



# Evergreen Valley College

## Academic Senate Meeting Minutes

Tuesday, February 4, 2025

Mishra Conference Room

**Approved: Tuesday, February 18, 2025**

**Present:** Henry Estrada, Kelly Nguyen-Jardin, Juan Gil, Laura Garcia, Tejal Naik, Sravani Banerjee, Melissa Hornstein, Michael Masuda, Nancy Lin, Eric Narveson, Grace Estrada, Binh Vo, Rahmon Pashtunyar, Maria Esperanza Outeirino-Feijoo

**Absent:** Dave Hendricks, Charlie Kahn-Lomax

**Guest(s):** Angel Fuentes, Matais Pouncil, Sylvia Min, Andrea Alexander

**I. Call to Order – 3:01 pm**

**II. Adoption of Agenda**

Agenda adopted unanimously with amendments; Tejal (1<sup>st</sup>); Grace (2<sup>nd</sup>)

**Amendments: Information Items:**

- Line D – ZTC 2025 Fund Allocation - Tejal

**III. Approval of Minutes – December 3, 2024 – Laura (1<sup>st</sup>); Rahmon (2<sup>nd</sup>); unanimously approved**

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

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

- Sylvia Min – Sylvia is speaking on behalf of the Graduation Committee. The graduation will be on Thursday, May 22, 6pm-8pm. The committee requests faculty who teach on Tuesdays and Thursdays to give their final exam on the Tuesday of the final week instead of Thursday, so students can attend the graduation.
- Tejal Naik - The SJCC librarian requested a HECVAT from Turnitin while reviewing the subscription and came across some accessibility concerns, serious. The matter was brought to our (DE Coordinator's) attention, and it may be serious enough to stop Turnitin subscription. Both VPAA's ,and ITSS are looking into the matter.
- Angel Fuentes – Angel announces a free professional development opportunity called: Navigating AI Together – A Community College Unconference March 7, 2025, at Foothill College

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

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

- The first ACCC meeting will be on February 13. Reminder: guests can Zoom in to ACCC to present curriculum.
- During the last ACCC meeting on December 5, we discussed recommendations for changes to New and Modify course proposals:

o Suggested elements in course proposals from Curriculum North and other discussions:

- Minimum qualifications for course instruction (distinct from FSA)
- Recommended class size and negotiated class size – on paper (ask Laura)
- Checkbox for when changes are made to address DEIAA needs

o These changes were not supported by the ACCC members because of potential confusion that may be caused

- Due to issues in the Curriculum, SLO, and Program Review modules, conversion to Maverick was delayed and is now potentially February 6. Faculty are encouraged to experiment in the CurriQunet sandbox before then. Here’s the link to the CurriQunet sandbox. Your login is the same as the live system.
- A Program Viability Review will be initiated for the BIM program and courses.

ACCC MEETING	COURSE UPDATES	NEW COURSES	PROGRAMS	DEACTIVATIONS	CONSENT	TOTAL
12-Sep	12		1	3		16
26-Sep	5	10	1			16
10-Oct	1	10	1			12
24-Oct	8		5			13
14-Nov	10	5	5	5		25
5-Dec	20	1	10	1	1	33
<b>TOTAL FALL 2024</b>		56	26	23	9	115

- This Spring, we are starting with the following:
  - o 14 courses and programs ready for ACCC; 30 ready for Tech Review
  - o 26 courses and programs pending curriculum coordinator action
  - o 10 courses and programs pending Dean approval (completed)
  - o 35 courses and programs pending division curriculum review
  - o 12 courses and programs pending user changes

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

- 1298 SLOs in compliance
- January PDD session went well! About 50-60 people were in attendance
- Curriqunet Maverick is still not live
  - o Small parts of the handbook will need to be updated. Other material will be updated once it goes live.
- There will only be a few SLOAC meetings this semester, as many Fridays have other events or holidays taking place. The first meeting for the semester will be on Feb. 28th.

3) **Institutional Effectiveness:** Fahmida Fakhruddin

- **Marketing & Website** - The college's marketing efforts have resulted in significant reach, including 2 million website views, 25,000 social media followers with 1 million impressions, and 1.5 million emails sent to current and former students. Given that 61% of students discover the college through Google Search, website improvements have focused on enhancing the event calendar and creating a new profile directory. Further improvements are being made to academic and major pages for a better user experience. The college is also working with a vendor to ensure consistent branding across outreach materials, offering how-to videos and flyer design services, and showcasing student success stories on YouTube.
- **Strategic Enrollment Management Plan** - The first draft of the Strategic Enrollment Management Plan, released on January 23rd, is open for feedback via a Google form until the final draft is

complete. The plan will be reviewed by various constituency groups and committees, with discussion focusing on the feedback timeline and ensuring broad stakeholder participation.

- **Program Reviews** - Several program reviews, including Entrepreneurship, Financial Aid and Outreach & First Stop, were submitted late. The Umoja program has yet to submit its review. The IEC discussed the review process, scoring, and feedback mechanisms. Concerns were raised about the absence of a designated individual to oversee Service Area Outcome assessment reports.
- **Curriculum & Maverick Update** - An update on the transition to Maverick, the new curriculum management system, was provided. The target implementation date is Thursday, February 6th. Discussion included potential system issues and the possibility of data loss for draft work.
- **Annual Update & Resource Request** - The college received 23 submissions for the annual update and resource request. All submissions have been reviewed, missing information has been collected, and the requests have been forwarded to the Vice President of Business Services

#### 4) **Professional Development:** Binh Vo

- No new funding request
- First Spring 2025 PDC meeting two days later on February 6, so no new report yet
- President Lopez reported to the Board that the January 2025 PDD was a success; he congratulated the PDC and thanked us for our work
- March 2025 PDD (alternative plans one) will be completely online, and Binh has started planning for it but will need to committee to vet on and decide the web agenda in addition to calling for breakout session proposals
- Binh asked about the PIC subcommittee to approve alternative plans

#### 5) **AB 928:** Laura Garcia

- We are officially in Phase IV of our AB 928 efforts. This includes updating all student facing materials (i.e. online orientation, websites, catalog, program maps).
- 5 of the last 6 ADT's needing to be updated are pending Tech Review next week. There is still no word on if the AS-T Chemistry template will be released with a Cal-GETC update.

#### 6) **AB 1111:** Grace Estrada

- The Academic Senate for California Community Colleges (ASCCC) has released important surveys related to Phase II of the Common Course Numbering (CCN) implementation. The following surveys are now open and will close on February 7, 2025.
  - Biology CCN Course Template Post-Development Survey (Anatomy & Physiology)
  - Chemistry CCN Course Template Post-Development Survey
- We do not have any of the Phase II templates yet. Given the February 7 deadline for the last Phase II feedback surveys, we are hoping for mid or late- February template availability. Once the templates are released, we will schedule in-person workshops for the selected discipline faculty. For more information visit the ASCCC Common Course Numbering Development and Faculty Engagement webpage.

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

- DEC hasn't had a meeting yet - our first meeting is next Tuesday. However, I would like to take this opportunity to remind faculty - please share this with your respective divisions - To ensure they are

clear to teach online, we recommend completing their refresher training one term before their eligibility expires. So, for example, if their eligibility expires in Summer or Fall 2025, they should complete their refresher training this semester - in Spring 2025.

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

9) **College Budget:** Eric Narveson

- The committee has not met this semester, but he's met with VP Alexander. There are 23 AURR requests.
- The discretionary fund will be no more than \$308,000 like last year. VP Alexander will give a number next week.
- The property tax data point isn't coming until another week or so.

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

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

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

- DAS has not yet met this semester. Dave thanks Henry for taking on the role of DAS President in Fall 2024 and for helping to set the agenda for Spring 2025.
- The renaming of faculty members from "Instructor" to "Professor" - The EVC Academic Senate created and supported this resolution and the members of the SJCC Academic Senate are taking it up. Once we have support from both of the campus Academic Senates, we will put this forward to the District to bring about the title change for both campuses.
- The enrollment management issues - the most pressing of which is the continued presence of fraudulent enrollments. Dave asks Senators to speak within their Divisions to get a sense of how the colleagues are faring this semester. Dave will ask SJCC Senate to do the same.
- Plenary Attendance in April – each campus has funds to send a number of Senators.
- Institutional Research Board – Each Senate is working to evaluate how best to support the creation of a District Institutional Research board.
- FSAs, Equivalencies, Emergency Hiring - Another set of issues that the DAS will be tackling is trying to bring more rationality and consistency to practices surrounding each of these issues.

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

- Vice Chancellor Chandrasekar is going to create a handbook for the district budget.
- The district spends an enormous amount of money on water and electricity.
- The goal is to do more saving, about \$500,000
- The plan is to replace the solar panels with more sufficient ones.

14) **District Council:** Henry Estrada

- The District Council did not meet.

15) **College Council:** Henry Estrada

- VP Alexander presents the virtual online bookstore information. She will present it again soon in the Information Items section.
- VP Pouncil presents the Strategic Enrollment Management Plan update.

- The President is looking into the possibility of moving the College Council meeting to once a month for 2 hours instead of twice a month for 1.5 hours.
- College Council passes the institutional set standards with an aspirational goal of 76% (from 74%).

## **VI. Academic Senate President's Report**

- AURRs and Program Reviews have been submitted and processed. We will initiate the Faculty Prioritization process later this spring.
- The Senate will continue to be involved in the Strategic Enrollment Management Plan.
- The AI taskforce will meet later in the week or next week.
- The issues regarding the Facilities Rentals - Faculty and student organizations are being charged for facilities on campus after hours. We are working with VP Alexander to find solutions. We will invite VP Alexander to address these issues at the next Senate meeting.

## **VII. Academic Senate Vice President's Report**

- Dave is attending the SJCC AS meeting as the DAS President.
- Kelly thanks the Senators and Committee Chairs for helping out.
- The screening committee for the Assistant position has selected a candidate, and HR is working with her on the paperwork, aiming for a start date of Feb 24.
- Spring 2025 Plenary is from Thurs 4/24 – Sat 4/26 in Irvine, CA. Senators who are interested in attending email Henry, Kelly, and Dave.
- Senators whose term ends in May 2024: Laura (Counseling), Sravani (LA), Michael (STEM), Eric (SSHAPE), Charlie (Faculty At-large), and Binh (Associate Faculty At-large). Faculty and Associate Faculty at-large seats may need formal election, and it will happen in April.
- Requests for faculty representation for 2 positions: Police Dispatcher and Program Coordinator, Umoja-Affirm were sent out, and the Senate will vote at its next meeting.

## **VIII. Consent Items**

### **IX. Action Items**

- A. Academic Senate Policy on Proxy – unanimously approved with minor changes – Eric (1<sup>st</sup>); Tejal (2<sup>nd</sup>)  
 EVC Academic Senate Policy on Proxy  
 Senators may assign a proxy (substitute) once per semester.  
 Proxy voters must be members of that senator's constituency group.  
 The Academic Senate President must be informed of a proxy voter's attendance at least 6 hours prior to the beginning of the Senate meeting.  
 To be added to the Senate By-Laws  
 Passed 4 February 2025

### **X. Discussion Items**

- A) Spring 2025 Plenary – Senators who are interested in attending email Henry, Kelly, and Dave by 2/18.
- B) Emergency Resolution: Hiring Procedure for Associate Faculty in AP 7120
- The meeting discusses the need for a formal process to hire associate faculty, with concerns raised about the potential impact on the hiring process and the flexibility needed for emergency hires. The Senate agrees to have a collaborative discussion with different constituencies, including management, to better understand the issue and find a solution. The discussion also

touches on the issue of associate faculty not being interviewed before being added to the pool, with the suggestion that interviews should be conducted to ensure the right candidates are selected. The discussion was tabled for further discussion.

C) Strategic Enrollment Management Plan

- The Senate discusses the ongoing development of the strategic enrollment plan, emphasizing the importance of feedback and contributions from the college community.
- Faculty should share comments and feedback using the form in the email that VP Pouncil sent out on Jan 23, 2025.

## XI. Information Items

A) Online Bookstore – VP Alexander

- It is important to submit book adoptions by March 17th.
- VP Alexander and her team are working on the contract with the new vendor. Updates will be reported at future meetings.

B) Certificate in LGBTQ Studies - Laura

- The certificate is in draft form. Laura discusses the challenges of articulating courses for a Gender Studies certificate, noting that at least 51% of the courses need to be articulated in a gender studies major at a CSU or UC. Laura and Charlie have drafted the certificate but are pending articulation.

C) Women and Gender Equity Program Update – Sylvia Min

- Sylvia explains the change from "women's history" to "womyn's herstory" to be more inclusive.
- Events in February and March featuring academic senators:
  - a. Women and Financial Literacy – Wednesday, February 12, 2025, 2 pm - 3 pm in MS 101
  - b. Opening Reception for Wandering Threads – An Art Exhibition by Connie Begg – Tuesday, March 4, 2025, 12:15 pm – 2:00 pm in EVC Art Gallery, 1<sup>st</sup> Floor of the Visual Arts Building
  - c. Women in Nontraditional Careers: Technology & Engineering by Melissa Hornstein – Thursday, March 13, 2025, 12:15 pm – 1:00 pm – Location: TBD
  - d. Women's History Month Book Discussion and Tea – by Sravani Banerjee – Thursday, March 20, 2025, 12:15 pm – 1:45 pm in Gullo II
  - e. Women's History Gender Inequality and Why Gender Equity is Important Today – by David Hendricks, Wednesday, March 26, 2025, 12:00 pm – 1:00 pm in LA 101
  - f. Women's History Month Poetry Jam by Leaf-by-Leaf Magazine – Monday, March 31, 2025, 12:15 pm – 1:00 pm in Gullo II – Women Poets from the LGBTQ+ Community: Gloria Anzaldua, Nikki Giovanni, and Mary Oliver

D) ZTC 2025 Fund Allocation – Tejal Naik

- The OER initiatives, cohorts 1 and 2 saved students around \$500,000 annually.
- We created manuals and ancillaries, which at the time CCC was not supported. They only supported the book creations but not ancillaries.
- The Chancellor's Office offered funding for creating ZTC pathways.
- Tejal requests faculty to look at their degrees and certificates to see if any are ready for ZTC.

## XII. Announcements & Recognitions

- Henry announces that Grace's mom has passed away, and her dad has also been sick. He will be leaving for the funeral, but the Senate's functions will not be affected.

- The next meeting is on February 18, 2025.

**XIII. Adjournment** – 5:05 pm – Rahmon (1<sup>st</sup>); Eric (2<sup>nd</sup>)