePoint

Updated 09/2025 | Sylvia M...

Microsoft OneDrive and SharePoint are cloud storage services provided by Microsoft and are free for all SVC employees to use through Microsoft Office 365. You can access OneDrive when you log into the SVC's Single Sign-On or My Apps through Microsoft.



Microsoft Office 365

Office 365 is a collection of Microsoft Office products and services that are available to SVC employees. It includes Microsoft Office Word, Microsoft Office Excel, Microsoft Office PowerPoint, Microsoft Office Outlook, Microsoft Office OneDrive, and Microsoft Office SharePoint.

Microsoft OneDrive

Microsoft OneDrive is a cloud storage service that allows you to store and share your files and folders. You can access OneDrive from any device and it is available to all SVC employees.

Microsoft SharePoint

Microsoft SharePoint is a cloud storage service that allows you to store and share your files and folders. You can access SharePoint from any device and it is available to all SVC employees.

Best Practices for Naming Files

Use the following guidelines to create effective file names:

Single User File Names with Dates	Multiple User File Names	Event Files	Search-related File Names	Other File Descriptions	File Extensions
Use the date in the file name (e.g., 2025-09-23-CTC-Training-Sylvia.docx)	Use the date in the file name (e.g., 2025-09-23-CTC-Training-Sylvia.docx)	Use the date in the file name (e.g., 2025-09-23-CTC-Training-Sylvia.docx)	Use the date in the file name (e.g., 2025-09-23-CTC-Training-Sylvia.docx)	Use the date in the file name (e.g., 2025-09-23-CTC-Training-Sylvia.docx)	Use the date in the file name (e.g., 2025-09-23-CTC-Training-Sylvia.docx)

Example #1 with Single User File Name	Example #2 with Multiple User File Names	Example #3 with Event File Name
2025-09-23-CTC-Training-Sylvia.docx	2025-09-23-CTC-Training-Sylvia.docx	2025-09-23-CTC-Training-Sylvia.docx

Call Forwarding

How to Forward Calls from Your Office Phone to Your Personal Cell Phone



To use call forwarding to your personal cell phone, go to your campus office phone.

- Select Options and enter your voicemail password.
- Select Edit by Availability.
- Navigate to Custom and select Edit (note user needs to activate Custom every time they want this action, if they want it all the time edit Available state).
- You have the option to Forward call (Always, No answer, leaving you select the option).
- Navigate to No answer dest. and press clear and enter your 9 1 area code and number (i.e. 914062746700).
- If you selected No answer in step 4, you can set the number of rings next. For example, you can have your office phone ring 4 times before the call forwards and rings to your cell phone.
- Select Back.
- Select OK.
- Select Exit.

For assistance, contact: Elizabeth.Juarez@sjeccd.edu

Campus Technology

[Home](#) » [Support & Resources](#) » [Participatory Governance](#) » Campus Technology

Campus Technology

Purpose

Recommendations Forwarded to

Membership

Chair

Term

Meeting

Minutes

Attendance

Resources

Technology Resources for Students

Printing on Campus

Technology Resources for EVC Employees

Information about Portable DVD Players and Streaming Services

Established

- + 1988 Instructional Computer Planning Committee
- + 1990 Instructional Technology Committee
- + 1999 College Technology Committee

Chair

Sylvia Min

CTC

Representatives

- + Brian Borden (ASG Representative)
- + Debbie Chan
- + Charles Chou
- + Mariphan Dickerson
- + K Follau
- + Margaret Faumai
- + Gustavo Flores
- + Brendan Gho (Student Representative)
- + Susana Machado
- + Lorena Mata
- + Tejal Naik
- + Ken Nguyen
- + RJ Ruppenthal
- + Will Tho
- + Kathy Tran





EVERGREEN
VALLEY COLLEGE

Thank you!

CAMPUS TECHNOLOGY COMMITTEE

Sylvia Min

Chair, Campus Technology Committee
Report: Goals and Updates

College Council
March 23, 2026

Evergreen Valley College

Travel Request & Reimbursement Guidelines

These guidelines provide employees with information regarding the submission of travel requests and reimbursement of travel expenses. Following these timelines helps ensure adequate time for review, approval, and processing prior to travel.

All travel must comply with District policies and procedures, including AP 7400, and must be submitted through Concur.

1. Travel Request Submission Deadlines

Employees must submit a Conference/Travel Request in Concur before booking travel or attending a conference. Requests should be submitted according to the type of travel outlined below.

Travel Type	Definition	Submission Deadline
Local Travel (No Overnight)	Travel within 50 miles of campus and no hotel stay required	14 calendar days before the event
In-State Travel (Hotel Only)	Travel over 50 miles within California requiring hotel accommodation	21 calendar days before the event
In-State Travel (Hotel + Flight)	Travel within California requiring both hotel and airfare	30 calendar days before the event
Out-of-State Travel (U.S.)	Travel outside California but within the U.S. territories (e.g. Puerto Rico and Guam)	45 calendar days before the event
International Travel	Travel outside of the United States (requires President's approval before items goes Board for approval)	60 calendar days before the event

2. Late Travel Requests

If a travel request is submitted after the required deadline:

- The employee must still submit the Conference Request in Concur.
- A detailed justification for the late submission must be included.
- The supervisor/manager may provide additional comments within Concur.
- The College President will review the request and determine whether it will be approved or denied.

3. Required Documentation for Travel Requests

Employees should include supporting documentation when submitting a travel request in Concur, such as:

- Conference agenda or invitation
- Registration information or cost
- Hotel quote or estimate (if applicable)
- Airfare quote (if applicable)
- Estimated mileage (if driving)
- Business purpose for travel and how it relates to the employee's role or department

4. Funding Requirements

Prior to submitting a travel request, departments should verify that funding is available and that the correct funding source or account is identified.

5. Travel Without Prior Approval

Employees who travel without an approved travel request assume the risk that reimbursement may be denied or expenses may become the personal responsibility of the employee.

6. Travel Expense Reimbursement

After returning from travel, employees must submit a Conference Reimbursement Report in Concur.

Action	Timeline
Submit reimbursement report	Within 45 days of returning from travel
Maximum allowed under AP 7400	Within 60 calendar days

7. Reimbursement Review and Processing

1. Employee submits the report in Concur
2. Supervisor/Manager reviews and approves
3. Business Services reviews documentation
4. District Office Accounts Payable processes reimbursement



COLLEGE COUNCIL MINUTES
April 13, 2026

Present: Josephine Aguirre, Ebonnie Berry, Vicki Brewster, Ariana Estrada, Henry Estrada, David Hendricks, Juan Manriquez, Sam Morgan (for Victor Garza), Vicky Nelson, Kelly Nguyen-Jardin, Kathy Tran (for Vinicio Lopez)

Also Present: Vince Cabada, Grace Estrada, Fahmida Fakhruddin, Penny Garibay (minutes), Melissa Hornstein, Sylvia Min, Binh Vo

Absent: Maniphone Dickerson, Victor Garza (Sam Morgan proxy), Vinicio Lopez, Silvano Navarro

A. Call to Order

B. Adoption of Agenda – M/S/P (E. Estrada/J. Manriquez)

C. Approval of Minutes – March 23, 2026 – M/S/P (V. Brewster/D. Hendricks)

D. Public Comments

- Melissa Hornstein
 - Ongoing elevator outages (notably GE Building) with inadequate communication.
 - Deans are not consistently notified to relocate classes to accessible spaces.
 - Safety and legal risks noted when classes continue upstairs during outages.
 - Suggestion to place a full-time program in the GE Building to improve responsiveness.
- Sylvia Min
 - Inconsistent announcements, deadlines, and qualifications (e.g., Women & Gender Studies coordinator).
 - Positions were rewritten or pulled without reposting.
 - Recommendation: consult Academic Senate before future announcements.
- Sylvia Min
 - Appreciation expressed for the facilities team, particularly Jamison Jossis, for their work in making the events happen for Women's History Month.

E. Recognitions/Announcements

- David Hendricks
 - Acknowledged Women and Gender Studies program, Sylvia Min in particular, for organizing events over the course of Women's History Month, ending with the book discussion and tea.
 - Acknowledged Maryam Farshadfar for organizing the Persian New Year concert; a beautiful event highlighting the new year and Persian culture.

F. Information/Discussion

1. Spring Semester Campus Committee Reports/Presentations

a) Safety & Facilities Committee Chair Report

Presentation provided by committee Chair, Vince Cabada (slides available as part of final minutes).

Focus areas

- Regular updates on district construction projects and Facilities Master Plan (FMP).
- Improved campus walkthrough model (distributed tours vs. one building at a time).
- Review of safety hazards (lighting, trip hazards, maintenance needs).

Elevators & Access

- Elevator issues managed via work orders.
- New key box / access infrastructure rolling out in phases (district project).
- Access delays reported for adjunct faculty—need smoother approval process.

Other Issues

- Longstanding/open work orders (some dating back to 2019).
- Classroom blinds identified as a safety concern, especially for lockdown scenarios.
- Follow-up underway with Facilities/District.

b) Professional Development Committee Chair Report

Presentation provided by committee Chair, Binh Vo (slides available as part of final minutes).

Goals

- Clarify funding approval process for conferences/travel.
- Increase PD workshops for classified professionals.

Updates

- Funding process clarified (committee approves allocation only; final approval via Concur & President).
- Some requests denied due to late submission.
- Full PD funding allocation: \$22,500 currently exhausted.
- Classified workshops expanded across PD days.

Challenges

- Budget constraints (50% spent on food).
- Need for earlier planning timelines for August and spring PD days.
- Request for budget increase.

2. Program Reviews for 2025-2026

Information regarding program reviews shared by IEC Chair, Fahmida Fakhruddin.

- 21 program reviews managed this year.
- 16 program reviews brought forward.
 - Administration of Justice
 - Automotive
 - CalWORKs
 - Computer Information Technology
 - Disabilities Support Program
 - Division Office-SSHAKA

- Enlace
- Foster Youth
- Health Services
- Mathematics
- Sign Language
- Spanish
- Umoja/AFFIRM
- Vietnamese
- VP Office-Academic Affairs
- VP Office-Student Affairs

G. Reports

1. Associated Student Government

Ariana Estrada provided the ASG report.

Concerns Raised

- Zero/Textbook Cost courses:
 - o Inconsistent materials across sections.
 - o Students delaying courses due to no access.
 - o Reports of faculty encouraging pirated materials (international student risk).
- Cafeteria:
 - o Vegetarian options limited by grill hours.
- Registration:
 - o Registration dates not visible in Self-Service for some students.

2. Classified Senate

Josie Aguirre advised there is no report.

3. Academic Senate

Report provided by Henry Estrada

- Approved a task force to review APs related to academic standards and policy.
- Extensive discussion on Universal Design for Learning (UDL):
 - Mandated via Title V changes.
 - Requires alternative assessment methods beyond traditional exams/essays.
 - Must be documented in curriculum by April 22, 2026.
 - Full implementation expected by 2030.
- Commitment to develop administrative procedures on Zero & Low Textbook Cost as an equity issue.
- Participation in plenary sessions (including resolutions on AI and UDL).

4. Vice Presidents

• Student Affairs

Dean Morgan reported on behalf of Student Affairs.

- Waitlist Pilot
 - Increase waitlist cap to 45 for Summer 2026.
 - Evaluate data in Fall 2026 for Spring 2027 decision.
- AANHPI Funding
 - Funds available this and next fiscal year; outreach ongoing.
- Graduation Tickets (Tassel)
 - Platform delayed due to evaluation and staffing constraints.

- Students typically receive 8 tickets, with potential extras later.
- Community Day
 - Upcoming weekend event (with Early Admissions).
- **Administrative Services**

Director Tran reported on behalf of Administrative Services.

 - Reminder to submit Facilitron requests for space use.
 - April 15 deadline for requisitions for FY25-26.
 - Budget Committee preparing allocation recommendations.
 - Travel requests for July conferences delayed due to:
 - Two fiscal years still open in district ERP/Concur.
 - Expected resolution soon; student billing also impacted.

H. Meeting adjourned at 2:54 p.m.

EVERGREEN VALLEY COLLEGE SAFETY & FACILITIES COMMITTEE PRESENTATION

Vincent Cabada, Facilities Manger
April, 13th 2026



EVERGREEN
VALLEY COLLEGE

WHO ARE WE?

CLASSIFIED

K Fallau
Nancy Tung
Bryan Pham
Jamison Jossis
Priscilla Moreno

FACULTY

Cindy Bevan
Mike Cortese
Adam Green
Manjit “Manny” Kang
Leticia Burke
Kim Stiles

MANAGEMENT

Vincent Cabada
Shara “Lu” Crary
Kathy Tran
LT. Raul Martinez
Angel Fuentes

ASSOCIATED STUDENTS

vacant

EX OFFICIO MEMBERS

VP Admin Services
Toby Smith, Associate Vice Chancellor
Chief of Campus PD

SFC GOALS 2025 -2026

- 1. Engage in discussions with Key Personal (Ex. Chief of Police, VP of Admin Services and District AVC).**
 - Having a representative from SFC at building programming meeting to inform and provide updates on behalf of SFC.
 - Regular report-outs on where each building project status (any adjustments, delays)
- 2. Continue to evaluate and provide feedback on Facilities & Safety(ex. COVID/Protocols)**
- 3. Communicate Safety & Facilities initiatives to EVC Campus.**
- 4. SFC Campus Tours- 2 during the year. To look for any potential SFC Concerns**
- 5. Develop process for campus individuals to report Safety/Facility issues.**

EVERGREEN VALLEY COLLEGE

ACCOMPLISHMENTS

- Regular report-outs from AVC Smith on campus and district projects.
 - SFC members share updates in department meetings and bring any concerns back to committee.
 - SFC Campus tours were adjusted to allow more flexibility and wider range of campus.
- 



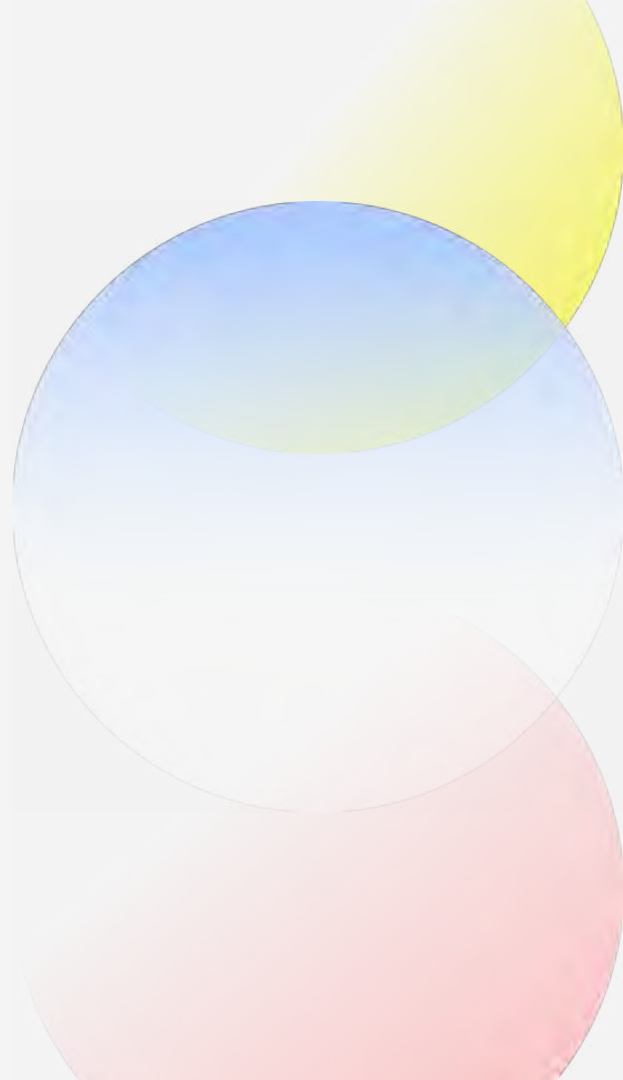
EVERGREEN
VALLEY COLLEGE

THANK YOU!

Professional Development Committee Report

Binh Vo

April 13, 2026



Goals for the '25-'26 Academic Year

Goal 1: Demonstrate a common understanding as to what our committee does for the funding requests

Goal 2: Increase the number of workshops for classified members

PD Funding
\$1200 full-timers
\$600 part-timers

The PDC allocated the entire budget by the March PDD. Special thanks to Melody Barta for creating and distributing the timeline, a solution provided when Binh reported last year.

Balancing Funding Budget

Whole-year
advanced planning
and frequent
campus email
reminders

Immediate and
constant contact to
recipients

Continue to work
with the Business
Services Office to
closely monitor the
budget

PDDs

Meals Budget

Planning ahead

Success Story: March PDD completely online~!

Planning for August 2026 PDDs

Theme: Universal Design for Learning

01

Three meetings left in Spring 2026: April 16, May 7, and May 21

02

Due to Spring Break, the PD Committee has not met to plan since our last meeting on March 19.

03

Binh has requested to join the Summer Senate and summer hours to continue working on these PDDs.

04

In-person quorum now needed for all votes

We appreciate your continued support~

Thoughts?

Questions?

Feedback?

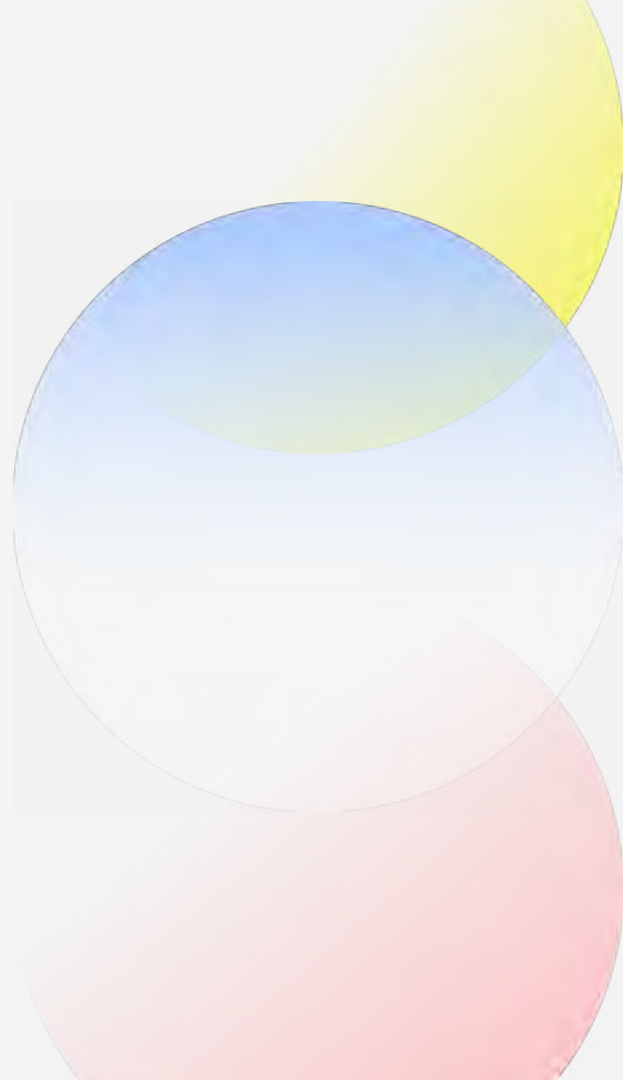


What questions may I respond to

Thank you

Questions? Contact

Binh.vo@evc.edu



IEC Approval Results: 2025–26 Cycle

College Council Meeting

Fahmida Fakhruddin, Ph.D., IEC Chair

April 13, 2026

2025–26 Program Review Approval Outcomes

Current Cycle Success

(14 Submitted)



13

Approved by IEC from the
2025–26 Cycle.

Breakdown



7 Instructional



3 Student Services



3 Administrative

Clearing the Backlog

(7 Pending)



3

Pending PRs from 2024–25
successfully approved by
IEC this year.

Total Recommendation for CC



16

Total Program Reviews
recommended for College
Council Final Approval.



COLLEGE COUNCIL MINUTES
April 27, 2026

Present: Josephine Aguirre, Ebonnie Berry, Vicki Brewster, Ariana Estrada, Henry Estrada, Teresa De La Cruz (for Victor Garza), David Hendricks, Vinicio Lopez, Juan Manriquez, Kelly Nguyen-Jardin, Kathy Tran

Also Present: Grace Estrada, Fahmida Fakhruddin, Penny Garibay (minutes), Emon Graves, Sylvia Min, Tejal Naik, Eric Narveson, Daniel Rice, Kathy Tran

Absent: Maniphone Dickerson, Victor Garza, Silvano Navarro, Vicky Nelson

A. Call to Order – meeting called to order at 2:00 p.m.

B. Adoption of Agenda – M/S/P (V. Brewster/E. Berry)

C. Approval of Minutes – April 13, 2026 – M/S/P (V. Brewster/H. Estrada)

D. Public Comments

- Sylvia Min shared that the College Technology Committee hosted a training Friday, April 24: How to Create an Accessible Email with Microsoft Outlook.
 - o Training revealed a wide range of technology skill levels across the campus.
 - o Gaps were identified in accessibility support related to instructional materials and compliance with Department of Justice/Title II accessibility requirements.
 - o Emphasized the need for an accessibility and/or media specialist to assist with remediation, media production, and faculty support.

E. Recognitions/Announcements

- David Hendricks
 - o Successful job fair organized by Janina Espinosa with strong employer and student participation.
 - o Positive turnout and energy at Community Day / Day on the Green and CAPS registration events.
 - o Recognition of collaborative work on Distance Education contract language, particularly contributions by Tejal Naik, faculty and union leadership.

F. Information/Discussion

1. Spring Semester Campus Committee Reports/Presentations

a) College Budget Committee Chair Report

Presentation provided by committee Chair, Eric Narveson (handout available as part of final minutes).

Key Highlights:

- Committee recommended revisiting a Resource Allocation Model, considering post-pandemic operational changes.
- Adopted a shared definition of “mission critical” expenditures to prioritize funding decisions.
- Budget context:
 - o \$285,000 available discretionary funds vs. \$1.4M+ in requests.
 - o Committee emphasized that recurring instructional supply needs (e.g., science labs, library resources) should be incorporated into the base budget (Fund 10) rather than funded annually through discretionary requests.

- Held back \$7,000 for inflation and pricing changes.
- Collaboration with Campus Technology Committee reduced redundancies.
- Reassigned time funding for committee chair concludes this academic year.
- Final funding recommendations expected at the next Council meeting.

Discussion:

- Support for incorporating mission-critical instructional supplies into core budgets.
- Long-term budgeting by course and FTES to improve financial forecasting.
- Acknowledgment that safety-related facilities needs may qualify as mission critical.

b) All College Curriculum Committee Chair Report

Presentation provided by committee Chair, Grace Estrada (slides available as part of final minutes).

Key Highlights:

- The transition to the Maverick curriculum system was reported as successful.
- CCN Phase 2 was completed ahead of schedule.
- Curriculum approval timelines have improved, with some approvals completed in less than one week.
- Developed Program Viability Review Process.
- A timeline for Universal Design for Learning (UDL) implementation was presented, targeting full implementation by Spring 2029.
- Concerns were raised regarding:
 - o Vacant program analyst position delaying program proposals.
 - o Title V changes, standardized accounting units, and CCN articulation issues with CSU/UC.
 - o Faculty anxiety about UDL workload and support.
- Committee reaffirmed opposition to forming a district-level curriculum committee, favoring local control with coordination through the district academic senate.

c) Distance Education Committee Chair Report

Presentation provided by committee Chair, Tejal Naik (slides available as part of final minutes).

Key Highlights:

- The committee reported growth in POCR (Peer Online Course Review), AI training, and digital literacy initiatives.
- Expanded accessibility, equity, OER/ZTC advocacy, and AI integration.
- A faculty-centered AI framework was developed, preserving academic freedom.
- Over a dozen professional development workshops are offered each semester, with strong participation when compensation is available.
- Ongoing challenges include funding limitations, accessibility mandates under Title II, and difficulty achieving quorum.
- The committee is exploring participation in the Accessibility Capability Maturity Model (ACMM) cohort in Fall.
- Continued emphasis on quality, accessibility, equity, and AI literacy.

2. Renaming of Plaza on the Green

President Lopez stated he was bringing the conversation to College Council; he is not in favor of a subcommittee as there enough people at College Council to begin discussing ideas to move forward.

- o Council members expressed consensus against naming the plaza after individuals.
- o Suggested approaches included a campus-wide name solicitation or contest followed by ranked voting.
- o Suggested names included Alumni Plaza, Central Green Plaza, Legacy Plaza.
- o The item was deferred for further discussion, with plans to revisit in the fall semester.

- o Final approval will rest with Board of Trustees.

3. Campus Technology Committee Assessments and Recommendations on the 2025-2026 Program Reviews and AURRs

Sylvia Min shared a handout (handout available as part of final minutes).

- o Committee independently reviewed 27 technology requests from 14 departments.
- o Requests were evaluated using consistent criteria including cybersecurity, accessibility, sustainability, duplication, and instructional alignment.
- o The process improved transparency and informed College Budget Committee decision-making

G. Action

1. Program Reviews for 2025-2026

- Administration of Justice
- Automotive
- CalWORKs
- Computer Information Technology
- Disabilities Support Program
- Division Office-SSHAKA
- Enlace
- Foster Youth
- Health Services
- Mathematics
- Sign Language
- Spanish
- Umoja/AFFIRM
- Vietnamese
- VP Office-Academic Affairs
- VP Office-Student Affairs

M/S/P (E. Estrada/E. Berry)

H. Reports

1. Associated Student Government

Ariana Estrada provided the ASG report.

- Students have expressed need for safe places to nap; suggested use of lactation pods.
- Requested extended library hours during finals week.
- ASG elections are currently underway.
- Student success was celebrated, including Ariana Estrada's acceptance to UCLA.

2. Classified Senate

Report provided by Josie Aguirre.

- Announcement of newly elected Classified Senate Secretary: Margaret Faumui.
- Classified Retreat scheduled for May 1, themed "Hard Work and Celebration."

3. Academic Senate

Report provided by Henry Estrada

- Senate task force formed (district-wide) to address Title V-impacted Administrative Procedures.
- Continued emphasis on **OER and low-cost instructional materials** as equity and student success initiatives.
- Exploration of fully online program completion pathways.

4. Vice Presidents

No reports.

5. President

- Management and VP searches progressing; goal to complete by July.
- Budget deficit reduction update forthcoming to Budget Committee and College Council.
- College accepted into SEM Academy beginning June.
- Educational Master Plan renewal to begin (current plan ends 2027).
- ACCJC Annual Report extension submitted; due May 1.
- Seal of Excelencia application is in progress.
- Successful Community Day and CAPS events; looking forward to seeing how it can be leveraged for next year.
- Commencement: May 22; keynote speaker Dr. Larry Solomon.

I. Meeting adjourned at 3:38 p.m.

Report to EVC College Council
From
College Budget Committee Chair
Professor Eric Narveson

The 2025-2026 academic year saw several actions by the College Budget Committee.

1. The Committee voted unanimously to reopen the exploration of a Resource Allocation Model for the district and the two colleges. Members understand that previous attempts ended in failures, but post pandemic circumstances along with new leadership, may bring forth a workable model. This resolution was forwarded to the appropriate constituency groups and leadership.
2. The Committee adopted a definition of "Mission Critical" that is applied to discretionary budget requests and recommends that others might use these criteria to other fiscal decisions. This list is on the back of this report.
3. There is a near-unanimity that requests that are considered Mission Critical should be line items on the college budget, so that programs don't have to compete for funds within the discretionary amount left over.
4. This year's discretionary fund amount is \$285,000. The Committee agreed to keep a \$7000 reserve for inflation, tariffs and other price changes.
5. The Committee reviewed 14 AURRs and 9 program reviews with requests amounting to over \$1,400,000. One AURR has dropped at their own request, leaving 22 to consider.
6. Thanks to the recommendations from the College Technology Committee of technology requests, the Budget Committee is nearing completion of its task.
7. The Committee was informed of the end of funding (reassigned time) for the Committee Chair effective at the end of the academic year. Kathy Tran has informed the Committee that she will be a Co-Chair in the fall and solicited the Committee for anyone who would like to be the other Co-Chair. No one has responded.
8. The Committee Chair and Kathy Tran will present the final decisions of the Committee to the College Council at its next meeting.

Duly submitted,

Eric Narveson, Chair, College Budget Committee 2024-2026.

Mission Critical Guidelines for the AURR

Mission Critical refers to expenditures that are essential to fulfilling the institution's core mission and regulatory obligations. If these functions were interrupted or underfunded, the college would be unable to meet accreditation standards, legal requirements, or its primary educational outcomes.

The following list provides criteria to measure mission critical:

- **Teach classes with educational materials that meet industry standards and professional practices**
- **Provide core student support services tied to retention and completion**
- **Maintain accreditation, legal compliance and equitable access**
- **Ensure student and employee health and safety**

Submitted by the Mission Critical Definition Subcommittee: Lu Crary, Lisa Hays, Antoinette Herrera, Eric Narveson, Heather Ott, Kathy Tran, 4 March 2026

ALL -COLLEGE CURRICULUM COMMITTEE (ACCC) 2026 UPDATE

College Council

April 27, 2026

Grace Estrada, Ph.D.

All-College Curriculum Chair



EVERGREEN
VALLEY COLLEGE

The purpose of the All-College Curriculum Committee is to review, approve, and recommend additions, deletions and changes to the curriculum of the college. Specifically, this committee will:

- ☑ Review, approve, and recommend additions, deletions, and changes to the curriculum of the college.**
- ☑ Articulate and coordinate curriculum matters with San Jose City College, UC, CSU, and other appropriate entities.**
- ☑ Review, approve, and recommend new programs and instructional requirements for students.**

EVERGREEN VALLEY COLLEGE

ACCC MEMBERS

- **ACCC Chair:** Grace Estrada
- **Acting Vice-President of Instruction:** Maniphone Dickerson
- **College Curriculum Coordinator:** Vicki Brewster
- **Deans:** Antoinette Herrera (STEM) & Robert Gutierrez (Language Arts)
- **Academic Services Analyst:** Vacant
- **Academic Supervisor:** Tina Nguyen
- **Articulation Officer:** Laura Garcia
- **College Schedule Coordinator:** Erlinda Farris
- **Distance Ed. Chair:** Tejal Naik
- **SLOAC Chair:** Rahmon Pashtunyar
- **Business + Workforce Rep:** Mark Bernbeck/Fahmida Fakruddin
- **Counseling Rep:** Rosa Pereida
- **Language Arts Rep:** Claudia Schalesky
- **Library Rep:** Judith Girardi
- **Nursing Rep:** Jeanine Vaughn
- **SSHAKA Rep:** Alison Johnson
- **STEM Rep:** Laimi Cong-Huyen
- **At-Large:** Eric Narveson
- **Student Representative:** Emely Salazar
- **Student Representative:** Karyn Tran

2025 -2026 COMMITTEE GOALS

- ☑ **Update the Curriculum Handbook**
 - *In progress*
- ☑ **Review the CurriQunet Proposal Fields**
 - *Ongoing - based on needs for UDL implementation*
- ☑ **Revisit/Update the Curriculum Submission Timeline**
 - *Reviewed Fall 2025*
- ☑ **Develop a Written Process for Addressing the Impact of Deactivations**
 - *Completed Spring 2026*

MAJOR ACCOMPLISHMENTS

- ☑ Smoothly transitioned to Maverick
- ☑ Completed implementation of CCN Phase IIA templates ahead of schedule
- ☑ Further streamlined the curriculum approval process
- ☑ Developed a Program Viability Review process
- ☑ Created a timeline for UDL implementation

EVERGREEN VALLEY COLLEGE

CHALLENGES

- ✓ **Vacant program analyst position**
- ✓ **Standardized Accounting Method implementation
(35 courses impacted)**
- ✓ **Upcoming UDL implementation**
- ✓ **Uncertainty about platform decision**
- ✓ **Title 5 changes to COR, course, and degree requirements**
- ✓ **Continuation of CCN template implementation**

EVERGREEN VALLEY COLLEGE
SUPPORT NEEDED

- ☑ **STAFFING:** Fill Program Analyst position with highly qualified applicant ASAP: Program updates required by CCN and microcredential program development
- ☑ **INVESTMENT:** Provide additional funding and opportunities for professional development (training for UDL implementation) beyond PDD
- ☑ **ADVOCACY:**
 - **LOCAL:** *Maintain campus autonomy for curriculum approval process*
 - **STATEWIDE:** *CCN templates should have articulation and GE approvals **before** further local implementation*

ALIGNMENT WITH EVC ILOS, INITIATIVES, & EMP

- ✓ **ILOs:** Ensure every course and every program maps to them
- ✓ **Eliminate equity gaps:** Creation of innovative courses and programs to serve diverse needs; implementation of UDL
- ✓ **Shorten students' time to completion:** Cal-GETC & CCN implementation

ACCC is the key mechanism through which EVC serves its students and fulfills its mission . We ensure quality curriculum that meets Title 5 requirements and ACCJC standards, creating the lived educational experience for our students.

TENTATIVE UDL IMPLEMENTATION TIMELINE

TERM	ACTIVITY	TERM	ACTIVITY
Summer 2026	Attend Curriculum Institute workshops for UDL implementation	Summer 2028	Attend Curriculum Institute workshops for UDL implementation
Fall 2026	Professional Development Day (PDD) workshops; Develop criteria for Catalog Descriptions; submit any needed CurriQunet tickets	Fall 2028	Develop criteria for Textbooks and Materials component; submit any needed CurriQunet tickets; faculty training and implementation of Lecture/Lab Content rubric
Spring 2027	Develop criteria for Objectives and Methods of Instruction; submit any needed CurriQunet tickets; faculty training and implementation of Catalog Description rubric & Program Review reflection	Spring 2029	Full implementation of all UDL rubrics for curriculum proposals, assessment reports, and program review; additional faculty training/support on UDL
Summer 2027	Attend Curriculum Institute workshops for UDL implementation	Summer 2029	Attend Curriculum Institute workshops for UDL implementation
Fall 2027	Develop criteria for Outcomes and Methods of Evaluation; submit any needed CurriQunet tickets; faculty training and implementation of Objectives and Methods of Instruction rubrics; implementation of Program Review reflection	Fall 2029	Address any additional adjustments needed in CurriQunet; additional faculty training/support on UDL
Spring 2028	Develop criteria for Lecture/Lab content; submit any needed CurriQunet tickets; faculty training and implementation of Outcomes and Methods of Evaluation rubrics	Spring 2030	Ensure all UDL processes are documented in relevant handbooks

- ☑ **Weekly Zoom Curriculum Support drop-ins on Fridays 1-2 PM**
- ☑ **PDD Workshops scheduled to focus on UDL**
- ☑ **Canvas course shell on Curriculum**

A word cloud featuring the phrase "Thank You" in multiple languages including English, Spanish, Italian, French, German, and Japanese. The words are arranged in a dense, overlapping pattern, with "Thank You" in English being the most prominent. The colors used for the text include red, blue, green, yellow, orange, and purple. The background is a solid light blue.

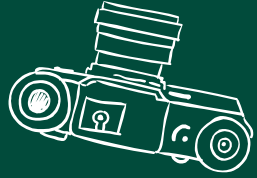


Spring 2026

Distance Education Committee(DEC)Report



Tejal Naik
DEC Chair



DEC Charge and Purpose

- ❖ Support high-quality, online and hybrid courses (*POCR, DE refresher training*)
- ❖ Ensure alignment with state and accreditation requirements in online courses (*RSI, ADA Title II*)
- ❖ Promote innovation, accessibility, equity and social justice (*AI, ZTC/OER*)

DEC Membership

- ❖ Subcommittee of the Academic Senate
- ❖ Cross-functional: includes faculty, staff, student and administration

Committee Structure

- Administration
- Classified professionals
- CTSS
- Faculty
- Students

2025 - 2026 Members

Angel Fuentes

Ebonnie Berry

Shashi Naidu

Phong (Ken) Nguyen

Grace Estrada

Fahmida Fakhruddin

Michael Ghebream

Nicholas Goodwin

Maggie Grover

Sara Jacome

Nasreen Rahim

Will Thai

Long Tran

DEC Key Responsibilities

- ❖ Guide DE & AI policy, course approval, and evaluation processes
- ❖ Support and promote POCR (Peer Online Course Review)& CVC exchange participation
- ❖ Advance & advocate ZTC/OER to reduce student costs
- ❖ Lead efforts to support responsible and effective use of AI in teaching and learning (AI survey, community of practice)

DEC 2025 Goals

- ❖ Develop & Implement practices and policies on Gen AI for teaching and learning
- ❖ Continue and expand IOTL workshops (AI literacy, asynchronous refresher training)
- ❖ Update Student Surveys for Online Courses to align with Online Faculty Observation form.

Accomplishment

- ❖ Provided DE training through IOTL workshops (weekly sessions; 625+ badges awarded)
- ❖ Led campus and cross college AI efforts (AI survey, faculty training, community of practice development)
- ❖ Introduced Nectir AI assistant training with DEC-approved refresher credit to incentivize faculty participation
- ❖ Supported digital and AI literacy initiatives to strengthen student readiness

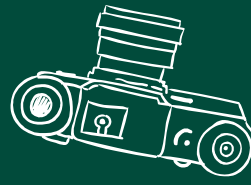


Challenges

- ❖ Rapidly evolving technology landscape, especially AI
- ❖ Increasing demand for faculty and student support in DE
- ❖ Limited resources impacting initiatives such as POCR
- ❖ Ongoing compliance requirements (e.g., RSI, ADA Title II, UDL)
- ❖ Maintaining consistent quorum and participation to support timely decision-making

Looking Ahead

- ❖ Strong foundation to build and scale DE efforts moving forward
- ❖ Sustained student demand for flexible online learning
- ❖ Continued focus on quality, accessibility, and equity in DE
- ❖ Expanding AI literacy and digital readiness for students and faculty



Thank you

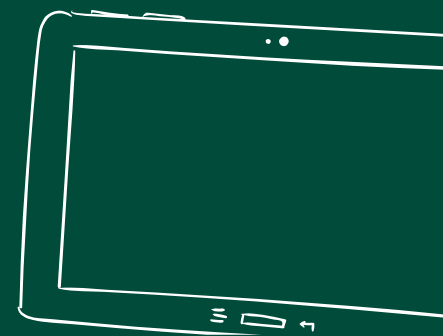
Questions? Follow up?

Tejal.Naik@evc.edu

Drop-in hours:

T, 12 to 1 pm in LE 220

W, 12 to 1 pm on Zoom



Campus Technology Committee

Assessments and Recommendations on the 2025-2026 Program Reviews and AURRs

Completed April 15, 2026:

Administration of Justice (SSHAKA)—Added to CTC's agenda as per Kathy Tran's 4/15 email

Visual Arts AURR (SSHAKA)

Astronomy AURR (STEM)

Biology AURR (STEM)—Removed from CTC's agenda as per Lisa Hayes' 4/15 email

Campus Tutoring AURR (STEM)

Engineering AURR (STEM)

Health Science AURR (STEM)—Removed from CTC's agenda as per Lisa Hayes' 4/15 email

Math Program Review (STEM)

Natural Science AURR (STEM)—Removed from CTC's agenda as per Lisa Hayes' 4/15 email

Completed March 18, 2026:

Automotive Program Review (Business Workforce Development) **–Amended April 15, 2026**

Enlace Program Review (Language Arts) **–Amended April 15, 2026**

Language Arts Division Office AURR (Language Arts)

Library AURR (Language Arts)

SSHAKA Division Office and Athletics Program Review (SSHAKA)

Administration of Justice

Division: SSHAKA

Future Needs: Technology

Total Amount Requested: \$720 per year

Provide a detailed list of each item being requested in this category to include item name(s), amount(s), and quantity: Annual Membership for Streaming Service for Study.com

The monthly cost is \$29.99 per month (\$359.88 a year). The cost for two faculty members to use this service would be approximately \$719.76 a year.

Total If there is any Ongoing Cost of this item? Yes

Technology Request: Two annual memberships for streaming service for Study.com

Committee Comments and Questions:

Faculty have been using the 508 compliant streaming service for their online courses and are seeking a continuation of support for services. Instructors are using their academic freedom and are seeking a resource to support their courses. There are other departments who have separate licenses solely for their department courses.

CTC Response (Assessment and Recommendation): We recommend because it supports their curriculum.

Division Representative: K Fallau and Gustavo Flores

Visual Arts: AURR

Division: SSHAKA

Future Needs: The Art Department did not put the following technology requests in order or prioritize them, but they did remove some technology requests (iPads, SDR/DVD cameras, and Pantone Software) from their AURR request to prioritize these following technology requests.

Technology Request 1: Two 3D Scanners— \$800

Description: Two 3D scanners with rotary attachments

Purpose & Courses Served: Used in Art 013, 042, 043, and 076A, this equipment gives students hands-on experience with contemporary digital technologies. In Art 042 Sculpture

I, SLO #4 requires students to produce sculptures that demonstrate both traditional and contemporary methods—including digital processes—making the 3D scanner an essential learning tool.

Committee Comments and Questions:

The Art Department has 3D printers and the 3D scanners would support a more integrated use for the classes. The Art Department Lab Technician would support the 3D scanner, not CTSS. If the Art Department gets it, get it with an additional warranty package. The Art Department does not have any 3D scanners for their Sculpture or 3-D courses. Other departments like Engineering have 3D printers without CTSS support. The committee recommends one without CTSS technical support to see if the scanner is a good one to troubleshoot and test the brand.

CTC Response (Assessment and Recommendation) for the 3D Scanners:

K Fallau (Art Department Lab Technician) recused, the rest of the committee recommends one 3D scanner without CTSS technical support.

Technology Request 2: Vinyl Cutter — \$600

Description: One CNC vinyl cutter for cutting vinyl and paper-like materials

Purpose & Courses Served: Supports Art 012, 025, 035, 038, 042, 043, 075, and 076A by enabling students to design and fabricate objects using a professional, industry-standard output method. It strengthens skills required in courses such as Art 025, where students creatively interpret design elements, and Art 035, where SLO #1 requires students to create portfolios demonstrating design and technical competency.

Committee Comments and Questions:

The committee recommends that if you get it, get it with an additional warranty package. CTSS can support software communications. CTSS wouldn't be supplying the vinyl—K, the Art Department Lab Technician, confirms. If the Art Department is teaching their students about gallery presentation, this is a must have and it is a time saver, so that the Art Department and their students do not need to go off campus to print out their files.

CTC Response (Assessment and Recommendation) for Vinyl Cutter:

K Fallau (Art Department Lab Technician) recused, the rest of the committee recommends.

Technology Request 3: Mac Minis with Peripherals — \$2,000

Description: Two stations, each with a Mac Mini, monitor, keyboard, and mouse

Purpose & Courses Served: One station will support the downstairs lab and one the upstairs lab. These computers allow students to access essential peripherals and output their projects. Courses supported include Art 012, 013, 024, 025, 035, 038, 042, 043, 060, 066, 067, 068, 075, and 076A. For Art 038 Graphic Design II, SLO #1 requires students to create advanced portfolios for print and screen using digital tools.

Committee Comments and Questions:

Is there an existing device or is this a new device? This is a new device for VA 209 and VA 117 or VA 117B. There is no desktop station that is dedicated to the Laser or the 3D stations. The Art Department is currently borrowing a ThinkPad from CTSS.

CTC Response (Assessment and Recommendation):

The committee recommends a reduction to one Mac Mini, K Fallau (Art Department Lab Technician) recused.

Technology Request 4: Large-Format Printer —\$3,500

Description: Printer capable of producing 11×17 and larger color prints

Purpose & Courses Served: Required for printing student assignments, portfolios, and exhibition materials. It ensures equitable access as the department moves toward low-cost or no-cost education. Supports Art 012, 014, 024, 025, 026A, 032, 035, 038, 055, 060, 062, and 076A. In Art 038, SLO #1 requires students to create advanced print and screen portfolios, making large-scale printing essential.

Committee Comments and Questions:

The District's HP would cost \$10K. Is the District purchasing one? Is there a duplication of services? Is our college getting a large format printer? CTSS has had a conversation with Kathy Tran about having a shared printer at the Library. There was a question about which department would cover the cost of the paper if it is housed in the Library. Would recommend if it goes with the District's okay and sticker price. No archival grade printing would be at the Library. Library has the room but there are concerns about the ongoing costs that would be absorbed by the Library if it supports campus wide use. Art Department can provide a room for students. Caltronics would handle the maintenance. Until recently, the Konica printer in the Art Department supported 11x17 printing, but this ability was lost through the printer system transition. The transition should be the same or better. The Art Department should also share this information with the Division Dean so that he can also continue this conversation with Kathy Tran.

CTC Response (Assessment and Recommendation):

K Fallau (Art Department Lab Technician) recused, the committee recommends that a large format printer be restored for the Art students to use as these capabilities were lost due to the transition to the new printer system.

Technology Request 5: Scanner - \$1,900 Description: scanner for 11x17 scans,

Description: Epson Workforce DS50000 Purpose & Courses Served: Required for printing student assignments, portfolios, and exhibition materials. It ensures equitable access as the department moves toward low-cost or no-cost education. Supports Art 012, 014, 024, 025, 026A, 032, 035, 038, 055, 060, 062, and 076A. In Art 038, SLO #1 requires students to create advanced print and screen portfolios, making large-scale scanning essential.

CTC Response (Assessment and Recommendation):

Does not recommend as it can integrated with the printer.

Division Representatives: K Fallau and Gustavo Flores

Astronomy: AURR**Division: STEM**

Future Needs: amount(s), and quantity: Celso Batalha, the faculty member who will retire in the summer of 2026, has been maintaining a subscription (webpage) for the Montgomery Hill Observatory for several years, with a yearly subscription of \$357.98. This meetup account has over 2,500 subscribers who receive messages from us, including announcements before the public stargazing. With his retirement, the department must assume responsibility for maintaining this account.

Total If there is any Ongoing Cost of this item? Yes

If so, what is it? \$358.00

Technology Request 1: Subscription to Meetup Account

CTC Response (Assessment and Recommendation): Committee does not recommend.

Reason: Please refer to Niall and utilize Modern Campus to ensure security and alignment with District initiative for domain consolidation.

Technology Request 2: 3D – Goggles, MetaQuest 3S, and RIZON-DLA-EDU with software with shows

Description: 3D - Goggles to improve students' engagement in astronomy lectures. Meta Quest 3S (HMS and Warranty Included) 128 GB / Device-Lifetime-Access Service for EDU
SKU: MQ3S-128-HO

RIZON-DLA-EDU \$499.99 x 10 = \$4999.99 + Software with shows - \$1950.

Committee Comments and Questions:

CTSS does not support any technical aspect of this request, but as the request also includes software is not clear how much CTSS support is needed.

CTC Response (Assessment and Recommendation): Unable to recommend without further information.

Division Representative: Charles Chau

Campus Tutoring: AURR

Division: STEM

Future Needs: Technology

Total Amount Requested: 16,100.00

Description: Online Tutoring Services via NetTutor All EVC students will access, including fully online students. 700 hours per year for NetTutor Online Tutoring x \$23/hr = \$16,100

Technology Request: Online Tutoring Services via NetTutor

Committee Comments and Questions:

It is the only tutoring source for the fully online students. It aligns with the College's mission and goal to promote student success. Campus Tutoring has not gone over their allotment of hours and the hours rollover. It is a yearly subscription.

CTC Response (Assessment and Recommendation): Committee recommends.

Division Representative: Charles Chau

Engineering: AURR

Division: STEM

Future Needs: High-performance engineering laptops \$3,000 each $\times 3 = \$9,000$ Required to replace the lost Acacia computer lab capacity and to complete the makeshift lab in GE-101. These laptops must support CAD (Autodesk Inventor/AutoCAD),

MATLAB, Arduino IDE, and circuit simulation software. Without them, we cannot accommodate a full class of students or meet instructional requirements for ENGR 018, ENGR 030, ENGR 050L, and ENGR 071.

Technology Request: This request was reduced to 1 laptop as Melissa Hornstein stated that CTSS has recently provided laptops to her department.

Committee Comments and Questions:

This request aligns to the college mission. It is also supported by CTSS.

CTC Response (Assessment and Recommendation): Committee recommends.

Division Representative: Charles Chau

Math Program Review

Division: STEM

Technology Request 1: Surface Pro Tablet

Description: Almost 10 years ago, the department bought a Surface Pro tablet for a full-time faculty chair to run Division Curriculum and department meetings. This tablet has proven very useful for this faculty, not only for her teaching, but very important and useful for her STEM division curriculum work (chair) and District curriculum (ACCC) membership. This tablet is now very old, does NOT hold charge, and needs to be plugged in when used. A replacement tablet would be greatly appreciated, as the faculty is used to how the old tablet operates and its usefulness (pen features, ability to download apps, etc.) for her, beyond a regular laptop can. Tablet Total = \$2,604

Committee Comments and Questions:

Is this standard technology? Should this be deferred to the laptop refresh? We have Math teachers who write on a tablet to write on a screen. This is the standard for the Math

Department. This can be requested by other departments. This request can't be fulfilled with an iPad.

CTC Response (Assessment and Recommendation): Committee recommends.

Technology Request 2: 24 Student Laptops

Description: MSRC's twenty-four student laptops are outdated and will need to be replaced. These current laptops are made in 2020 and are from the first wave of student returned laptops from COVID-19. They barely accepted the recent Windows 11 update and might not accept the next one.

Some are not even touchscreens. Math and science students use these for their coursework when they come to the MSRC for tutoring instructions. It is critical that our students have more up-to-date and current laptops that run on current Windows/Office operations. MSRC 24 Laptop Total = \$36,000

Committee Comments and Questions:

Where is the location of these laptops? There are being refreshed. These are already on the schedule.

CTC Response (Assessment and Recommendation): Committee does not recommend because they are already on the refresh schedule. This is a duplication request.

Technology Request 3: 100 TI-84 Calculators

Description: Due to high demand from EVC math students checking out math calculators from the library, library faculty recommends that the math department purchase 100 more TI-84 graphing calculators, so there will be enough for students. \$110 each from Amazon (quantity 100) = \$12,000 tax included.

Committee Comments and Questions: CTSS does not support batteries. The new calculators are charged by USB and don't rely on batteries.

CTC Response (Assessment and Recommendation): Committee recommends.

Division Representative: Charles Chau

Automotive: Program Review

Division: Business & Workforce Development

Future Needs: Technology

Total Amount Requested: 10,000.00

Provide a detailed list of each item being requested in this category to include item name(s), amount(s), and quantity: electude LMS is needed to help students learn

Total If there is any Ongoing Cost of this item? Yes

If so, what is it? \$

Technology Request: Electude LMS

Committee Comments and Questions:

March 18, 2026: It appears to be an engine simulator.

Does it meet District and CTSS accessibility requirements, e.g. HECVAT and VPAT?

Is this for online classes? If yes, then canvas integration is required.

Is this one-time cost or reoccurring? Ongoing costs are unknown.

April 15, 2026: Update from Division Representative: The department does not remember making this request.

CTC Response (Assessment and Recommendation): Amended 15, 2026 from “Unable to recommend without further information” to “**Does not recommend after obtaining further information.**”

Division Representative: RJ Ruppenthal

Enlace: 25-26 Comprehensive Program Review

Division: Language Arts & Library

Future Needs: Technology

Total Amount Requested: 745.00

Provide a detailed list of each item being requested in this category to include item name(s),

amount(s), and quantity:

(1) Canva Pro Yearly Subscription- \$120

(1) SMORE Yearly Subscription- \$100

Strong Interest Inventory Assessment Licenses (40 a year)- \$525

Total If there is any Ongoing Cost of this item? Yes

If so, what is it? \$745.00

Technology Request: Canva Pro, SMORE, Strong Interest Inventory Assessment Licenses

Committee Comments and Questions:

How did they operate in the past without the software?

Can they use other software that has already been adopted, e.g. Adobe Express, Constant Contact?

No enterprise license for Canva is currently available at our District.

Strong Interest Inventory Assessment Licenses: How does this advance student success and institution effectiveness. Does it align with curriculum?

Technology Request 1: Canva Pro

Committee Comments and Questions:

There is a duplication of software as the Adobe Creative Cloud, specifically Adobe Express, already meets the need and performs the same tasks. There is a free Canva account. The cost has gone up to \$140/year. Is there other funding to cover this, e.g. Student Equity Fund? This is a tool outside of Canvas for learning.

CTC Response (Assessment and Recommendation): Amended on April 15, 2026 from “Does not recommend.” to “Committee recommends for one year to allow transition to Adobe Express.”

CTC also recommends the institution provide more training in the Adobe Creative Cloud.

Technology Request 2: SMORE

CTC Response (Assessment and Recommendation): Amended on April 15, 2026 from “Unable to recommend without further information.” to “Committee recommends for one year to allow transition to Constant Contact.”

Technology Request 3: Strong Interest Inventory Assessment Licenses

CTC Response (Assessment and Recommendation): Amended on April 15, 2026 from “Unable to recommend without further information.” to “Wouldn’t recommend if the Career Center already has something like it, but would recommend if there is no duplication of service”.

Enlace Additional Technology Requests:

Future Needs: Equipment

Total Amount Requested: 6,000.00

Provide a detailed list of each item being requested in this category to include item name(s), amount(s), and quantity: 5 Laptops- Enlace Faculty/Staff

Total If there is any Ongoing Cost of this item? No

Technology Request: 5 Laptops- Enlace Faculty/Staff (Was listed in Equipment)

CTC Response (Assessment and Recommendation): Does not recommend.

Reason: This request should be incorporated and initiated at the District Level as part of the PC Refresh.

Division Representatives: Debbie Chan and Lorena Mata

Language Arts Division: 2025-2026 AURR

Division: Language Arts & Library

Future Needs: Technology

Total Amount Requested: 1,380.00

Provide a detailed list of each item being requested in this category to include item name(s), amount(s), and quantity: Funds for website host and website maintenance of Leaf by Leaf digital publication

Total If there is any Ongoing Cost of this item? Yes

If so, what is it? \$2,200.00

Technology Request: Website Host and Website Maintenance of Leaf by Leaf digital publication

CTC Response (Assessment and Recommendation): Does not recommend.

Reason: Please utilize Modern Campus to ensure security and alignment with District initiative for domain consolidation.

Division Representatives: Debbie Chan and Lorena Mata

Library (AURR Submission for 2025)**Division: Language Arts & Library**

Future Needs: Technology

Total Amount Requested: 10,000.00

Provide a detailed list of each item being requested in this category to include item name(s), amount(s), and quantity: Laptops (x4) to replace the library's broken and long overdue laptops that are checked out to students for three weeks. These laptops help support students who have financial barriers and have immediate short-term need of a laptop for accessing course related materials and resources such as OER, Canvas, Microsoft Suite Software, etc. It also supports students who report not meeting the qualifications for the semester laptop loans provided by the college.

Total If there is any Ongoing Cost of this item? No

Technology Request: 4 Laptops

CTC Response (Assessment and Recommendation): We recommend because it advances student equity and success.

Division Representatives: Debbie Chan and Lorena Mata

Administrative Comprehensive Program Review: Dean of Social Sciences, Humanities, Arts, Kinesiology, and Athletics

Division: SSHAKA

Future Needs: Technology

Total Amount Requested: 5,000.00

Provide a detailed list of each item being requested in this category to include item name(s), amount(s), and quantity: 2 iPads for Dean and AD, new laptop for Dean

Total If there is any Ongoing Cost of this item? No

Technology Request 1: 1 iPads for Dean and AD

Committee Comments and Questions:

Division provided more information on April 15, 2026: Dean is using his phone to scan and upload documents for statistics and data. It may be better for the Dean to upgrade his phone and have his costs subsidized by the District. The committee would like to request a use case to illustrate/clarify the need for an iPad. It was also mentioned that employees who are also using their phones under official terms for their work can also apply for \$80 deduction off their phone bills and \$200 towards a new phone. The CTC wants to make sure that the Dean is aware of this as it is not clear how the iPad is better technology than a phone.

What are the short term and long term consequences that impact the program if this iPad is not purchased?

CTC Response (Assessment and Recommendation): Unable to recommend without further information.

Technology Request 2: New Laptop for Dean

CTC Response (Assessment and Recommendation): Do not recommend:

Reason: This request should be incorporated and initiated at the District Level as part of the PC Refresh.

Division Representative: Gustavo Flores



COLLEGE COUNCIL MINUTES
May 11, 2026

Present: Josephine Aguirre, Ebonnie Berry, Maniphone Dickerson, Ariana Estrada, Henry Estrada, Victor Garza, David Hendricks, Vinicio Lopez, Juan Manriquez, Silvano Navarro, Kelly Nguyen-Jardin

Also Present: Sean Dickerson, Grace Estrada, Fahmida Fakhruddin, Angel Fuentes, Penny Garibay (minutes), Sylvia Min, Sam Morgan, Eric Narveson, Mike Osorio, Kathy Tran

Absent: Vicki Brewster, Vicky Nelson

A. Call to Order – meeting called to order at 2:03 p.m.

B. Adoption of Agenda – M/S/P (H. Estrada/D. Hendricks)

C. Approval of Minutes – April 27, 2026 – M/S/P (J. Aguirre/D. Hendricks)

D. Public Comments

- David Hendricks – Concerns regarding the draft of the district’s strategic master plan have been raised and will be provided to the Chancellor.
 - o Make resource allocation commitments more specific and measurable.
 - o Incorporate classroom funding and operational needs into strategic priorities.
 - o Elevate non-credit education as a critical response to changing demographics and workforce demands.
 - o Expand focus on services for lifelong learners and retirees.
 - o Strengthen language around participatory governance and stakeholder involvement, including the Academic Senate.
- Sylvia Min – Announced on behalf of Women and Gender Equity Program that May 11 through 17 is Period Poverty Awareness Week. They will be providing programming on campus. Students who lack access to menstrual products experience higher rates of absences, leave class early, experience shame and embarrassment, and are less able to focus and engage in the classroom. This dovetails with AB367, which is a state law that requires every community college to offer free menstrual products in at least one central location on campus. It is important that EVC better communicate to students where free products are located. An upcoming event will also be offering free menstrual products while supplies last.

E. Recognitions/Announcements

- David Hendricks
 - o Expressed appreciation for the documentary shown on the Vietnamese migration experience. The event was sponsored by Aspire.
 - o Attended the Black Excellence graduation the prior week, which was put together well. A lot of spirit and energy.

F. Information/Discussion

1. Spring Semester Campus Committee Reports/Presentations

a) Diversity Action Committee Chair Report

Co-Chairs, President Lopez and Director Dickerson, shared information.

- DAC was reintroduced at the beginning of the year.

- Committee recommended to survey entire college community to gather feedback on potential college-wide activities and initiatives.
 - o Survey was developed and distributed last Tuesday and will remain open throughout this week.
 - o Approximately 68 responses received thus far.
 - o DAC is seeking broader participation in the survey to help guide future diversity and engagement initiatives.
 - o Requested that College Council members encourage employees to complete the survey as the planned activities are intended to benefit the entire college community.
- Committee continues to engage in productive discussions about goals and future initiatives.

b) Institutional Effectiveness Committee (IEC) Chair Report

Presentation provided by committee Chair, Fahmida Fakhruddin (slides available as part of final minutes).

- IEC completed a productive 2025-26 Program Review Cycle:
 - o Reviewed 21 comprehensive program reviews (14 current-year submissions and 7 carried over from 2024-25).
 - o Reviewed 15 annual updates/resource requests.
 - o 16 comprehensive program reviews were approved and recommended to College Council, which subsequently approved them.
- First-ever Program Viability Review was initiated for the Building Information Modeling (BIM) program and is currently in progress.
- Significant improvement in curriculum compliance:
 - o Percentage of instructional programs with out-of-date courses dropped to 13%.
 - o Represents a 68% reduction from the previous year.
- IEC implemented extensive support for program review authors:
 - o 14 workshops
 - o 27 one-on-one sessions
 - o 12 Friday drop-in support sessions
 - o Curriculum and SLO/PLO status reports
 - o Tutorial videos and guidance materials
- Positive feedback from program review authors:
 - o 91% reported the process was easy to navigate.
 - o 82% found CurricUNET easy to use for program review completion.
- Added new program review requirements and process improvements:
 - o Student Services program reviews will require SAO assessment reporting beginning next cycle.
 - o Program review deadline moved from November 30 to December 1.
 - o Handbook updated with glossary, deferred review procedures, and revised review questions.
- IEC reviewed:
 - o 10 Educational Master Plan (EMP) key action plans.
 - o ACCJC annual reporting requirements.
 - o Institutional standards and goals.
- Continue sending curriculum and SLO/PLO compliance reports multiple times throughout the year to improve readiness and compliance.
- UDL (Universal Design for Learning) reflections will be incorporated into program review templates, effective beginning the 2027-28 cycle.
- IEC will continue work on refining the CurricUNET/Maverick program review module and overall process improvements.

- IEC will develop a formal process for handling pending program reviews that carry over multiple years.
- Pending program reviews are primarily caused by:
 - o Curriculum non-compliance (out-of-date courses/programs).
 - o SLO/PLO assessment non-compliance.
 - o Incomplete program review drafts.

2. EVC ENGL/ESL Friday Common Final Schedule, Discontinuance Spring 2027

Dean Gutierrez presented.

- The English and ESL Common Final Exam will be discontinued effective Spring 2027.
- The exam is currently in-person, proctored final assessment administered in English C1000, English C1001, ESL 380, ESL 390.
- Approximately 2,300 students annually (about 1,100 to 1,200 per semester) take the exam.
- The exam is held on the last Friday of the semester, requiring students from all course modalities (in-person, hybrid, synchronous, and asynchronous) to attend in person.
- Exceptions currently exist only for two fully asynchronous sections supporting the fully online degree pathway.
- Beginning Spring 2027:
 - o Courses will follow the regular 16-week instructional calendar.
 - o The dedicated Friday Common Final Exam will no longer be scheduled.
 - o Faculty will determine their own methods of final assessment.
- The decision was made to:
 - o Align with Title V mandates.
 - o Support Universal Design for Learning (UDL) principles.
 - o Reduce institutional barriers for students.
 - o Provide faculty with greater flexibility in determining final assessment methods.
- The change was presented as an information item to:
 - o Academic Senate
 - o Associated Student Government

Considerations:

- Revise the college catalog to reflect the change.
- Update the academic calendar:
 - o Fall calendars may still show the Friday final date where applicable.
 - o Spring 2027 and future terms should remove the notation.
- Remove course schedule notes that currently inform students about the required Friday final exam.

3. College Budget Committee Recommendation for Supplemental Budget Allocation

Kathy Tran, Director of College Fiscal Services presented.

- The College Budget Committee (CBC) reviewed 23 requests in Spring 2026:
 - o 9 Program Reviews
 - o 14 Annual Unit Resource Requests (AURRs)
- Only requests involving discretionary funding were reviewed. Staffing requests and requests without discretionary funding needs were excluded.
- Total discretionary funding requested through reviewed Program Reviews and AURRs exceeded available resources:
 - o Initial requests: ~\$1.0 million
 - o First-priority requests only: \$558,000
 - o After applying a newly defined mission-critical criterion and manager revisions: \$356,000
- Available CBC allocation funding totaled \$285,000.

- The committee developed and applied a formal definition of mission-critical needs to prioritize funding requests.
- Managers were asked to revise requests to focus solely on mission-critical items.
- Ranking rubric was used to evaluate and prioritize requests.
- The committee approved \$278,000 in allocations.
- \$7,000 (approximately 2.5% of the allocation budget) was retained as a reserve fund to address future cost increases, inflation, shipping expenses, and other unforeseen budget adjustments.
- The committee incorporated feedback from the College Technology Committee (CTC) when evaluating technology-related requests.
 - o Preference was given to requests that had been reviewed or vetted through the CTC process.
 - o Some exceptions were made due to timing considerations and departmental implementation needs.
- The committee continued its practice of providing strengths and improvement feedback to Program Review and AURR authors to improve future submissions.

Discussion Points:

- Committee members noted concern that some mission-critical instructional needs are being funded through discretionary allocations when they may more appropriately belong in the college's regular operating budget (Fund 10).
- Concerns were raised about a disconnect between district strategic planning goals and the financial resources available to implement them.
- Appreciation was expressed for the committee's work in managing a highly competitive funding process with limited resources.
- Interest was expressed in improving guidance and training for departments that are less experienced in preparing strong funding requests.

As the May 11 meeting is the last for the semester, Henry Estrada made a motion to move the item from Information to Action; David Hendricks seconded the motion.

M/S/P (H. Estrada/D. Hendricks)

ACTION

Kelly Nguyen-Jardin made a motion to approve the College Budget Committee's Recommendation for Supplemental Budget Allocation; Henry Estrada seconded the motion.

M/S/P (K. Nguyen-Jardin/H. Estrada)

4. College Council Annual Effectiveness Assessment

- The assessment form was shared with College Council.
- 2025/2026 goals were reviewed.
- A link to the online assessment form will be emailed to the College Council.
- Members were asked to provide their timely feedback for the work the Council conducted during 2025/2026.

G. Reports

1. Associated Student Government

Ariana Estrada provided the ASG report.

- ASG is creating a form to advertise vacant positions and increase student awareness of opportunities to run for positions in the next school year.
- Student concerns were raised regarding pending balances and debts showing in self-service systems. Students were advised to follow up with the appropriate office for assistance.

- The Unity Student Club shared information about AB 367 and period poverty awareness, which was well received and appreciated.
- ASG will allocate \$50,000 from its budget toward end-of-year and summer scholarships to support students, particularly in light of reductions in federal funding.
- Concerns were raised that the Basic Needs program may be unable to restock supplies for the remainder of the semester due to funding limitations. Further discussions are planned to clarify the situation.
- A representative will attend a one-day legislative advocacy trip at SAC on behalf of EBC this Wednesday.

2. Classified Senate

Report provided by Josie Aguirre.

- Classified Senate retreat was last Friday.
 - It was very well attended and received positive feedback from participants.
 - Provided very useful information by the speakers.
 - Shari Bookstaff delivered a presentation on the power of education and the impact employees have on student success.
 - Shared a message about turning challenges into opportunities, using the analogy of creating "cranberry juice from lemons."
 - Discussed how perspective influences resilience and how continual adaptation can contribute to burnout if not managed thoughtfully.
 - Participants responded positively to the message and found it relatable and inspiring.
 - David Jackson spoke about perseverance and the importance of continuing to show up, especially during difficult times.
 - Emphasized creating supportive, service-oriented environments focused on student success.
 - Highlighted the value of the often-unseen work performed by classified professionals.
 - Provided practical and creative strategies for maintaining engagement, purpose, and resilience in the workplace.
 - His presentation generated strong interaction and engagement from attendees.
 - Takeaways were:
 - The work of classified professionals is essential to student success.
 - Maintaining a positive perspective can help navigate challenges and reduce burnout.
 - Service, resilience, and purpose are critical in supporting students and colleagues.
 - Creating supportive spaces and continuing to show up, even during difficult times, has a meaningful impact.
 - Encourage staff to apply resilience and perspective-building strategies shared during the retreat.
 - Continue fostering a service-focused environment that prioritizes student success.
 - Explore opportunities for future professional development and wellness-focused speaker engagements.

3. Academic Senate

Report provided by Henry Estrada.

- Recognition was given to Nasreen Rahim, a longtime faculty member who is retiring this year after 25 years as a full-time faculty member.

- o A Senate commendation was presented in recognition of her:
 - Outstanding work with the EDIT program.
 - Positive collaboration with faculty.
 - Service on various college committees.
- This will be Henry Estrada's last year serving as Academic Senate President; he will be returning to the classroom.

4. Vice President Area Reports

ACADEMIC AFFAIRS

VP Dickerson shared the following:

Spring 2025 Final Enrollment

- Spring enrollment finalized at 8,222 students, representing a 2.5% increase in total headcount compared to the prior year.
- Spring figures are now at the final reporting cutoff.

Summer Enrollment

- Current summer enrollment stands at 4,432 students.
- Summer headcount is up 9.2% compared to the same time last year.
- FTES/FTEM is also increasing, with a reported 7.3% growth.

Comparative Performance

- The college is offering more sections than neighboring/sister colleges and is also serving a larger number of students.

Fall Enrollment

- Fall registration remains ongoing, and additional dual enrollment sections are still being added.
- Current fall headcount is 5,054 students.
- Fall enrollment is up 8% compared to the same point last year.
- FTES figures were not available during the report and will be provided later.

Key Highlights

- Positive enrollment growth across Spring, Summer, and Fall.
- Summer enrollment shows the strongest growth at +9.2%.
- Fall enrollment is trending positively with an 8% increase while registration is still in progress.
- Continued expansion through dual enrollment offerings is expected to further strengthen fall numbers.
- Will be finalizing special assignments this week.

ADMINISTRATIVE SERVICES

Director Tran shared the following:

- July 3 is the deadline to submit all employee reimbursements.
- Requests need to be submitted via Concur.
- If attending a conference in June, it's important employees are aware to submit by the July 3 deadline.

STUDENT AFFAIRS

Dean Morgan shared the following:

- The district will participate as a cohort in the Accessibility, Compatibility, and Maturity Model (ACMM) (2026-27)
 - Participation was coordinated with campus coordinators, college presidents, and district executive leadership.

- The initiative will conduct a district-wide needs assessment and gap analysis focused on advancing digital accessibility.
- Key areas of review include:
 - Alignment with updated Title II and Title V regulations
 - Universal Design for Learning (UDL)
 - Procurement processes
 - Web and social media content
 - Departmental operational practices
- Cohort sessions are scheduled for September 22-23, with the location still being finalized, potentially at the district office.
- Commencement Volunteer Update
 - Approximately 33 volunteers have signed up for ceremony setup and participation.
 - Volunteer assignments will be distributed this week.
 - Additional volunteers are welcome; late sign-ups will be assigned based on remaining needs.
- California Promise Grant Billing Issue
 - Ongoing work is addressing issues related to how the California Promise Grant is being calculated and billed.
 - The issue has been resolved for Fall term calculations.
 - Adjustments for Summer term calculations are still in progress.
 - Students who see incorrect summer balances should be advised that the issue is under review and being corrected.

Dean Garza shared the following:

- EVC is establishing a Behavioral Intervention Team (BIT), scheduled to launch in the fall.
 - o The team will focus on cases that may not require a disciplinary response, using a wraparound approach to address student needs and connect them with appropriate resources.
 - o Core Team Members
 - VPSS
 - Title IV Coordinator
 - Student Conduct Officer
 - Crisis Support Case Manager
 - Academic Counselor
 - DSP Faculty Coordinator
 - Lieutenant Martinez (Officer)
 - Additional Partners as needed (Basic Needs Team, Special Programs)
 - o Primary Objectives
 - Provide a collaborative, student-centered support system and strengthen overall student conduct processes.
 - Review and discuss student cases.
 - Provide coordinated intervention and support services.
 - Determine appropriate responses based on individual student needs rather than relying solely on disciplinary measures.
 - Connect students with campus resources and support networks to promote success and well-being.
 - o BIT implementation and official launch planned for the fall semester.

5. President

- Thanked departing committee members for their service, insight, and contributions to the College Council.

- Congratulated student members on their university acceptances and future academic endeavors.
- Recognized Dean Garza for 20 years of service and contributions to Evergreen Valley College.
- Vice President searches are progressing; appointments are targeted for July Board approval.
- Dean of Counseling and Director of Student Life searches are underway.
- Two of the three Umoja-related positions are posted, with the third posting soon; goal to have all positions filled by fall semester.
- Leadership is working to address staffing gaps related to Basic Needs services; interim support plans have been identified to ensure continuity of services during staffing transitions.
- Acknowledged ongoing staffing shortages across the district; continued efforts are being made to fill multiple vacant positions.
- Expressed appreciation for the campus community's patience during a period of significant change and transition.
- Recognized recent Umoja and Enlace celebrations.
- Reflected on a documentary event that highlighted personal resilience and the importance of understanding individual stories.
- Upcoming events include:
 - o ASPIRE Celebration (Wednesday)
 - o Translation and Interpreting Celebration (Thursday)
 - o Scholarship Ceremony (Thursday)
 - o Commencement Ceremony May 22
- Strategic Planning
 - o College will begin discussions regarding the next Educational Master Plan, as the current plan concludes in 2027.
 - o Early engagement will occur through College Council and constituent groups to prepare for future planning efforts.
- Acknowledged participants in the Enrollment Management Academy, which is scheduled to begin in June.

H. Meeting adjourned at 3:41 p.m.

INSTITUTIONAL EFFECTIVENESS COMMITTEE

IEC Chair Report

Program Review Cycle Update · 2025–2026
College Council Presentation

Fahmida Fakhruddin, Ph.D. · IEC Chair

May 11, 2026



21

Comprehensive Reviews

15

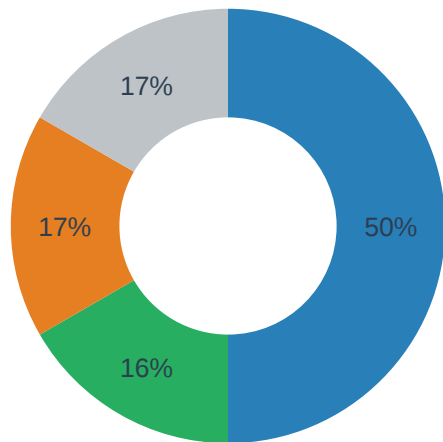
Annual Updates Reviewed

68%

Reduction in
Out-of-Date Courses

2025–26 Program Review Overview

18 comprehensive reviews across four categories



■ Instructional ■ Student Services
■ Administrative ■ Deferrals

Instructional (9)

Automotive · BIS · CIT · Enlace · Math · Sign Language · Sociology · Spanish · Vietnamese

Student Services (3)

Disabilities Support · Foster Youth · Health Services

Administrative (3)

Academic Affairs (VP) · Division Office (SSAKA) · Student Services (VP)

Deferrals (3)

Counseling · Transfer Center · Women and Gender Studies

See how these 18 reviews broke down by outcome →

Approval Outcomes

How 18 comprehensive reviews moved through the approval process

16

Total Reviews
Recommended for
College Council

3

Pending PRs from
2024–25 Cleared
This Year

13

Approved from
2025–26 Cycle
(of 14 submitted)

7 Instructional · 3 Student Services · 3 Administrative — [See the full list](#) →

Program Viability Review (PVR)

Building Information Modeling (BIM)

Status: Formally Recommended Spring '25 | Process Initiated Fall '25

IEC-Approved Program Reviews

All 16 approved programs, grouped by category

Instructional (7)

- Automotive
- Computer Information Technology
- Enlace
- Mathematics
- Sign Language
- Spanish
- Vietnamese

Student Services (3)

- Disabilities Support Program
- Foster Youth
- Health Services

Administrative (3)

- Division Office (SSHAKA)
- Student Services (VP's Office)
- Academic Affairs (VP's Office)

2024–25 Cleared (3)

- Administration of Justice
- CalWORKs
- Umoja/AFFIRM

Supporting Faculty & Streamlining the Process

The training, tools, and one-on-one support behind each review

Faculty & Staff Support

14 scheduled workshops

September through November

27 one-on-one sessions

Individual support throughout the year

5 Curriculum and SLO/PLO Status Reports

Status reports sent at different points of the semester

12 Friday drop-in sessions

Joint sessions with Curriculum & SLOAC

New tutorial videos

Created for CurriQunet Maverick PR module

Process Improvements

First Program Viability Review

Recommended PVR for Building Information Modeling (BIM)

Service Area Outcome (SAO) Assessment

New requirements for Student Services PR for promoting regular SAO assessment and reporting

Dec 1 deadline for program review submission

Post-Thanksgiving buffer for authors

Updated handbook

New glossary, late/deferred procedures

Refined PR questions

Special programs & Faculty/staff Section

[See what program authors thought about this support →](#)

PR Survey Feedback

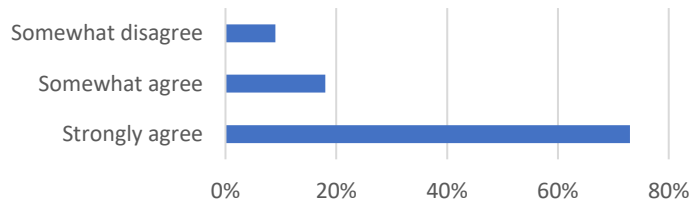
Measuring the impact of our support — Response Rate: 78.6% (11 of 14 authors responded)

91%

Combined Satisfaction

Overall process easy to navigate

"It was easy to complete the
Program Review Process."

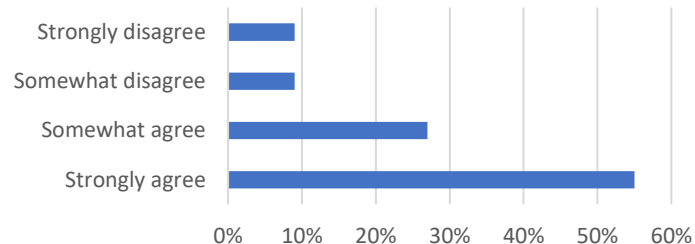


82%

Technical Ease

CurriQunet Maverick module user-friendly

"It was easy to complete the
Program Review in CurriQunet."



Support & Accessibility

Authors commended the IEC Chair's "patience, grace, and professionalism." Year-round accessibility made the process feel manageable rather than overwhelming.

Resource Effectiveness

Training workshops, instructional videos, and "one-on-one" sessions were cited as essential tools for a seamless transition.

Strategic Initiatives

Beyond Program Review support — aligning with institutional priorities



Accreditation

- Assisted with ACCJC Annual Report submission
- Adopted Institutional Set Standard (74%) and Aspiration Goal (76%)
- Began integrating UDL into Program Review template



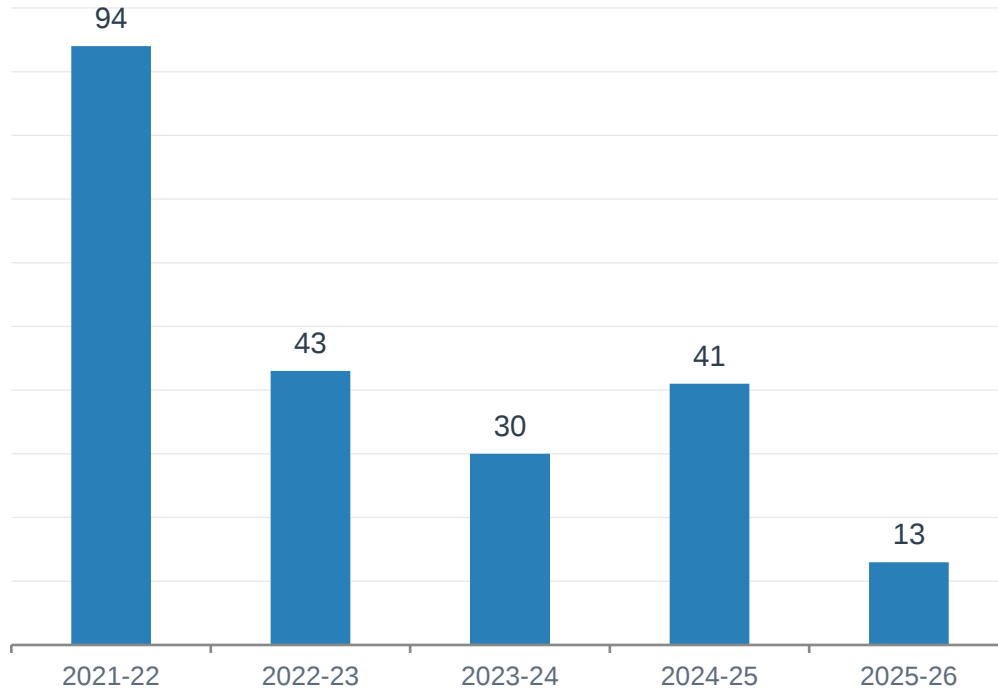
Strategic Planning

- Reviewed 10 EMP 2024–26 Key Action Plans and Progress Reports
- Reviewed 15 Annual Update and Resource Request submissions

These initiatives are driving measurable curriculum improvements →

Out-of-Date Courses: A Five-Year Trend

A direct result of our strategic initiatives and faculty outreach



Only 1 of 8 instructional programs had out-of-date courses this cycle

86%

overall reduction
from 2021-22 to 2025-26

68%

year-over-year drop
2024-25 → 2025-26

Driven by sending curriculum & SLO/PLO status reports at different points throughout the semester

This five-year progress fuels the accomplishments on the next slide →

Key Accomplishments

Building on a sustained five-year trend of curriculum improvement

21

Comprehensive
Reviews Managed

15

Annual Updates
Reviewed

68%

Reduction in
Out-of-Date Courses

- ✓ Recommended Program Viability Review for Building Information Modeling
- ✓ Implemented SAO requirements for Student Services approvals
- ✓ Proactively supported faculty and staff through workshops and one-on-one sessions
- ✓ Created tutorial videos for the CurriQunet Maverick PR module
- ✓ Smooth CurriQunet Maverick transition

With these wins, here's what lies ahead →

Goals & Challenges

Sustaining momentum while navigating ongoing obstacles

2025–26 Goals

Update Program Review Handbook

Accomplished

Review PR module in CurriQunet

Ongoing

Review PR questions for Special Programs

Accomplished

Challenges

Pending Program Reviews: Carried over previous-year program reviews due to curriculum and SLO/PLO compliance gaps and incomplete drafts.

District Uncertainty: Awaiting district decision on the PR platform to adopt.



Thank You to the IEC Team

Administration

VP Moni Dickerson

Dean Angel Fuentes

Dean Antoinette Herrera

Dean Sean Stewart

Faculty & Staff

Tina Abraham · Vicki Brewster

Robert Brown · Grace Estrada

Jack Ho · Sara Jacome

Heather Ott · Will Sapigao

Andrew Takimoto

Special thanks to **Academic Senate President Henry Estrada** for attending our meetings for the last two years and providing valuable feedback



College Budget Committee FY26-27 Supplemental Allocation Recommendation

Purpose

The purpose of the College Budget Committee (CBC) is to serve as an advisory committee to the College President regarding the development, processes, and procedures of the college budget. Specifically, the committee is responsible for making recommendations to College Council regarding funding allocations and/or budget reduction strategies.

College Resource Request Process

- Program Review Cycle – 4-year cycle per department (IEC to CBC)
- Annual Unit Resource Request (AURR) – Yearly departmental submittal for departments not submitting a Program Review (IEC to CBC)

Number of Submittals Reviewed by CBC in Spring 2025 for FY26-27

9 Program Reviews (PRs)

14 Annual Unit Resource Requests (AURRs)

23 Total Requests

Process and Timeline

Date	Process & Timeline
March 3, 2026	AURRs were shared with the committee via Microsoft TEAMS upload and email distribution.
March 13, 2026	AURR rankings from CBC members were due to Business Services
March 18, 2026	CBC met to review AURR discretionary request totaling \$821,681.
March 19, 2026	Email were sent to managers requesting they review their 1 st Priority request and determine whether their submissions could be reduced to focus only on items identified as “Mission Critical.”
March 24, 2026	PRs were shared with committee via Microsoft Team upload and email distribution
April 6, 2026	PR ranking from CBC members were due to Business Services
April 8, 2026	CBC met to review the combine the ranking for both AURRs and Program Reviews, totaling \$1,088,405 in request. Manager feedback regarding “Mission Critical” priorities were also incorporated into the ranking spreadsheet for committee review and discussion.
April 15, 2026	CBC met to continue discussion regarding the supplemental allocation process. The committee tentatively agreed on an allocation proposal contingent upon receiving recommendations from the College Technology Committee (CTC).
April 22, 206	CBC reconvened after reviewing recommendation from the CTC. The committee continued discussion regarding the pros and cons of each AURR and Program Review request as part of the allocation review process.
April 29, 2026	CBC met to finalize its supplemental allocation recommendations for FY2026-27.
May 6, 2026	CBC met to finalize and document the pros and cons for each request to be included in the final package presented to College Council.

May 11, 2026

Recommendation to College Council as an Information Item to go to Action Item

Total Funding Requests Submitted

- Combined total requests from all PRs and AURRs: **\$1,088,405**
- Total requests based on managers' original 1st Priority submissions: **\$558,697**
- Following CBC's request for managers to reassess and identify only mission-critical needs, the revised total was reduced to: **\$356,233**

CBC Defines Mission Critical as:

Expenditures that are essential to fulfilling the institution's core mission and regulatory obligations. If these functions were interrupted or underfunded, the college would be unable to meet accreditation standards, legal requirements, or its primary educational outcomes.

The following list provides criteria to measure mission critical:

- Teach classes with educational materials that meet industry standards and professional practices
- Provide core student support services tied to retention and completion
- Maintain accreditation, legal compliance and equitable access
- Ensure student and employee health and safety

CBC Allocation Recommendation

For FY26-27, CBC has a total supplemental allocation budget of \$285,000 available for distribution.

In addition, CBC recommends holding approximately 2.5% (\$7,000) in reserve to account for inflationary impacts and unforeseen cost increases throughout the fiscal year.

<u>Description</u>	<u>Amount</u>
CBC Supplemental Allocation	\$285,000
Inflationary Reserve (2.5%)	(\$7,000)
Total Revised Allocation	\$278,000

CBC Notes and Considerations

- Due to budget constraints and the large volume of requests submitted, CBC focused its review on departmental 1st Priority requests and subsequently on items identified as mission-critical.
- During Spring 2026, CBC established a formal definition of "mission critical" to help guide allocation decisions and ensure limited resources are prioritized toward essential operational and student support needs.
- Managers were asked to review and reassess their original submissions to determine which requests were truly mission-critical in nature. As a result of this reassessment process, total requests were reduced from \$558,697 to \$356,233.



- Only AURRs and/or PRs accepted by IEC were considered and reviewed by CBC. All submissions were required to be submitted on time, fully completed, and approved and prioritized by the appropriate manager.
- Requests solely related to Faculty and/or Classified personnel were not considered as part of the CBC supplemental allocation process and were referred to the appropriate prioritization committees.
- CBC incorporated recommendations from the College Technology Committee into the allocation review process to ensure technology-related requests aligned with institutional technology standards, priorities, and infrastructure planning.
- CBC worked collaboratively with managers throughout the process to identify alternative funding sources whenever possible in order to maximize available discretionary resources.
- Economics of scale and operational efficiencies were considered throughout the review and recommendation process.
- CBC continued its practice of providing feedback to departments regarding strengths of submissions and areas for improvement for future cycles.

Notes for AURRs and Program Reviews from College Budget Committee – May 2026

Department/Program	Pro	Con
Administration of Justice	Very thorough explanation of program.	The questions should be answered directly, and not referred to other parts of the Program Review, so the Budget Committee doesn't have to rely upon interpretation. Use copy and paste if needed.
Astronomy	Funds for MeetUP continues to promote public interest and use of the observatory.	Didn't clearly explain how the needs for specialized goggles meet the SLOs for the course.
Automotive Technology	The committee appreciates the department's flexibility considering unit cost. The data was easy to understand.	More emphasis on compliance and state of the art would help the committee better understand your needs and request. Please explain how textbook purchases are mission critical.
Biology	Well written, goes above and beyond. To be used as an example for future.	160 majors declared, but only 28 graduated. An explanation of the transfer requirements would clarify this.
Campus Tutoring	Well-presented data.	Lack of narrative to support the data. Net Tutor should go into the "Other" category. Make certain that all parts of the request are filled out.
Chemistry	Thorough narrative.	Brevity is encouraged and appreciated.
Communication Studies	They were succinct.	Didn't explain how the cameras help the viability of the program. Full-time faculty need to be the lead in this request.
Engineering	These are for supplies to make the sections run. Very detailed narrative.	The numbers were incorrect to begin with, use commas. Not a lot of data with their SLO review.
Enlace	The explanation of the program was very detailed and well organized.	The laptop request did not include how these would affect the program viability or assessment results.
Health and Wellness	Withdrawn by the author.	N/A
Health Science	The preventative maintenance contracts were taken care of by the college. This reduced their request.	Cadaver costs are every other year. They can't be staggered. 750 students per year.

Department/Program	Pro	Con
Language Arts Division	Strong alignment with the Educational Master Plan.	Provide more detail with examples in each request. Separate "Leaf by Leaf" as a request from the English Department.
Library	Well written. Online Author Series was removed from Mission Critical.	Make fiscal liability included in the explanation.
Math	MSRC request has daylighted a need for laptops and calculators.	Much of what they request could be part of the computer refresh. The authors need more help in writing a thorough request specifically regarding reaching the EMP.
Natural Science	This request is for new labs (greenhouse repairs). Money request for camping fees for student equity.	Nothing the committee could discern.
Nursing	This request reflects a reduction in funds through grants from the State Chancellor's Office.	The faculty tutoring for students is considered a stipend, which we cannot award. Be more specific in the explanation of previous use of funds.
Physical Science	Good explanation.	No assessment results, no program growth.
Physics	Good narrative especially mention of the use of previously awarded resources. Well aligned with the educational master plan and equity plan.	Their viability should be related to the supplies and not the positions asked for.
SSHAKA Division Office	The personal explanation by the Dean clarified the request.	The request did not convey its necessity for program viability.
Spanish	Good background and performance explanation.	Needed to be explicit about why the software was needed and not another one that is free.
Umoja/Affirm	The explanation of the program's history and goals was very good.	Be very specific and itemize the request, so the Budget Committee doesn't have to make interpretations. The section on viability of the program had "N/A." Tell us how your request is important.
Vietnamese	A simple request, nothing complicated.	The request had no connection to the viability of the program.
Visual Arts	This is a request for supplies, not technology.	The requestor was not aware of Strong Workforce Funds that could pay for some of their needs.

College Budget Committee
Rubric/Ranking Summary as of 04/29/2026



Department/Programs									CBC Ranking	
Members	Supplies	Equipment	Technology	Others	Total:	1st Priority Amount	Manager Mission Critical	Mission Critical Details	TOTAL	Tentative Allocation by CBC*
Biology	37,800.00			4,500.00	42,300.00	37,800.00	34,000.00	Chemicals, reagents and other consumables such as blood, lancets, groceries for experiments (eggs, onions, strawberries, milk), DNA fragments, enzymes, sterilizer bags, mammal organs for dissection. Microbiology media used to grow bacteria in lab prep room and all biology classes. Live specimens, for example, live plants, water fleas, termites, small bugs, mushroom kits	310	34,000.00
Health Science		6,700.00		18,550.00	25,250.00	18,550.00	8,450.00	Biohazard waste (\$650/yr) Sterilizer preventative maintenance contract (\$6,500/yr) Glassware dishwasher preventative maintenance (\$3,600/yr) UCSF Cadaver Loan program (\$7,800)	308	8,450.00
Library	65,373.00		10,000.00		75,373.00	65,373.00	57,873.00	Databases: \$40,373 Print and ebooks: \$15,500 Textbooks: \$2,000 Author Series: \$0 Justification: Funding for library databases, books, and course textbooks is essential to support the curriculum and research needs of EVC courses. Adequate funding of the library is also required to meet accreditation standards and comply with California Education Code regulations. Additionally, providing access to textbooks helps student completion in courses.	308	57,873.00
Engineering	80,000.00	70,000.00	9,000.00		159,000.00	80,000.00	8,450.00	Instructional supplies and labs supplies, repair and replacement cost	305.5	8,450.00
Chemistry	45,000.00	39,600.00		34,500.00	119,100.00	45,000.00	39,950.00	Decreased supplies in class and labs and glassware replacement. Chemicals, cleaning supplies and safety equipment and supplies remain critical.	301.5	39,950.00

College Budget Committee
Rubric/Ranking Summary as of 04/29/2026

Members	Supplies	Equipment	Technology	Others	Total:	1st Priority Amount	Manager Mission Critical	Mission Critical Details	TOTAL	Tentative Allocation by CBC*
Natural Science		3,200.00		14,260.00	17,460.00	14,260.00	12,260.00	1. Zoleo Subscription/ Satellite emergency communicator for Biol 80 field courses (\$260) 2. Repairs to non-functional greenhouse in Sequoia building (\$8,000) and Biology Outdoor Laboratory space near Sequoia labs to grow plants (\$2,000	294.5	12,260.00
Math	7,745.00	21.33	50,604.00	-	58,370.33	50,604.00	33,200.00	1. 24 MSRC laptops – can reduce cost of each from \$1500 to \$1200, totaling \$28,800 (lesser capable units, but still capable since the MSRC is adding tutoring for Engineering to its service, and Engineering does have some software that require a decent-spec computers). If current 24 MSRC laptops are on CTSS' list of auto cycle refresh, then this cost does not apply. 2. The 100 additional TI-84 calculators for \$12,000. This was suggested to the department by EVC library faculty. The library now will be okay with 40 calculators of an amount of \$4400. 3. Tablet. Purchased through Lottery fund March 17th; not received yet.	285	4,400.00
Visual Arts	14,700.00	6,500.00	53,960.00		75,160.00	53,960.00	14,700.00	The Art Department would like for Instructional Supplies to remain their #1 priority.	283.5	14,700.00
Nursing	17,000.00			27,200.00	44,200.00	17,000.00	17,000.00	The nursing faculty uses supplies in the skills and simulation lab that need to be replenished each year. An example of supplies used includes gloves and masks, vacutainer, chest tubes, Foley kits, IV trainers, stethoscopes and pulse ox's	280	17,000.00

College Budget Committee
Rubric/Ranking Summary as of 04/29/2026

Members	Supplies	Equipment	Technology	Others	Total:	1st Priority Amount	Manager Mission Critical	Mission Critical Details	TOTAL	Tentative Allocation by CBC*
Campus Tutoring	3,000.00	12,800.00	16,100.00		31,900.00	16,100.00	16,100.00	Request is only for one item which is mission critical and accessible for all students, NetTutor. Justification: (Increased number of students who receive tutoring) In Spring of 2021, we had 569 students enrolled in II 210 Supervised Tutoring sections. • Spring 2021 (366 students enrolled in CTC) • Spring 2021 (130 students enrolled in MSRC) • Spring 2024 - first year for II 210 in Bio lab (73 students enrolled in Bio Lab) In Spring of 2025, we had 1233 students enrolled in II 210 Supervised Tutoring sections, an increase of 664 students from 2021. • Spring 2025 (608 students enrolled in CTC) • Spring 2025 (531 students enrolled in MSRC) • Spring 2025 (94 students enrolled in Bio Lab) With a limited Fund 10 budget for on-campus student tutors, we are in need to sustain our online tutoring for students.	269	16,100.00
Physics	12,250.00	200.00			12,450.00	12,250.00	8,350.00	1. Rolling carts are absolutely necessary to maintain organization for the various labs during the week/semester. 2. We can hold off on repairs in hopes nothing breaks, but we need to have batteries and a sensor replacement in order for our lab experiments to run. 3. The current setups are old and starting to fail and need to be replaced.	268	8,350.00
Auto	90,000.00	12.14	10,000.00	-	100,012.14	90,000.00	90,000.00	PolarTek A/C Cerification Kits EMS-5003 5-Gas Analyzers	267.5	43,984.00
Enlace	2,000.00	6,000.00	745.00	13,000.00	21,745.00	6,000.00	3,000.00	1. Canva Pro Yearly Subscription - \$120 2. SMORE Yearly Subscription \$100 3. Strong Interest Inventory Assessment Licenses - \$525	267	745.00
Astronomy	6,300.00		6,950.00	357.98	13,607.98	6,300.00	-	We no longer have a lab technician for astronomy/observatory, so we will drop our request for lab supplies, batteries, and cleaning supplies for lenses request this year and add next year or when we are able to replace our Astronomy lab tech. However, the carts are mission critical to ensure that lab equipment is cued up for the various sections per week--we are try to use the same carts requested through physics.	259.5	358.00

College Budget Committee
Rubric/Ranking Summary as of 04/29/2026

Members	Supplies	Equipment	Technology	Others	Total:	1st Priority Amount	Manager Mission Critical	Mission Critical Details	TOTAL	Tentative Allocation by CBC*
Health & Wellness Services	6,258.00		12,000.00	1,000.00	19,258.00	12,000.00	-	This is for the Electronic Health Records (EHR) system. This allows us to make appointments and a comprehensive, digital, and longitudinal record of a patient's health history, including notes, medications, and lab results for students. We no longer house paper documentation for safety reasons which allows us to be in legal compliance and ensure student and employee health and safety.	255	-
Communication Studies		2,430.00			2,430.00	2,430.00	2,430.00	The purchase of these items would help the Communication Department with the following: Teach classes with educational materials that meet industry standards and professional practices Provide core student support services tied to retention and completion	230	2,430.00
SSHAKA Division Office	2,500.00	30,000.00	5,000.00	25,000.00	62,500.00	25,000.00	5,000.00	This is for required travel for the athletic director to our state conventions as I am the voting member for the college. The college must stay in compliance or risk having our seasons in jeopardy. This legal compliance is part of the 3C2A constitution, and representing EVC is part of my job. While attending these conferences, I'm representing the college in new legislation as well as gaining understanding of new state and national laws and policies that benefit our student athletes and help provide them with an equitable access. 95% of our student athletes are Latinx, and without soccer, they may not be on our campus and receiving an education. This funding is vital to make sure they stay eligible and on the team, and that is tied to completion and retention.	227.5	5,000.00
Spanish			839.00		839.00	-	-		226.5	-
Language Arts Division Office	1,500.00		1,380.00		2,880.00	1,500.00	1,000.00	We will reduce supplies by \$500 from the details list.	215	2,380.00
Administration of Justice			720.00		720.00	720.00	720.00	This is critical for our AJ instructors to help teach their classes with instructional materials that are applicable to their area. This license helps with retention in the AJ discipline, which we've seen an increase in.	210	720.00

College Budget Committee
Rubric/Ranking Summary as of 04/29/2026

Members	Supplies	Equipment	Technology	Others	Total:	1st Priority Amount	Manager Mission Critical	Mission Critical Details	TOTAL	Tentative Allocation by CBC*
Vietnamese	100.00	-			100.00	100.00	-	Supplies	210	100.00
Umoja - AFFIRM	-	3,000.00	-	-	3,000.00	3,000.00	3,000.00		194.5	-
Physical Science	750.00			200,000.00	200,750.00	750.00	750.00	Mission critical because semester long lab is based on those chemicals	170	750.00
				Total:	\$ 1,088,405.45	\$ 558,697.00	\$ 356,233.00	CBC FINAL ALLOCATION:		\$ 278,000.00
				1st Priority	370,596.00					
				2nd Priority	155,480.45					
				Total:	\$ 526,076.45					
				CBC ALLOCATION	\$ 285,000.00					
				Reserve (2.5%)	(7,000.00)					
				Tentative Allocation*	(278,000.00)					
				Remaining Funds	\$ -					
				* The College Budget Committee carefully considered the recommendations put forward by the College Technology Committee. After careful review, the College Budget Committee has moved forward with select funding allocations that differed from CTC's recommendations, primarily due to the timing constraints and the need to support a smooth transition of the software.						



COLLEGE COUNCIL GOAL - FY2025/2026

GOAL:

Improve EVC communications to ensure employees receive information about college initiatives and committees, activities pertaining to student success and outcomes, and College Council updates.

METHOD:

EVC's President and Cabinet, as well as a representative from Academic Senate, Classified Senate, Associated Student Government, and MSC (Managers, Supervisors, Confidentials) will host a quarterly College forum (in-person and Zoom - hybrid) to provide campus updates or answer questions from EVC employees (November, February, April)

OUTCOME:

EVC employees will receive campus information from all college constituency groups.

**Participatory Governance: Annual Effectiveness Assessment
Academic Year 2025 / 2026**

GOALS	COMPLETED	PARTIAL COMPLETION	NEEDS MORE PROGRESS
Improve EVC communications to ensure employees receive information about college initiatives, committees, activities pertaining to student success and outcomes, and College Council updates.			
TOTAL:			

PERFORMANCE		
In a few sentences, summarize progress on all four(4) areas by the end of the academic year		
	AREA MET	NEEDS IMPROVEMENT/ CHALLENGES IDENTIFIED
Fulfillment of Committee Charge		
Communication to and from constituencies and campus community		
Overall quality of the committee's deliverables / outcomes		
Integration of committee process and products		

2025-2026 ACCOMPLISHMENTS/HIGHLIGHTS	REFLECTION	FUTURE RECOMMENDATIONS

Please list Committee Members:

Chair	Vinicio Lopez (ex-officio)		
Academic Representatives	Henry Estrada	David Hendricks	Kelly Nguyen-Jardin
Classified Representatives	Vicki Brewster	Josephine Aguirre	
ASG Representatives	Ariana Estrada	Silvano Navarro	Vicky Nelson
MSC Representatives	Ebonnie Berry	Victor Garza	Juan Manriquez
Ex-Officio	Andrea Alexander	Matais Pouncil	Howard Willis