Evergreen Valley College
Academic Senate Meeting Minutes
Tuesday, October 15, 2024
Mishra Conference Room

Present: Henry Estrada, Kelly Nguyen-Jardin, Dave Hendricks, Juan Gil, Tejal Naik, Sravani Banerjee, Melissa Hornstein, Nancy Lin, Eric Narveson, Charlie Kahn-Lomax, Grace Estrada (3:50pm), Binh Vo, Rahmon Pashtunyar
Absent: Laura Garcia, Michael Masuda
Guest(s): Matais Pouncil, Antoinette Herrera, Andrea Alexander, Robert Gutierrez, Sylvia Min, Liza Kramer, Vy Nguyen (student from the Racket Club), Toan Le (student from the Racket Club), Mai Anh Trinh (student from the Racket Club), Quang Le (student from the Racket Club)

I. **Call to Order –** 3:05 pm

II. **Adoption of Agenda**
Agenda adopted unanimously with amendments; Rahmon (1st); Sravani (2nd)
Amendments: Consent Items: added Fall 2024 Tenured Faculty Evaluations
- Celso Batalha – Darcy Ernst (evaluator)
- Bonnie Brown – Preeti Srinivasan (evaluator)
- Robert Knight – Parran Vanniasegaram (evaluator)

III. **Approval of Minutes –** Oct 1, 2024 – unanimously approved with amendments: Eric (1st); Charlie (2nd)

- Information Items: Sravani Banerjee praises the **collaborative presentation by** Dean Robert Gutierrez and McTate Stroman.

IV. **Public Comments (Limited to 3 minutes per person/ 5 minutes per item)**

This portion of the meeting is reserved for items not on the agenda. Law does not permit action or extended discussion of items not on the agenda except under special circumstances. If Senate action is required, it can be placed on the agenda for the next meeting.
Public comments:
- Vy Nguyen, Toan Le, Mai Anh Trinh, and Quang Le, Student Club Officers from the Racket Club reported that:
  - ➢ The Racket Club is officially chartered.
  - ➢ The Club was allowed to use the gym with affordable fees to host badminton nights for students and community members in the past years. The Club collected a small fee from the participants, about $5/person, to pay the college for renting the gym.
  - ➢ Earlier this semester, the Club Officers were informed that the rental fees of the gym have been increased drastically, and they can't afford to pay.
  - ➢ The students would like to inform the Senate and to ask the Senate for support.

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

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

- ILO definition modifications passed unanimously in College Council 10/14/24! This is the culmination of work that began in September 2022.
- Division-level training for Objectives and DEIA components in course proposals is being conducted: completed BWD and NAH. LA scheduled.
- Will attend CurriQunet Users Conference 10/17 – 10/18 to learn how to make the best use of Maverick to increase efficiency in our curriculum processes.
- Unanimous support in ACCC to enable Chair to deactivate programs and courses in departments that have no full-time faculty or associate faculty's participation
- Unanimous support in ACCC to implement subsequent phases of AB 1111 Common Course Numbering as "Modify Course" instead of "New Course" proposals

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

- 1139 SLOs in compliance as of 10/15/2024
- The new program for compiling SLO reports is almost complete, but a major issue is the program does not know how to differentiate new SLOs (yet to be taught) from SLOs that have been taught the first time, but not yet reported. Rahmon will seek out if there is a fix at the CurriQunet Users Conference this Week.
- A full report for each division will be sent out to the Deans on October 16th, 2024.
- The SLO Committee is making progress on changes to SLO pages on the website.

3) **Institutional Effectiveness:** Fahmida Fakhruddin

Educational Master Plan (EMP) Implementation
• A reminder email was sent regarding the submission of Department/Program Goals/Commitments to Action Sheets for 2024-26 and divisional progress update reports on completing key action plans for 2022-24. Both are due December 10, 2024.

Institutional Set Standard and Aspiration Goal for Course Success Rates
• The committee reviewed the institutional set standard and aspiration goal for course success rates for the past three years. A discussion followed regarding what the institutional set standard and aspiration goal should be for the current academic year.

Program Reviews
• Program Review Support: 1) Three Program Review Support Sessions were held on October 8th, 9th, and 10th. 2) Four additional individual Program Review Support Sessions were held for those unable to attend the scheduled sessions. 3) A training session for new committee members was held on October 11th.
• Action Plan for the Building Information Modeling (BIM) Program: The committee discussed the need for a clear action plan for the BIM program moving forward. Due to ongoing challenges with faculty shortages and outdated materials, the program has requested to defer its program review again this year. The BIM program review was initially due in the 2021-22 cycle.
• Process and Framework for Programs with Out-of-Date Courses/Programs/Certificates: The IEC has been unable to approve some program reviews each year due to outstanding out-of-date courses/programs/certificates. The committee agreed on the need to establish a clear process and decision-making framework to address this issue.

4) **Professional Development:** Binh Vo

- The Funding requests budget update (budget remains at $20,350): 4 new requests pending committee's approval
- Catering/food budget left: $7,682.04 – the committee reached the consensus that we will continue to work with Fresh and Natural for the January 2025 PDD

- March 2025 PDD most likely will be done all synchronously online pending transparent communications amongst the AFTs, the Senate, the President's Office, and the entire campus community
- The Committee discussed alternative ways to re-imagine PDDs due to the budget cuts
- January 2025 planning is well underway: breakout sessions request form has been sent out, and the deadline to submit a request is November 20, 2024 so that we can organize breakout sessions in a timely manner to present to the President's Office
- The schedule looks very similar to last January PDD
- PD Committee membership update: Melody Barta from Business and Workforce and Jeanine Vaughn from Nursing and Allied Health
- All vacant positions are now filled

5) **AB 928:** Laura Garcia

- We have a total of 20 AA/AS degrees needing to be aligned with AB 928 and AB 1111.
  - ➢ One revision has been approved by ACCC (AA General Studies – Sociology)
  - ➢ Five more degrees were reviewed/approved by Tech Committee today
  - ➢ Another five have been launched and going through the necessary reviews before Tech Committee
  - ➢ Discipline faculty and the Articulation Office are working on the remaining degrees
- The High School Counselor Breakfast will be held on Friday, December 6th. A proposal to present Cal-GETC and Common Course Numbering to High School Counselors has been submitted. Both of these mandates will affect graduating high school seniors.

6) **AB 1111:** Grace Estrada

- Approved all 6 CCN Phase 1 courses (COMM C1000; ENGL C1000, ENGL C1001, PSYC C1000, POLS C1000, and STAT C1000) in ACCC. Now waiting to schedule them on the next Board of Trustees agenda.
- The Academic Senate for California Community Colleges (ASCCC) has released **important surveys related to Phase II of the Common Course Numbering (CCN) implementation.** As a reminder, the BIOL, CHEM, MATH, and ASTRO surveys will be closing on **Sunday, October 20th**. Contact me for links to the surveys.
- HIST, ENGL, ECON, and ART convenings on October 28, and 29 from 1-4 PM
- Need to consider update of courses with Phase I CCN prerequisites
- Planning for 2 January PDD workshops: STEM and Non-STEM Phase II courses

Phase II Courses

Discipline	Meeting Dates	Times	Proposed SUBJ/DEPT	C-ID	Course Title	C-ID	Course Title	C-ID	Course Title	C-ID	Course Title
History	Oct 28, 29, 20	1pm-4pm	HIST	HIST 130	United States History to 1877	HIST 140	United States History from 1865				
English	Oct 28, 29, 20	1pm-4pm	ENGL	ENGL 120	Introduction to Literature	ENGL 110	Argumentative Writing and Critical Thinking Through Literature				
Economics	Oct 28, 29, 20	1pm-4pm	ECON	ECON 201	Principles of Microeconomics	ECON 202	Principles of Macroeconomics				
Art History	Oct 28, 29, 20	1pm-4pm	ARTH	ARTH110	Survey of Western Art for Prehistory through the Middle Ages	ART120	Survey of Western Art from Renaissance to Contemporary				
Biology	Nov 18, 19, 20, (21 extra)	1pm-4pm	BIOL	BIOL 110B	Human Anatomy with Lab	BIOL 120B	Human Physiology with Lab	NONE	General Survey Biology with no Lab		
Chemistry	Nov 18, 19, 20, (21 extra)	1pm-4pm	CHEM	CHEM 101	Introduction to Chemistry	CHEM 120S	General Chemistry for Science Majors Sequence A (one-year sequence and includes two courses)	CHEM110	General Chemistry for Science Majors I, with Lab (first semester course of the one-year sequence)		
Math	Nov 18, 19, 20, (21 extra)	1pm-4pm	MATH	MATH 210	Single Variable Calculus I Early Transcendentals	MATH 211	Single Variable Calculus I Late Transcendentals	MATH 220	Single Variable Calculus II Early Transcendentals	MATH 221	Single Variable Calculus II Late Transcendentals
Astronomy	Nov 18, 19, 20, (21 extra)	1pm-4pm	ASTR	NONE	Astronomy with Lab						
Anthropology	Dec 2, 3, 4	1pm-4pm	ANTH	ANTH 110	Introduction to Biological Anthropology (with lab)						
Communication	Dec 2, 3, 4	1pm-4pm	COMM	COMM 130	Interpersonal Communication						
Sociology	Dec 2, 3, 4	1pm-4pm	SOCI	SOCI 110	Introduction to Sociology						
Child Development	Dec 2, 3, 4	1pm-4pm	CDEV	CDEV 100	Child Growth and Development						

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

- The DEC committee prepared a one-page DE certification and DE eligibility requirements document (aligns with the DE MOU) that was shared with the Senators to take it back to their divisions to share it out to the faculty. The document was prepared to summarize, for quick reference, the DE requirements that were approved in Spring 2024. These requirements went into effect in Fall 2024.
- The IOTL workshops continue to be held weekly on Zoom, and faculty are encouraged to attend them to maintain their DE eligibility. Senators asked a few clarification questions regarding the initial certification, EDIT 22 update and whether faculty would be grandfathered for synchronous certification in Fall 2025.

8) **Campus Technology:** Steven Mentor – no report

9) **College Budget:** Eric Narveson

- The Committee met on Wednesday, 10/9, and now has full membership. While no action was taken, one discussion focused on exploring the charge of the Budget Committee, which should extend beyond just deciding on discretionary funds. Many committee members believe that the Budget Committee should have a voice in budget decisions and advise the administration accordingly.
- There was also a discussion about having co-chairs: a Faculty Chair and a Classified Professional Chair. Additionally, there was talk of exploring and bringing back the Resource Allocation Model.

10) **College Safety and Facilities:** Vince Cabada – no report

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

12) **District Academic Senate**: Kelly Nguyen-Jardin

- The District Senate met on Tuesday 10/8.
- Henry and Dave will share the role of the District Senate President in Spring 2025. The EVC Academic Senate will take action on this decision at its next meeting.

- SJCC has formed an AI Committee which consists of 15 members: 13 faculty members and 2 classified professionals. The AI Committee meets every two weeks and reports to the Academic Senate. The Chair and committee members do not have reassigned time as the work is part of their professional duties.
- SJCC Academic Senate President Heidi Kozlowski suggests that the District Office consider moving to an empty building at SJCC or EVC. This suggestion will be brought up at future leadership meetings.

13) **District Budget:** Henry Estrada

- The District Budget Committee did not meet. The next meeting is on Thursday, Nov 24.

14) **District Council:** Henry Estrada

- The District Council did not meet. The next meeting is on Thursday, Nov 24.

15) **College Council:** Henry Estrada

- The Council unanimously passed the Institutional Learning Outcomes Definition Modifications (from Grace Estrada).
- Tejal Naik reported on the OER Initiative for Cohort I and II Accomplishments.
- Faculty Prioritization Committee Recommendations were submitted to the Council for Information/Discussion by Henry Estrada and VP Matais Pouncil. They will be an Action item on the agenda for the next College Council meeting.
- President Lopez gave the Council an update on the College Budget. We are still expected to cut a total of about $728,928 from the EVC budget over the years 2024-2025 $516,534) and 2025-2026 ($212,394). President Lopez does not expect cuts to affect positions that are staffed.

VI. Academic Senate President's Report

- Having submitted our Faculty Hiring Prioritization list to the College Council, the committee has scheduled two additional meetings. The intent is to use what we learned from our experience to make modifications to the rubric that are better aligned with the AURR. We will also be reconsidering the timeline for completing the process for faculty positions for the 2025-2026 academic year.
- The Enrollment Management Team has agreed to a timeline that calls for a completed Enrollment Management Plan for Evergreen Valley College by the middle of Spring 2025, and to be implemented for the Fall 2025.
- Henry shared remarks he made on AI at the District Academic Senate meeting on October 8th: AI is going to change working and thinking; AI is a tool that can elevate creativity and productivity for both students and faculty; faculty will need to adapt to this new reality by developing new policies, assignments and assessments; and our students will need to be able to work with AI's as partners and collaborators in the future. The District Academic Senate will be revisiting this topic at our next meeting on November 12, 2024.
- Henry also shared with the Board of Trustees that he had used AI to do analyze the 2024-2025 Adopted Budget for the San Jose Evergreen Community College District as compared to all the other California Community College districts. He discovered that, on average, most districts have a fund balance (reserve) that is between 5 and 15 percent, whereas the fund balance for SJECCD is about 22.75 percent. He also found that the whereas the average district allocates between 10 and 20 percent of their budgets to the District Office, SJECCD allocates about 30 percent. Henry added the caveat that AI's do occasionally make errors (called "hallucinations"), and that he would be following

up with a more careful analysis of selected California Community College Districts that are similar to the SJECCD.

VII.   Academic Senate Vice President's Report

- The Fall 2024 Plenary will take place from November 7–9, 2024. If Senators would like to attend, please email Henry and Kelly. Both in-person and Zoom options are available.
- There may be a need to reorganize the SSHAPE Division.
- President Lopez plans to expand the International Studies Program and form partnerships with local businesses to generate revenue.

VIII.   Consent Items

A) Professional Development Committee: Melody Barta (Business Workforce), Jeanine Vaughn (Nursing)
B) College Budget Committee: Tina Iniguez (Counseling)
C) Fall 2024 Tenured Faculty Evaluations – Added
   Celso Batalha – Darcy Ernst (evaluator)
   Bonnie Brown – Preeti Srinivasan (evaluator)
   Robert Knight – Parran Vanniasegaram (evaluator)

IX.   Action Items

A. ACCC Chair's ability to deactivate programs and courses in departments that have no full-time faculty or associate faculty's participation – Tejal (1st); Eric (2nd); motion passed unanimously
B. Implement subsequent phases of AB 1111 Common Course Numbering as "Modify Course" instead of "New Course" proposals – Eric (1st); Tejal (2nd); motion passed unanimously
C. At-large Associate Faculty Senator – Election Committee: Sravani Banerjee, Charlie Kahn-Lomax, Tejal Naik, and Kelly Nguyen-Jardin – Eric (1st); Tejal (2nd); motion passed unanimously

X.   Discussion Items

A) Academic Senate Policy on Proxy
   Eric – Every one of the Senators has been voted into their seat by their division. However, the proxy may not be the person the constituency voted in. Robert's Rules suggest that proxy voting is generally discouraged. We should aim to amend our Bylaws regarding whether proxy votes should be allowed, and we need a two-thirds vote to approve the amendment. This matter will be taken back to the divisions to gather feedback from all faculty before amending our Bylaws. The Policy on Proxy item will be brought back to the Senate at a future meeting after Senators gather input from their divisional faculty.

XI.   Information Items

A) AB 1705 – Deans Gutierrez and Herrera – AB 1705 Presentation
B) Credit for Prior Learning – Laura Garcia and VP Pouncil - tabled
C) Women and Gender Equity Program – Sylvia Min – Women and Gender Equity Program Presentation
D) ASCCC Resolution and Resource Guide on Academic Integrity Policies for AI – Tejal Naik - tabled
E) Online Bookstore – VP Alexander – Online Bookstore FAQ & Overview Information

XII.   Announcements & Recognitions

- Next Academic Senate meeting: Tuesday, November 5, 2024
- The women's soccer team is playing at 4 o'clock today, and the men's team is playing at 6:30 pm.
- The observatory is open tonight, 7pm to 9pm. The best time to see it is around sunset, 6:30 or so.

XIII. **Adjournment –** 5:04 pm – Grace (1st); Rahmon (2nd)