

# ACADEMIC SENATE of BAKERSFIELD COLLEGE

October 10, 2012, 3:30 P.M.

Collins Conference Center

UNAPPROVED MINUTES

**PRESENT:** Corny Rodriguez (EB); Nick Strobel (EB); Rick Brantley(EB); Michael Korcok(EB); Leah Carter(EB); John Gerhold (EB); Kimberly Hurd (EB); Kate Pluta(EB); Bill Kelly; Christian Zoller; Kris Stallworth; Jeannie Parent; Susan Pinza; Nancy Guidry; Kathy Freeman; Klint Rigby; Valerie Robinson; Julie Lowe; Brian Hirayama; Robert Martinez; Ron Grays; DeAnn Sampley; Brent Damron; Alex Henderson; Danitza Romo; Bernadette Towns; Lisa Harding; Anna Poetker; Jason Stratton; Terry Meier; Marsha Eggman; Maria Perrone

**ABSENT:** Bill Barnes (EB); Billie Jo Rice (EB); Ron Kean (EB); Wesley Sims (EB); John Carpenter (EB); Gayla Anderson; Janet Tarjan; Shane Jett; Patrick Fulks

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## CALL TO ORDER

The meeting was called to order at 3:33p.m.

## REVIEW OF THE MINUTES

A motion was made to approve the minutes as corrected. M/S/C: Gerhold/Korcok

## REPORTS

### President (Rodriguez)

- Program Viability Task Force is meeting every Tuesday in October. The group has made progress on identifying criteria that should be considered when making budget reduction decisions. When the list is finalized, the group will meet with administration to review the criteria and then forward the list to the Senate for final approval.
- Collins Conference Center is available for lunch from 11:30p.m. – 1:30p.m. This provides a comfortable venue and good opportunity to socialize with colleagues.
- The Board of Trustees will meet tomorrow, October 11 in Porterville and also have scheduled a Special Board Meeting on Monday, October 15. It seems likely that an announcement of the new president will take place at one of those meetings.

### Accreditation (Pluta)

Kate reported that the Accreditation Visiting Team will be on campus the week of October 22. The team has scheduled open forums on Tuesday, October 23 at 1:00p.m. and on Wednesday, October 24 at 11:00 a.m. A formal Exit Interview will take place on Thursday, October 25 at 2:00p.m. where the Team Chair will present an overview of the team's findings. ACCJC will issue its final report to the college in January which includes its action decisions and any recommendations. Employees should receive in the coming week an informational brochure that describes what to expect during the team visit. The Accreditation Team now has the self-evaluation addendum that includes the college activities since the self-evaluation was printed. There are efforts on four out of the five Actionable Improvement Plans. ASC is still working on how to move forward the AIP dealing with Human Resources.

ASC is now responsible for overseeing and monitoring what work each of the college committees are doing. ASC is also monitoring the progress on each of the Strategic Plan Objectives.

### Curriculum (Rice)

Curriculum Clinics are being held on Thursday afternoons in L148 where faculty can get assistance with entering or updating curriculum in CurricUNET or get answers to questions related to curriculum. Additionally the co-chairs had a productive meeting with Sean James, the district office technician, the new curriculum technician and Janet Fulks.

### Enrollment Management (Korcok)

Michael reported that the committee is recommending minor wording changes to the charge that will come to the Senate for consideration when the changes are finalized.

### SDCC (Hurd)

Kimberly reported that years of service pins are being distributed to all employees. SDCC may hold a reception for adjunct faculty—there are approximately 400 adjunct faculty who will receive pins. SDCC is also in the beginning stages of developing a Master Certificate Program for all employees that may lead to salary advancement. It was suggested to use spring flex days for departments, committees or other working groups to tackle large projects. Any other ideas for spring flex can be sent to Kimberly.

### CCA Update (Guidry)

Faculty should have received an email from Abe Ali explaining that deductions for health benefits will not begin in October. KCCD will give employees a 30-day notice before the deductions begin. Nancy reported that the dues increase waiver has been granted and dues payments will return to the same levels from July 2012.

### SGA (Romo)

Danitza introduced Nick Acosta, SGA General Counsel. Nick distributed several documents and explained that he was speaking on behalf of B-COUGH to present a newly revised policy related to tobacco use at Bakersfield College. The policy presented is different than what the Senate reviewed spring 2012 and is focused on three main ideas: education, enforcement and cessation. Nick asked the Senate to review the updated policy and provide suggestions and feedback directly to him. He further indicated B-COUGH is hoping the Senate will consider supporting the policy.

Referring to the voting results that Nick distributed, Senators noted that 422 votes in favor of a completely tobacco free campus out of the 873 total votes cast on the issue did not indicate a majority of those voting want a completely tobacco free campus. It was suggested to conduct another poll with different questions rather than debating the results

## **OPPORTUNITY TO ADDRESS THE SENATE**

### Nan Gomez-Heitzeberg and Sean James: Budget Reduction Impacts Furthest From Students

Corny explained that Nan and Sean came to provide information on the college and district cuts that have been made, audit of services at the district, and to address concerns about making cuts at the college before making cuts at the district office.

Sean shared his concern with what would happen at Bakersfield College if Proposition 30 does not pass. The current year budget is out balance by \$1 million and even if Proposition 30 does pass the college will need to reduce an additional \$1.2 million and use 100 percent of the college carryover. The current year budget is based on Proposition 30 not passing, but the fall schedule was built as if Proposition 30 would pass. The idea behind scheduling this way is to generate a large portion of the 12-13 FTES target early in the year and adjust the spring and summer schedules accordingly based on the election. Other cost saving adjustments will be made in the current year to help cushion the budget reduction impact for 2013-14.

Bakersfield College will face a \$5.2 million shortfall for 2013-14 if Proposition 30 does not pass which is nearly a 10 percent budget reduction over the current year budget. This would also result in a workload reduction of approximately 916 FTES and a reduction of 20 full-time faculty. There is currently no college carryover. Sean noted that faculty salaries equate to 62% of the total BC budget, management and classified salaries equate to 26% and operational costs equate to 12%. Reductions to the operational budget areas (4000, 5000

and 6000 accounts) have been made and additional reductions would only generate a couple hundred thousand dollars in savings.

Each manager at the district office was charged with costing out and prioritizing each function within their department. The result is a 5% reduction from the prior year budget. The district office currently has a vacant payroll technician position, the Vice Chancellor of Educational Services will remain vacant, both Sean and Jim Coggins are filling two positions and some of the Economic and Workforce Development costs have been shifted out of the general fund. Bakersfield College is charged back approximately \$13 million for IT services such as Banner, CurricUNET, and Degree Works; Finance services such as accounts payable, general ledger and compliance reporting; and Human Resources services such as hiring, payroll, and employee safety and benefits. These functions are more cost efficient when provided districtwide than when provided by each individual college. Other college functions such as financial aid validation and transcripts may also be consolidated as a cost saving measure. Sean indicated he will provide to the Senate a breakdown of district costs and functions.

A question was asked about the functions of the Government Relations position. Sean indicated the position is responsible for communication with state legislators, working with agencies in Sacramento and Washington to advocate for the interests of Kern Community College District and reporting to Chancellor's Cabinet about pending legislation that could be harmful to the district.

Sean was asked about a statement he made, "it destroys us if tax package doesn't pass." Sean said again that Proposition 30 not passing is disastrous. Nan indicated that there will be no way to reduce without affecting personnel if Proposition 30 doesn't pass. The faculty representative then questioned further how the KCCD Board of Trustees' decision to not publically support Proposition 30 is consistent with their own Statement of Ethics and Statement of Legislative Principles. Both Sean and Nan indicated that they could not speak on behalf of the Board.

As for outdated courses, deans and department chairs will receive an email from Billie Jo and John listing the courses that still need to be updated and faculty will have a two-week timeframe in which they can still update curriculum for courses to be included in the spring schedule. At the end of that timeframe, Nan will review the list of updated courses and adjust the spring schedule accordingly. The Accreditation Team may ask for samples of curriculum which may indicate we are out of compliance; however, we can now demonstrate progress is being made. Faculty who have problems with CurricUNET should contact Billie Jo or John or attend the Curriculum Clinics that are held on Thursday afternoons.

In response to questions, Sean indicated the district was evaluating the benefit of offering a retirement incentive. The district is restricted to discussing Human Resource issues with employee unions and legally cannot offer the incentive unless the district can demonstrate a cost savings.

Nan has been asked to continue the process that began last spring, specifically identifying what college programs and services will continue to be offered if the tax package does not pass. At this time, the plan for Bakersfield College is not specific to which programs or positions will be eliminated but it will give some idea of what needs to be done based on a budget reduction of \$5.8 million. The timeline for the Academic Senate process for identifying criteria to be used for instructional areas is still December 1. Parallel to that process, administration will continue to refine and modify this plan as new information is available. Further refinement will occur as the new president comes on board and as deadlines for layoff notices and budget development come closer. Nan indicated she will not publically identify any one particular person, program or department at this point, but she will share an Executive Summary of the plan at the next College Council meeting and will be available to answer questions.

Corny noted the importance of coming to a consensus on what it means to make reductions furthest from students. Nan pointed out that some of the reductions that are out of our control are being made closest to the students. Bakersfield College will need to sustain the very core of what we have within the budget constraints we face. In addition to established budget decision criteria and enrollment data that will influence administrative budget decisions, the Academic Senate is developing criteria to be considered for instructional areas. The process for faculty and classified prioritization will proceed as usual; however, new hires will be considered only after any faculty shifts, due to program reductions, take place. The college has

received notice of 11 faculty retirements and separations for 2013-14. Also of note is that the Faculty Obligation Number (FON) is a districtwide number and each college is given a specific number after the Chancellor consults with the college presidents.

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

There were no additions to the agenda.

**\*\*A motion was made to extend the meeting time by 10 minutes. M/S/C: Gerhold/ B. Kelly. There was one objection. A quorum was then established with 21 voting members still in attendance.**

**COMMITTEE APPOINTMENTS**

There were no committee appointments to approve.

**UNFINISHED BUSINESS**

Resolution in Support of Allowing Access to Waitlisted Students in Online Courses

Senators reviewed the resolution as was revised at the Senate meeting of September 26.

*Whereas, the Kern Community College District's highest priority is to promote student success;*

*Whereas, the Academic Senate is to be relied "primarily upon" for any elements of the "10+1" Responsibilities, #5 of which is "standards or policies regarding student preparation and success;"*

*Whereas, waitlisted students who are eventually enrolled into an online course have a higher drop rate and lower success rate because of the disadvantage of not being able to fully participate in the online course while waitlisted;*

*Whereas, the current Online Course Management System (Moodle) configuration settings do not allow waitlisted students for online courses to fully participate as equals to officially enrolled students as do students in face-to-face courses;*

*Whereas, employees of Kern Community College District Information Technology have stated previously that allowing waitlisted students to be given full and equal status in Moodle as officially enrolled students is not difficult;*

*Resolved, the Bakersfield College Academic Senate asserts the necessity of students in online courses parity in class participation with enrolled students and urges the Kern Community College District to implement this change immediately for spring 2013.*

A motion was made to approve the resolution as presented. M/S/C: Gerhold/Korcok

Program Review Committee: Update to Charge

A motion was made to table this item pending further input from the Program Review Committee.

M/S/C: Stratton/Gerhold

**NEW BUSINESS**

Proposition 30 Support Event

The Executive Board proposed a large scale event in support of Proposition 30. It would be valuable to send a press release and invite local media and to also invite speakers and participants from SGA, CSUB, local teacher unions, local school board members and other educational partners. John Gerhold will take the lead but would like help in coordinating the event. SGA President, Danitza Romo indicated she would bring informational materials on Proposition 30.

For clarification, it was noted that faculty can encourage students to register and to be informed on the propositions. Faculty may not campaign for any particular candidate or proposition during class time.

### Committee Charge Updates

There were no additional committee charges to review.

### Waitlist Size

The Executive Board brought this matter forward based on a discussion at Faculty Chairs and Directors Council (FCDC). Department Chairs expressed concern that waitlists are used for multiple purposes. Since this topic clearly falls within the 10+1, the Academic Senate should provide guidelines for faculty. Given that students can be on multiple waitlists for the same course, waitlists should not be used to determine demand. Fill rates is an example of a more effective determinant of demand. Waitlists size needs to be consistent across the board—perhaps not a “one size fits all” approach, but set in way that students can reasonably expect to get into the class. Senators should discuss this idea with their departments. The Executive Board will draft a proposal for the Senate to consider at the meeting of October 24.

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

**ADJOURNMENT at 5:13p.m.**

Respectfully Submitted,  
*Jennifer Marden*