

**ACADEMIC SENATE**  
**February 2, 2011, 3:30 P.M.**  
**COLLINS CONFERENCE CENTER**

**UNAPPROVED MINUTES**

**PRESENT:** Corny Rodriguez (EB); John Gerhold (EB); Natalie Bursztyn (EB); Kate Pluta (EB); Bill Moseley (EB); Janet Fulks (EB); Phil Whitney; Christian Zoller; Diana Jackson; Kathy Rosellini; Klint Rigby; Nancy Guidry; Jeannie Parent; Kimberly Hurd; Maria Perrone; Matthew Morgan; Rick Brantley; Debbie Kennedy; Marsha Eggman; Terry Meier; Michael Korcok; Adel Shafik; Bill Kelly; Gayla Anderson; Rick Brantley; Reggie Bolton; Wesley Sims; Anna Poetker

**ABSENT:** Rachel Vickrey; (EB); Michael McNellis (EB); Diana Kelly (EB); Luis Guajardo; Jack Pierce; Sue Granger-Dickson; Kathy Freeman; Jason Stratton; Pat Coyle; Richard Marquez;

**GUESTS:** Joe Saldivar; Becky Mooney; Joyce Coleman

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**CALL TO ORDER**

The meeting was called to order at 3:37

**REVIEW OF THE MINUTES**

A motion was made to approve the minutes. M/S/C: B.Kelly/Guidry

**REPORTS**

President's Report (Rodriguez)

Corny welcomed back faculty from the winter break and introduced Matthew Morgan as the new EODAC co-chair.

- Matthew and Corny will conduct faculty screening committee training in early March.
- There has been a recent issue with faculty confiscating cell phones from students during class where in one case a student's phone was stolen. The Senate needs to discuss how best to preserve the faculty purview of classroom conduct while also keeping in mind the liability of the college in such instances.
- The Language Arts building elevator will be completed in approximately 4-5 weeks.
- In response to questions about requiring letters of recommendations for faculty hiring, there will be a flex workshop later this spring.
- The Senate Constitution and Bylaws are silent on how to fill officer vacancies. With that in mind, Corny plans to appoint a replacement Vice President unless there are objections. There were no objections raised.

Co-Chair Reports

**Accreditation:** Kate Pluta provided a four page document that highlights the accreditation standards and explains the focus of each standard. Part of the Self Evaluation Committee's (SEC) role is to identify issues and forward those to the Accreditation Steering Committee (ASC) for resolution. The first issue has come forward from IEC, requesting that ASC define "program" and to outline a process that better aligns program review and unit plans while also integrating the budget development process so that planning will drive the college's budget decisions. Becky Mooney, SEC co-chair asked Senators to encourage faculty to volunteer for the faculty co-chair positions of each standard. Study guides will be made available to each of the 11 standard committees in the form of a template that will be used to guide the committees' work and to provide information to the visiting team. More Information on the accreditation and self evaluation process can be found online

[www.bakersfieldcollege.edu/collegecouncil/accreditation](http://www.bakersfieldcollege.edu/collegecouncil/accreditation).

**Curriculum:** Janet Fulks reported that 150 pieces of curriculum have gone to the Board of Trustees for approval. Approximately 300 courses have now been entered into Curricunet from BC alone. Most of these courses were

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updated due to compliance issues and program reviews. There will be training available on February 8 at 2:30 p.m. and again on Friday, March 11 at 8:30 a.m. in the Language Arts building. Janet expressed how impressed she is with the faculty work so far and how glad she is to be a part of the process.

EODAC: Matthew Morgan reminded the Senate about the upcoming screening committee training.

ISIT: Bill Moseley reported that he met with Nan Gomez-Heitzeberg about issues beta testers and the Senate have with the implementation of Luminis and Moodle. Bill expressed concern will how these issues impact instruction and the importance of offering as many options as possible to faculty. Nan will be meeting with other Vice Presidents in the district about developing a districtwide policy on how those issues will be handled. Bill also explained that using Moodle could mean that faculty could ask students to connect through Moodle to an outside platform. This is not necessarily in the spirit of helping students; however, there is no policy that prevents faculty from this practice. Moodle does not allow a transfer of information, but faculty could require students to provide additional information when using an outside platform which could be a FEERPA issue. Although this is a concern, Bill cautioned faculty from developing a policy that would be too specific and noted that the technical implementation of Luminis might force changes to this practice.

#### Correspondence

Natalie Bursztyl reported that she sent, on behalf of the Senate, cards to Diana Kelly, Vicki Turney, Bonnie Suderman and Mike Gutierrez. Natalie asked Senators to send her information. It was noted that Daymon Johnson should be sent a card on behalf of the Senate.

**\*\* A motion was made to suspend the agenda in order to hear from those wishing to address the Senate.  
M/S/C: Rosellini/Fulks**

#### **OPPORTUNITY TO ADDRESS THE SENATE**

Academic Dishonesty Form: Joyce Coleman distributed three documents: the student conduct policy, the Incident Report form and the new Academic Dishonesty Form. Joyce explained that the new form was an attempt to make reporting academic dishonesty more useful for everyone. The form is an option for faculty if they choose to use it. Reporting academic dishonesty is also an option on the existing Incident Report Form. Joyce clarified that the "Student Explanation" section on the new form is an area for faculty to fill out. The form will be used to track academic dishonesty for multiple cheating offenses in multiple courses.

Registration Priority Change Proposal: Joe Saldivar explained that each semester during finals week he sees empty seats in his classes and at the same time receives dozens of emails from students who are unable to get into a class or waitlist for the following semester. The proposal addresses this issue by establishing unit restrictions for early registration. The restriction should provide an incentive for students to prioritize their initial registration while also allowing the student to add more units after lower priority students have had a chance to enroll. Presidential Scholars would automatically qualify for early registration priority given that they have demonstrated success in high school and the likelihood of those students being successful at BC is high.

There were several questions raised by the Senate regarding how this change would affect specific groups of students and the technical reality of implementing the change. It was noted that the restrictions would apply to the most recently attended semester at Bakersfield College. It also was clarified that students will have the opportunity to register for more than 14 units but only after open registration. The limit is set at 14 units because most classes are 3 units and this would allow the student 4 classes with the possibility of more, but again, only after open registration. It was suggested that the 48-hour window prior to open registration would be expanded to allow for the amount of BanWeb "downtime" students experience during the first days of registration. There was also a specific concern raised with the level of Banner programming changes and that it might not be realistic to make this change before summer/fall registration.

### Treasurer

There was no report from the Treasurer.

### CCA Report

Kathy Rosellini reported that according to CCA President, Mary O'Neal, the state may start looking at realigning reserve funds. KCCD is responding to the matter by moving \$12 million of the district reserve into a different account. This amount would still be considered liquid and available for the district to use.

Kathy asked on behalf of Andrea Garrison for Senate input on several issues being addressed at the negotiations table.

- SLOs and assessment in full-time faculty evaluations: It was noted that SLOs are an accreditation requirement and should stay in the reflective portion of the evaluation.
- Part-time faculty evaluations: Senators expressed particular frustration with the frequency and process for adjunct faculty. Currently adjunct faculty are evaluated every semester by one evaluator. There was strong opposition to requiring a committee to conduct an adjunct evaluation especially if evaluations will be required every semester. It was suggested to refer to Title 5 which delineates the process between full-time and part-time faculty. It was also recommended that Senators share this information and ask their department chairs to send input to Andrea Garrison.
- Evaluations for faculty who teach online: students will be asked, but not required, to complete an evaluation for the instructor prior to entering the class platform.
- Reductions in Force: CCA would like to develop transfer policy that would allow faculty who are transferred to another college during a RIF to automatically transfer back to their home campus as soon as an assignment is available for which they are qualified. The Senate asked that this policy would include transfers to sites within the college.
- KCCD Proposal related to Faculty Service Areas: this proposal would change the current use of FSAs during a RIF. Faculty would not be allowed to bump into a FSA for which they are qualified unless they had taught recently in that discipline. This would mean more senior faculty could be let go before those with less seniority. Recency would have to be defined and CCA would like Senate input on that definition. *A motion was made to add this topic to the agenda as New Business Item F and that the Senate position is to not support this change until discussion has occurred. M/S/C: Gerhold/Bursztyn*

### SGA (Student Government Association)

Sean Hill reported that the Renegade Pantry is still active and recently was able to serve 72 students and 100 children. Donations are always welcome and can be delivered to the Student Activities office anytime. SGA is currently working with the Foundation to set up an account that will allow for electronic donations. SGA will be distributing condoms on campus for Valentine's Day as part of an STD awareness campaign. Student elections are coming soon.

### Budget Committee (status update)

The committee has met and began developing criteria for budget decisions. Tom Burke provided the committee with training on the state and local budget process. Tom noted that the colleges have already made cuts in the amount proposed for 2011-12 so KCCD will be in good shape for next year. An email with more details is forthcoming from the faculty representatives on the committee.

### Enrollment Management

Michael McNellis has asked for the Senate's position on the registration priority proposal that he can take forward to the Enrollment Management Committee.

**ADDITIONS TO THE AGENDA (must be added with a 2/3 vote of members present)**

It was decided to add as New Business Item F, Faculty FSA and Recency.

**COMMITTEE APPOINTMENTS**

A motion was made to approve the committee appointments as presented. M/S/C: Bursztyn/B. Kelly

**UNFINISHED BUSINESS**

Class Size Determination (task force)

This item was tabled.

Grading Policy (task force)

There was no update on this topic.

General Education (SB 1440)

There will be a workshop related to the implementation of SB1440, Friday, February 4 from 10:00 a.m. – 3:00 p.m. and lunch will be provided. Approximately 150 people will be attending from multiple area colleges. The morning will consist of general discussion and student speakers. After lunch, discipline groups will meet to discuss how the transfer model curriculum will be implemented locally. Information about the model degrees can be found at [www.c.id.net](http://www.c.id.net).

**\*\*A motion was made to suspend the agenda in order to move to New Business Item E, Curriculum Committee Restructure. M/S/C: Gerhold/Bursztyn**

Curriculum Committee Restructure

Janet Fulks presented a proposal for change to the structure of the General Education and Curriculum Committees. The proposed changes would allow for more cohesion and coordination of the curriculum approval process. General Education is the core of all we do and because of this, it needs to be more closely tied to the overall curriculum approval process. An efficient and effective approval process is critical as we continue to implement Curricunet. Senators should share this proposal with their departments and be prepared to vote at the February 16 Senate meeting.

**\*\*A motion was made to suspend the agenda in order move to New Business Item A, Registration Priority Proposal. M/S/C: Bursztyn/Gerhold**

Registration Priority Proposal

The 14-unit restriction may limit a student's access to a particular load for the first semester if additional courses are not available during open registration. It may also be in the student's best interest not to have more than 14 units if those units are comprised of a particularly heavy load. It would be useful to know how many seats this change would open up. It was suggested that the limitation be either 14 units or 3 courses if those courses go beyond 14 units.

It was also suggested that the Senate look for links to this and other issues related to catalog changes and the grading policy before making a decision. A motion was made to table the discussion until more information was available. M/S/C: Gerhold/Bursztyn.

**\*\*A motion was made to suspend the agenda in order to discussion the Governance Workshop. M/S/C: Gerhold/Whitney.**

Governance Workshop

At the request of all three Academic Senates and the Chancellor, representatives from the Community College League of California (CCLC) and the state Academic Senate (ASCCC) will provide a workshop on February 11 from 9:00a.m. – 12:00 p.m. in the district office Board of Trustees conference room. Video conference will be available to all sites and also streamed online. The purpose of this meeting is to address the Senate's concerns that were raised last spring and to establish a common basis of understanding of participatory governance. Faculty participation is important and appreciated.

#### Academic Dishonesty Form

The Senate's initial concern was that faculty would be forced to report incidents of cheating. It was noted that the wording already has been changed in the student handbook and that the issue is also tied to the grading policy. There was a question about why a separate form was developed when this issue is already addressed on the Incident Report Form. It seems the new form is more simple in that it addresses only the issue of academic dishonesty.

#### **NEW BUSINESS**

##### Board Policy: 4B8, Independent Instruction

This item was tabled.

##### Board Policy: 4C4C, Grade Changes

This item was tabled.

##### Faculty FSA Recency

Due to a lack of time, it was suggested that Senators discuss this issue with their departments and forward input to Andrea Garrison before Wednesday, February 9. Discussion continued with support for both seniority and recency. It seems that there is support for recency in the CTE areas, but that in other areas certain teaching components in specific courses do relate to other disciplines and should be considered over recency. It was suggested that CCA survey the entire faculty and that negotiations should not proceed on this topic until further Senate discussion.

#### **GOOD AND WELFARE AND CONCERNS**

**ADJOURNMENT at 5:13**