

# ACADEMIC SENATE of BAKERSFIELD COLLEGE

May 7, 2014, 3:30 P.M.  
Collins Conference Center

## APPROVED MINUTES

**PRESENT:** Andrea Thorson (EB). Anna Poetker; Bill Kelly; Billie Jo Rice (EB); Reggie Bolton; Bryan Hirayama (EB); Christian Zoeller; Corny Rodriguez (EB); David Neville; Gayla Anderson; Ishmael Kimbrough; Janet Tarjan; John Carpenter (EB); Joyce Kirst; Kate Pluta (EB); Klint Rigby; Kris Stallworth; Lisa Harding; Maria Perrone; Mark Staller (EB); Michael Korcok(EB); Nancy Guidry; Nick Strobel (EB); Robert Martinez; Ron Grays; John Giertz; Valerie Robinson; Wesley Sims (EB); Alicia Loken; Corny Rodriguez (EB); Steven Holmes

**ABSENT:** Alex Henderson, A. Todd Jones; Charles Kim (EB); Jeannie Parent; Jennifer Jett; Julie Lowe; Kathy Freeman; Marsha Eggman; Patrick Fulks; Terry Meier

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### CALL TO ORDER

The meeting was called to order at 3:36 p.m.

### REVIEW OF THE MINUTES

A motion was made to approve the minutes April 23, 2014. M/S/C: Kelly/Sims

A motion was made to suspend the agenda for President Sonya Christian. M/S/C: Tarjan/Sims

President Christian addressed the Senate and expressed thanks for all faculty involvement this year. Christian highlighted some of the activities including CTE grant, STEM grant, Pre-Collegiate grant, Mission Statements, Baccalaureate Pilot Program, Curriculum Committee, Program Review, Budget Committee, etc. Corny Rodriguez has been a leader at District Consultation Council meetings, keeping the focus on academic matters. Co-chairs have been meeting together, working hard and integrating all committees. Faculty Chairs have done exceptional work on many critical issues. Rodriguez thanked President Christian and concurred with the work faculty had done.

*\*\*Senate President, Cornelio Rodriguez appointed Mark Staller, as Timekeeper for today's Academic Senate meeting.*

Corny Rodriguez welcomed and introduced Alicia Loken from Nursing/Allied Health who will be serving as a representative for Nursing for Lisa Harding. Harding will be serving as the Member-at-Large on the Executive Board.

### REPORTS

#### President (Rodriguez)

Corny Rodriguez thanked Kate Pluta for reminding him of the importance of tracking projects in order to see what has been accomplished, and shared a Year-In-Review list of accomplishments, both completed and in process. Corny stressed that the following accomplishments were all done by Senate members, and encouraged the inclusion of this information in their respective portfolios.

When Corny was appointed Senate President four years ago, he made a commitment to increase faculty involvement and improve communication. The level of people who have stepped up has been impressive. Communication between the district and administration has been improved. Courageous conversations have transitioned into passionate conversations, which built a mutual respect and rapport. A full list of accomplishments will be posted to the Senate website.

Corny agreed to lead or participate in a task force to review reassigned time for faculty chairs. Corny expressed thanks to the Senate, Retirees, Faculty and Staff, and extended an invitation to a local restaurant for a farewell get-together.

## CO-CHAIR REPORTS

### Accreditation Steering Committee (Pluta)

- A summary and the complete results of the evaluation of the college accreditation process, specifically the process for preparing the 2012 Self Evaluation and the 2013 Follow-Up reports, are posted on the ASC page <https://committees.kccd.edu/bc/committee/accreditation>.
- ASC has developed a process to track work on the Actionable Improvement Plans the college identified in the Self Evaluation. The AIP Tracking Document is also available on the ASC page.
- Planning for the Midterm Report process has begun.
- We will have an Accreditation Boot Camp on May 29.
- ASC celebrated its last meeting Tuesday, May 6. The Accreditation & Institutional Quality (AIQ) committee begins work this fall.

### Assessment Committee (Carpenter)

The Assessment Committee recently met and plans to increase committee membership to include all academic and service areas. In May, they will review the assessments received.

### Budget Committee (Corny Rodriguez and Nick Strobel)

No report

### Curriculum Committee (Rice/Carpenter)

The Curriculum Committee members have over 80 years of combined curriculum experience. This year, the committee has processed a large number of courses and programs. A very busy year!

### Enrollment Management (Korcok)

There was no report for Enrollment Management.

### EODAC (Hirayama)

There was no report for EODAC.

### ISIT

Additional information can be found on the ISIT Committee Web page at <https://committees.kccd.edu/bc/committee/isit>. Nick Strobel emailed a report to the Senate. He also stressed that feedback is needed on the technology survey. A copy of the budget was presented. Discussion ensued regarding the new IT positions budgeted for the District Office, as well as the reasons, such as increased security, behind the proposed District additions. It was noted that there are valid reasons for having the new IT positions ;, however, there needs to be a balance with our local priorities.

### Program Review (Pluta)

- The committee has revised the Annual Update and finalized the Comprehensive Program Review process.
- As part of the revision process, sections of the forms were sent to the appropriate committee for review and recommendations. For example, the Curriculum Committee examined and revised the Curricular Review section for both program review processes.
- PRC co-chairs met with CTE chairs to discuss the program review process for certificates. Stackable certificates—those leading to degrees—will combine their certificate with their degree program review. Stand-alone certificates—those not leading to degrees—will complete separate program reviews. PRC adopted the questions recommended by Sean Caras, one of the CTE chairs.
- The committee is finalizing Program Review Handbooks for both the Annual Update and Comprehensive Program Review processes.
- The committee is also finalizing the cycle for the Comprehensive PR for all college programs (administrative, student services, and instructional). The distribution of programs (about a third each year) is dependent upon the master list of curriculum.

### SDCC (Giertz)

After the recent meeting, the committee sent out information regarding proposed changes for staff development activities, which will then go to President Christian for approval. The committee is trying to get more time for presenters, in order to compensate for preparation time. Although the form may not be clear, presenters should get 2 hours for each hour of presentation time.

The committee is also asking for an increase from \$100 to \$1000 for staff development travel. New forms will be developed over the summer. John Giertz will email Todd.

Comments were made that the travel budget was roughly \$9,000 at beginning of year and approximately \$2,000. It was noted that status of travel funds should be reported to the Senate in order to increase funds and obtain more responses. These funds are from the State and funneled to BC through the District. At the end of the year the budget balance goes back to zero.

### Correspondence (Sims)

There was no report for Correspondence

### Treasurer (Kim)

Corny Rodriguez reported the Senate awarded (3) \$500 scholarships and (1) \$600 scholarship.

### ASCCC (Staller)

At the State meeting, Mark Staller attended a breakout session regarding open educational resources and electronic digital library. Survey went around campus asking for faculty feedback. The State is asking people in to submit textbooks, etc. Once the materials have been approved they will be posted to digital library, and people will be able to access for free. Community colleges and Universities are collaborating on this effort. Mark will send out a link to the website.

Next year the State senate will review the minimum qualifications for each discipline. If you have concerns, go to the ASCCC website. If your qualifications are approved at BC, then you are qualified for the District. Corny suggested to set a deadline in October, so that all three colleges could get together to discuss recommendations, thereby creating accountability. This issue also needs to be discussed during hiring process. Equivalency issues make recruiting more difficult for smaller colleges.

### CCA Update (Guidry)

New officers were elected, see list below. Contract negotiations are going slowly due to interest-based bargaining. The chief negotiator is retiring, so if the contract is not closed by June, a new negotiator will be required. Voting on the new contract will be held in the fall.

BC: Becki Whitson, Campus Chair, Nancy Guidry, Campus Rep., Kathy Freeman, Campus Rep./Grievance Chair, Isabel Stierle, Campus Rep., Terrie Meier, Adjunct Rep., Tom Greenwood, Negotiator.

KCCD: Matt Crow, President (CC), Ann Marie Wagstaff, Vice President (PC), Gloria Dumler, Secretary (BC), Sheri Burgess, Treasurer (PC), Nicole Celaya, Adjunct (PC), Maria Roman, Membership (PC)

### SGA

There was no report for SGA.

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

Sonya Christian, President – See comments above.

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

It was decided to add the following item to Unfinished Business: C) Baccalaureate Degree Task Force, as well as the following item to New Business: D) Denial Dual ADT's. M/S/C: Thorson/Sims

## **FACULTY APPOINTMENTS**

Development has begun for the Athletic Director Screening Committee and Carl Dean and Scott Dameron agreed to serve. Janet Tarjan volunteered to be a female representative on the screening committee. The typical number of faculty who serve on this type of committee is three. The incoming president, Steven Holmes, will meet with Dr. Zav Dadabhoy to confirm whether or not the Athletic Department is aware of the committee opportunity. A motion was made to approve the Athletic Director Screening Committee comprised of Carl Dean, Scott Dameron, and Janet Tarjan. M/S/C: Kirst/Rigby

## **ACADEMIC SENATE GOALS / MISSION REVIEW**

Please see handouts provided by Kate Pluta, copies of which are also posted to the Senate website.

## **UNFINISHED BUSINESS**

### Task Force Attendance/Financial Aid Update

Entering last date of attendance will not happen in AY 2013-14, but will begin in fall 2014. Charles Kim will find out at what point/date that students will be required to pay back financial aid funds. Students will need to be informed of the rules. A suggestion was made to possibly put this item on your syllabus. Corny agreed to serve on a task force this summer.

### Installation of 2014-15 Officers

Corny Rodriguez welcomed new Officers and Senators and noted that with the approval of the new Academic Senate Constitution, the presidential term was increased from one year to two years. This change does not apply to the new president, Steven Holmes, but Corny hopes that Steve will choose to continue his presidency, regardless. Holmes expressed appreciation for the vast experience represented in the room, as well as new faculty and looks forward to a great year.

New Officers and Senators introduced themselves. Steven Holmes -President, Andrea Thorson - Vice President, Wesley Sims - Secretary, Charles Kim – Treasurer, Denise Norris – Adjunct Representative, Marsha Eggman – Allied Health, Chad Newton – Biology, Greg Chamberlain – BMIT, A. Todd Jones – Communication, Klint Rigby – EIT, Neal Stanifer – English, Jeannie Parent – ESL, Reggie Bolton – Health & PE, Janet Tarjan – Math, Anna Poetker – Philosophy, Kathy Rosellini – Student Services Faculty.

### Baccalaureate Degree Task Force (Rigby)

A motion was made to approve development of a Baccalaureate Degree Task Force. M/S/C: Rigby/Tarjan

## **NEW BUSINESS**

### Welcome New Senators

See above.

### KCCD Resolutions- sent via email

- HR issue – Resolution #1. Strobel presented the 2014-15 budget from the district office, which proposed \$750,000 for new hires. The District first announced one position to the Consultation Council on the same date as it appeared in the budget, and it had a very short announcement period. Nancy Guidry proposed a friendly amendment to strike the word “Was” in the first line. A motion was made to hold an emergency vote. M/S/C: Staller/Kirst. It was noted that the motions were approved by the Executive Board. Motion to approve the amended resolution. M/S/C: Kirst/ Harding
- 2014-15 Budget Resolution #2. Motion to hold an emergency voice. M/S/C: Staller/Kirst  
There was a lot of discussion about creating a collaborative culture, District Office chargebacks, and the lack of an evaluation process. If the budget passes, there will be many unfunded needs. Nancy Guidry

proposed friendly amendments to include specific unfilled faculty position in the language, but these were not accepted. A motion was made to add 5 minutes to the agenda. M/S/C: Kirst/Guidry. Alicia Loken agreed to read the resolutions to the Board of Trustees at the meeting in Cerro Coso. A motion was made to accept Resolution #2. M/S/C: Guidry/Staller

A motion was made to extend the meeting by an additional 10 minutes for sharing information only. No items would be voted upon. M/S/C: Staller/Thorson

#### Class Size / "Productivity" Numbers

Staller handed out information and proposed the addition of Class Size and Productivity Numbers to the new senate goal for 2014-15. District proposed that college president will determine minimum and maximum class sizes, whereas, Senate sees it as an academic and professional matter. Corny announced that a task force was being developed and he agreed to serve.

#### Denial of Dual ADT's

Sue Vaughn was unable to attend the meeting. The Communication Department is concerned that BC Administration disallows dual majors for transfer. Thorson stated students are working hard and being denied. A question arose as to what the policy is at other colleges. Steve Holmes advised this issues needs to go to VP of Instruction.

#### **GOOD AND WELFARE**

**ADJOURNMENT at 5:27 p.m.**

Respectfully Submitted,  
*Tracy Hall*