

ACADEMIC SENATE of BAKERSFIELD COLLEGE

February 24, 2016 - 3:30 p.m.

Collins Conference Center

APPROVED MINUTES

PRESENT: Alisha Loken (by Proxy), Andrea Thorson (EB), Anna Agenjo, Bill Kelly, Chad Newton, Charles Kim (EB), Dan Kimball, Fitzgerald Graves (SGA), Greg Chamberlain, Joyce Kirst, Kathy Rosellini, Kimberly Nickell (EB), Klint Rigby, Kris Stallworth, Kurt Klopstein, Laura Peet, Lisa Harding (EB), Mark Staller (EB), Marsha Eggman, Matt Garrett (EB), Neal Stanifer, Qiu Jimenez, Rachel Vickrey, Reggie Bolton, Reginald Williams (by Proxy), Ron Grays, Steven Holmes (EB), Susan McQuerrey, Tom Greenwood (EB)

ABSENT: A. Todd Jones, Anna Poetker, Billie Joe Rice (EB), Bryan Hirayama (EB), Christian Zoller, David Neville (EB), Denise Norris, Gayla Anderson, Ishmael Kimbrough, John Carpenter (EB), John Giertz (EB), Richard Marquez (EB), Robby Martinez, Ronnie Knabe

Call to Order

The meeting was called to order at 3:35p.m.

Good and Welfare and Concerns:

- Andrea Thorson was recently released from the hospital
- Ed Borgens has injured his knee

Opportunity to Address the Academic Senate

The following groups will be addressing the Senate on 3/9/16:

- A. BSI Transformation Grant Summary (Stephen Waller/Kimberly Bligh)
- B. Renegade Promise (Nicky Damania/Nick Strobel)

Additions to the Agenda

There were no additions to the agenda.

Review and Approval of the Minutes

*****A motion was made to review and approve the Academic Senate Minutes of February 10, 2016, M/S/C: Kelly/Rosellin .***

President's Report (Holmes)

- Faculty retirees should receive their \$100 gift sometime in May; however, the process is lengthy and could be as late as September.
- Holmes announced the KCCD Decision-Making Flow Chart was approved by DCC. This chart is located:

https://committees.kccd.edu/sites/committees.kccd.edu/files/7a.%20DRAFT%20Decision%20Making%20Flow%20Chart%20%26%20Process%201-2016_1_0.pdf

- Holmes reported that the District hired two outside consultants to review the Management Schedule. ***The consultant's report will be sun shined on March 9th and presented to the BOT on March 10th.***
- Holmes reported the Tobacco-Free Campus (AP 3B1H1) is currently being discussed at DCC:
 - There is no punitive damage for those who do not follow procedures, except they will be sent to the Director of Student Life who will provide literature for educational purposes. Faculty and staff would not receive any consequence.
- Holmes shared that he discussed the Board Policy faculty hiring committee process at FCDC
- Holmes informed the Senate that the fire alarm schedule will be sent to all faculty

AIQ (Staller)

<https://committees.kccd.edu/bc/committee/accreditation>

Vacancies: Basic Skills, General Education, CTE

- ***Tabled 3/9/16***

Assessment (Neville)

<https://committees.kccd.edu/bc/committee/assessment>

Vacancies: Adjunct/Agriculture/Allied Health/Fire Technology/Health & PE/Performing Arts/Philosophy/Physical Science/Social Science/ SGA

- No report

Budget (Holmes)

<https://committees.kccd.edu/bc/committee/budget>

Vacancies: Basic Skills/ESL/English

Holmes reported that the next ***BAM meeting is scheduled for March 11th from 8:30-noon at the District Office.***

Curriculum (Rice/Carpenter)

<https://committees.kccd.edu/bc/committee/curriculum>

Vacancies: Biological Sciences

- ***Tabled 3/9/16***

Enrollment Management (Staller)-Report submitted as written

<https://committees.kccd.edu/bc/committee/enrollment>

Vacancies: CTE

*February 24, 2016 Enrollment Management Committee Academic Senate Report
(Written report submitted by Mark Staller, EMC Faculty Co-Chair)*

The EMC had its monthly meeting on Tuesday, February 23. The primary focus of the EMC were two half-hour work sessions. The first work session focused on an enrollment management flow chart or “process graphic” that will help BC personnel understand the overall enrollment process at Bakersfield College. The second work session focused on the written Strategic Enrollment Management Plan (SEMP) that is being produced by the EMC this semester. A draft table of contents for the BC SEMP will be shared with Academic Senate members on February 24 to give faculty members some idea of what will be included in this Strategic Enrollment Management Plan.

An EMC Finance Roundtable will be held in Levan Center this Thursday, February 25, 2016, from 2:30 p.m. to 4:00 p.m. Join us for a campus-wide discussion of strategic enrollment management and how it impacts, and is impacted by, college financial considerations. The BC Enrollment Management Roundtable will feature

- *Anthony Culpepper
Vice President, Finance and Administrative Services
and Budget Committee Co-Chair*
- *Steven Holmes
Social Science Faculty, Academic Senate President, and
Budget Committee Co-Chair*
- *Nick Strobel
Physical Science/Astronomy Faculty and
Budget Committee Member*
- *Primavera Arvizu
Financial Aid Director*

Audience questions and discussion will be encouraged.

A final EMC Roundtable focusing on Outreach and Demographics will be held on Thursday, April 7, from 2:30 p.m. to 4:00 p.m. This final Spring 2016 EMC Roundtable will feature, Steve Watkin, Director of Outreach and School Relations.

The EMC is asking all BC personnel to respond to the EMC email asking for feedback concerning class size concerns and issues. This feedback will be shared with the members of the class size task force, and it will be used to compile a list of class size issues and concerns that the task force will rank in order of importance.

The next EMC meeting will be held Tuesday, March 29, from 1:30 p.m. to 3:00 p.m. in A5

Staller distributed the ***Strategic Enrollment Management Plan***.

Equal Opportunity & Diversity Advisory (Hirayama)

<https://committees.kccd.edu/bc/committee/eodac>

Vacancies: None

- ***Tabled 3/9/16***

ISIT (Marquez)

<https://committees.kccd.edu/bc/committee/isit>

Vacancies: Allied Health/Art/Behavioral Sciences/Counseling/Health & PE/Philosophy/physical Science

- **Tabled 3/9/16**

Professional Development Committee (Giertz)-report submitted as written

<https://committees.kccd.edu/bc/committee/pdc>

Vacancies: None

Professional Development report to Senate, Feb 24, 2016

By John Giertz

I. Opening week was success.

Todd and Judy report that having a cutoff date for presentation ideas worked very well. It streamlined the process and made their work much more manageable, AND the numbers for participation did not decrease from the past few years.

II. Introduction of Reese Weltman, our new program manager of Professional Development.

The new program manager is being funded (about 90%) through SSSP and Equity. It is important to note our state legislature is providing additional funding for professional development through the areas of SSSP and Equity. Reese will be responsible for various activities including:

- *Coordinating conferences*
- *P.D. Newsletter*
- *P.D. Academy focus*

II. Continuing Development of Academies.

The purpose of the academies is to provide directed training for each employee group; Management, Staff, and Faculty.

PDC is moving forward with the Staff academies featuring Microsoft. Bill Moseley is working with Reese on developing the appropriate outlines

III. We are continuing to work with H.R. with the new hire orientations. We are continuing to create a website that is a one stop shop for people to reference for items such as how to get a parking pass, keys to classroom, etc.

It was questioned what the balance of the Professional Development Scholarship funds were=\$500. Giertz encouraged faculty to apply for a scholarship.

Program Review (Nickell)

Vacancies: Adjunct Rep/Agriculture/Allied Health/Art/Behavioral Sciences/Biological Sciences/Fire Tech/Health & PE/Industrial Tech/Performing Arts/Philosophy/Physical Science/Social Science/SGA

- **Tabled 3/9/16**

Treasurer (Kim)

Kim reported that he is looking into a jacket as a possible fundraiser for the Fall (\$50-60).

Secretary (Garrett)

- No report

ASCCC Representative (Greenwood)

<http://www.asccc.org/>

- No report.

CCA (Freeman)

Greenwood reported ***negotiations regarding benefits will take place on March 4th***. Greenwood shared that the District has been questioned about if the college reserves can be used to assist the negative benefits balance and so far there has not been a response.

There is a Department Chair and reassigned time informational meeting scheduled for Monday, March 7th from (4pm-5pm) in L149.

Student Representative (Graves)

Graves reported that SGA is working on several resolutions. They are disappointed about the current status of the Tobacco-Free Campus procedure. Graves mentioned that the Black Caucus Leadership of California was successful and had excellent keynote speakers.

Faculty Appointments:

- a) Standing Committee Appointments

VOLUNTEER	COMMITTEE	DEPARTMENT	NOTE
Jessica Wojtysiak	Curriculum-member at large (move from ACDV position to ML)	ACDV	Ok'd by Rice

****A motion was made to approve the Standing Committee Appointments of February 24, 2016, M/S/C: Kirst/Staller.***

- b) Screening Committees Appointments

EIT

- Liz Rozell (Administrator Lead)
- Jason Dixon (Department Chair)
- ~~Sean Caras-Klint~~ Rigby (Faculty)
- ~~Roy Allard~~ Darrin Willis (Faculty)
- Valerie Robinson (Outside the department)

****Correction to EIT Screening Committee that was approved on 1/20/16 by the Executive Board.**

NUTRITION

Corny Rodriguez (Administrator Lead)

Leah Carter (Department Chair)

Alex Gomez (Faculty)

Suzanne Durst (Faculty)

Bernadette Towns (Outside Faculty)

MATH

Stephen Waller (Administrator Lead)

Regina Hukil (Department Chair)

Rebecca Head (Faculty)

Jaime Astacio (Faculty)

Richard Darke (Outside Faculty)

****A motion was made to approve the Screening Committee Appointments of February 24, 2016, M/S/C: McQuerry/Klopstein.***

Unfinished Business:

a. 2018-19 BC Academic Calendar (Holmes)

Holmes shared the 2018-19 BC academic Calendar and several main issues were addressed:

- Should Spring semester being a week early?
- Should we take an entire week off for Thanksgiving?
- Should we change the week of Spring break?

b. Vote of No Confidence of Chancellor (Holmes)

There was nothing new to report on this item.

c. BP 4C4E Academic Renewal-Cerro Coso CC (Holmes/Pena)

Description: Cerro Coso has suggested language change reducing the elapse time to disregard course work from 5 years to 1 year. At the request of the Academic Senate, Michelle Pena drafted language based on faculty discussion and recommendations. The Academic Senate approved the language on 03/11/15. BC's proposal was submitted to V.C. Inclan on 03/19/15.

There was nothing new to report on this item.

d. BP 4D1D Minimum Graduation Req. (Holmes)

Description: Moving sections 4D1E1-4D1E3, 4D2C and 4D3C to procedures. Academic Senate is requesting the following language change: "All courses applied towards a degree or certificate of study, including courses in the general education pattern must be completed with a "C" or better, or a "P" if the course is taken on a pass/no pass basis." Additional discussion of whether language changes or additions are necessary due to BC offering a Baccalaureate degree.

Holmes met with Vice President Gomez-Heitzeberg regarding the **Golden Four** (Oral Communication, Written Communication, Critical Thinking, Mathematics/Quantitative Reasoning) which require a 2.0 or better. Holmes feels more research needs to be done on this topic.

e. BP6A Unrepresented Employees (Holmes)

Description: Language regarding Chancellor's powers thoroughly discussed. BC's attempt to stop the centralization of authority within the Chancellor's position was met with great resistance. End result, recommended language change will continue in the process. CCLC Consultant, Jane Wright, to review all aspects of BP6A-H and make recommendation.

There is nothing new to report on this item.

f. AP 3C1 (a)Meals and In-State Travel Allowance for Students (Holmes)

Description: Change to item 6, requiring meals be purchased on a group basis.

There is nothing new to report on this item.

g. AP 3C1 (b)Student Travel Authorization (Holmes)

Description: Adding new language that employee must purchase meals on a group basis.

There is nothing new to report on this item.

h. AP 3C3A(b)Claim for Travel (Holmes)

Description: Changes to travel reimbursement including having purchase orders in place prior to travel (#3 Steps to activate travel) and meals will only be reimbursed when an overnight stay is required (#2 Living Expenses).

There is nothing new to report on this item.

i. AP 3C3A (a)(b)Claim for Travel Reimbursement (Holmes)

Description: Update of form.

There is nothing new to report on this item.

j. AP 4J Sexual Assault on Campus (Holmes)

Description: BP 4J (prior 4K)

There is nothing new to report on this item.

New Business:

A. Ethics Point (Holmes)

Description: allows for disciplinary action initiated by an anonymous complaint.
Holmes suggested we put together a task force committee to review our Board Policy and will place a call for volunteers. It was also recommended to work with CCA due to this being a working condition. Other areas to review are the background, legality, and alternatives.

Adjournment:

The meeting was adjourned at 4:49p.m.

Respectfully Submitted, Tarina Perry