

**ACADEMIC SENATE of BAKERSFIELD COLLEGE**

**January 25, 2017 – 3:30 p.m.**

**Collins Conference Center**

UNAPPROVED MINUTES

**PRESENT:** Andrea Thorson (EB), Bill Kelly, Bryan Hirayama (EB), Carl Dean, Charles Kim (EB), Dan Kimball, Deborah Rosenthal (EB), John Giertz (EB), Joyce Kirst, Kimberly Nickell (EB), Kurt Klopstein, Lawrence Salcido (SGA Rep), Lisa Harding (EB), Mark Staller (EB), Michael Fredenberg, Neal Stanifer, Qiu Jimenez, Phil Whitney, Qiu Jimenez, Robby Martinez, Sarah Baron, Steven Holmes (EB), Susan McQuerrey, Victor Diaz

**ABSENT:** A. Todd Jones, Alisha Loken Anna Agenjo, Chad Newton, Christian Zoller, David Koeth (EB), Di Hoffman (EB), Gayla Anderson, Galo Jimenez (SGA Rep), Ishmael Kimbrough, Jennifer Johnson (EB), Klint Rigby, Kris Stallworth, Laura Peet, Matt Garrett (EB), Reggie Williams, Richard Marquez (EB), Ron Grays, Shae Johnson

**GUEST:** Janet Fulks

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**Call to Order**

The meeting was called to order at 3:31p.m.

**Good, Welfare and Concerns:**

The following BC Retirees have passed away:

- ❖ Nancy Edwards, English Professor from 1968-2009
- ❖ Howard Quilling, Performing Arts Professor from 1971-2002
- ❖ Ralph Krafve, Basketball Coach from 1973-1985
- ❖ Carol Marshall, Learning Center Tutor
- ❖ Rod Marshall, Supportive Services Faculty
- ❖ Dan Nystrom, Zoology Professor
- ❖ Dalene Osterkamp, Art Professor
- ❖ Ronda Valdez, Classified Staff member from 1969-1997
- ❖ Clyde Verhine, Social Studies & Economics Professor
- ❖ Eddie Ward, M&O Grounds Supervisor for 34 years
- ❖ Alejandra “Nicki” Wilkerson, M&O Staff member from 1986-2011
- ❖ Thomas Davis III, Social Science Professor from 1965-1996

Contact Jerry Ludeke, BC Archives for more information:

[bcarchives@bakersfieldcollege.edu](mailto:bcarchives@bakersfieldcollege.edu)

**Opportunity to Address the Academic Senate**

<https://www.bakersfieldcollege.edu/president/dof-awards-submission>

Janet Fulks, Dean of Institutional Research, shared information regarding two grants that BC has recently submitted:

- a. **Department of Finance (DOF) Innovation Award-** The program is expected to reduce the time it takes students to complete degrees and credentials, reduce the total cost of attendance for students. BC proposes to focus on three main objectives. If selected as a grant recipient, BC would receive \$2.5 million to focus on and accomplish the following for students:
  1. **Clarify the Path-** Create relentlessly clear pathways for all students
  2. **Get on the Path-**Improve intake and onboarding processes for all students
  3. **Stay on the Path-**Further integrate academic support service with instruction for a seamless college experience
  
- b. **College Promise Grant-** The BC Promise Program, “a scaled iteration of the Renegade Promise”, in close partnership with Kern High School District and California State University Bakersfield. Its two main goals:
  1. Timely Completion-priority access to classes to ensure a full-time (30 unit) academic load each year along with coaching communities/support services.
  2. Financial Assistance/Incentive-Foundation dollars/scholarship.

### **Additions to the Agenda**

There were no additions to the agenda.

### **Review and Approval of the Minutes**

Academic Senate Minutes of November 30, 2016

***\*\*A motion was made to review and approve the Academic Senate Minutes of November 30, 2016, M/S: McQuerrey/Stanifer; Motion passed unanimously.***

### **President’s Report (Holmes)**

- **Minimum qualifications-** Deborah Rosenthal to be the lead, John Gerhold and Michael McNellis are also both familiar with the process. The link for Minimum Quals is located on the Senate website:  
<http://www.asccc.org/sites/default/files/2014MinuimumQualifications.pdf>
  
- **2017 Faculty Position Requests-** FCDC maintains the list of approved positions by the President. As of today, there are 35. This list has been posted to the Senate website.
  - The Senate questioned if it was a requirement to have an “outside rep” serve on the screening committee. This is past practice and a recommendation when possible; however there is nothing stating this requirement in Board Policy.

Board Policy, 5G: Faculty Hiring:

[https://www.kccd.edu/sites/kccd.edu/files/Section%2005\\_Academic%20Senate%20and%20Faculty%20Employment\\_0.pdf](https://www.kccd.edu/sites/kccd.edu/files/Section%2005_Academic%20Senate%20and%20Faculty%20Employment_0.pdf)

- **Mandatory Reporting & What Are Our Collective Responsibilities-** Friday, February 10<sup>th</sup>, From 8am-10am in the Levan Center
- **Officer/Senator Election-** nominations have been sent out; deadline is February 6<sup>th</sup>
- **Trembley/Levinson Award-**announcement has been sent out; nomination deadline is February 24<sup>th</sup>
- **Substitution-** A substitute would become necessary after two weeks of absence. If there are additional issues, discussion it should be taken up with the Dean and Vice President.
  - The Senate's response was a recommendation of a standing budget line item to cover subs. Holmes will meet with CCA/VP and report back.
- **Online Education-** Bill Moseley, Dean of Academic Technology, has asked if the Senate would be interested in creating an Ad Hoc Committee for **quality control with online information**. The Senate agreed to make a faculty committee call to start up this committee.
- **District Consultation Council (DCC)-** has approved and moving forward to Board of Trustees (BOT) Chapters 1, 3, 4, and 6. Chapters 5 & 7 are pending. Chapter 2- Delegation of Authority is also moving forward to the BOT and then bring back to DCC; Holmes will look into this by contacting the BOT and inform them of the Senate's consensus.
  - Holmes also plans to address another concern: The Academic Senate status (entire chapter) is missing from the Community College League of California (CCLC) recommendation.
- **District-wide Committees-** IT & Budget committees are in the discussion stage

**The Senate gave a "shout out" thanking President Holmes for reading all of the Board Policies over the holiday break!**

**AIQ** (Staller)

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

Handouts: Self Evaluation Team 2018 Chart (located on the AIQ website)  
Standards/Leads/Teams/Committees

Staller announced that 14 work teams are needed. An honorarium will be given to Leads and Co-leads. There will be training offered this Thursday. The first Draft is due May 1<sup>st</sup>. The entire timeline (Draft-Accreditation Self Evaluation Calendar) is located on the

website. The Quality Focus Essay (QFE) is a 5,000 word essay involving Guided Pathway Initiatives. The Leads for the QFE is Janet Fulks, Mark Staller and Kate Pluta.

If you are interested in being on a team, contact Kate Pluta.

Assessment (Hoffman)

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

--**Tabled 2/8**

Budget (Holmes)

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

--**Tabled 2/8**

Curriculum (Johnson)

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

No report

Enrollment Management (Koeth)

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

--**Tabled 2/8**

**Equal Opportunity & Diversity Advisory** (Hirayama)-report submitted as written

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

*EODAC Report  
By Bryan Hirayama  
January 25<sup>th</sup>*

*The committee met January 20<sup>th</sup>, where we continued discussing projects for this year. The committee is working on getting a few trainings put together before the end of Spring. It was shared with the Committee that the EEO Plan is up for renewal and we were given a small window to review and offer recommendations to the plan. The due date for submission is in early February.*

*The committee discussed recruitment efforts by the college and district regarding new employees. Since the meeting there has been some chatter online and the job postings were shared through an Equity Listserv in addition to the traditional outlets. The committee also discussed job announcements and application process and the standard information required of applicants citing diversity being glossed over or removed completely.*

*The committee chairs would like to set up a meeting with the new interim Vice Chancellor of HR to get acquainted. It was shared that the EEO Committee that was*

*organized by the district is going to get back running. Nothing more as to when. It is essential that the EEO Committee get back together and moving.*

*The EODAC also discussed the upcoming awards the college is applying for and a place, if any, EODAC could help support the awards if received.*

*The next meeting will be held February 17<sup>th</sup>.*

The Equal Employment Opportunity & Staff Diversity Plan (EEO) must be revised by February. The 2014 version is located on the Senate website. The hiring process in general is being reviewed along with training ideas to be shared at future meetings.

Hirayama announced he will be connecting with the new KCCD Interim Vice Chancellor of Human Resources is Victoria Simmons.

ISIT (Marquez)

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

**--Tabled 2/8**

Professional Development Committee (Giertz)

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

**--Tabled 2/8**

Program Review (Nickell)-report submitted as written

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

### ***Report to Academic Senate for January 25, 2017***

*Kim Nickell, faculty co-chair*

#### ***Program Review Committee (PRC)***

- *PRC will meet January 31, 2017 for the first time.*
- *PRC will put out a survey on the Program Review process to help us prepare for the 2017-18 cycle.*

*If you have any questions, please check the committee's page, contact me, or contact your representatives on the committees. If your area has no representation on the committee, please consider joining us.*

***Co-Chairs:*** Manny Mourtzanos-administration, Kristin Rabe- classified; Kim Nickell, Faculty

***Members-***Diane Allen, Counseling; Anna Agenjo, Library; Bernadette Towns, FACE; Andrea Tumblin, Mathematics; Hal Mendoza, Business; Mark Osea, Counseling;

*Neeley Hatridge, Communications; Odella Johnson, ACDV; Beth Rodacker, EMLS, Pam Davis, ASL; Nicole Hernandez, NURS; Heather Baltis, AG; Savanna Andrasian, Eng.; Angela Bono, Adjunct.*

**Administrators-***Sue Vaughn, Enrollment Services; Laura Lorigo, Administrative Services; Liz Rozell, STEM;*

**Classified-***Meg Stidham, CSEA designee*

**Student-***SGA: vacant*

**Research representative** *vacant.*

**Treasurer** (Kim)

Treasure report will be provided at the February 8<sup>th</sup> Senate meeting.

**\*\*A motion was made to place the Academic Senate Scholarship on the agenda under New Business-i, M/S: Staller/Thorson; Motion approved unanimously.**

**Secretary** (Garrett)

No report

**ASCCC Representative** (Rosenthal)-report submitted as written

***DISCIPLINE REVIEW***

*With the adoption of Resolution 10.01 F16 by the ASCCC at its Fall 2016 Plenary Session, the Discipline List Minimum Qualifications review now occurs annually. The process for change appears to take a year.*

*Please visit the website*

*<http://www.asccc.org/sites/default/files/2014MinimumQualifications.pdf>  
and find your particular discipline. If you would like to submit a change please contact me. If there are any changes I would like to take them to the Area A meeting before the Spring, 2017 Plenary.*

*Deborah Rosenthal, ASCCC Rep*

*Contact information:*

*Email: [deborah.rosenthal@bakersfieldcollege.edu](mailto:deborah.rosenthal@bakersfieldcollege.edu)*

*Office: 395-4404*

*Rosenthal reported that Michael Ivey, Equivalency Co-chair, attended the MQ & Equivalency Conference and met with the E-Board to share updates.*

Rosenthal will be attending this year's Spring Area A meeting and Plenary.

**CCA** (Freeman)

No report.

**Student Representative** (Galo Jimenez-SGA Vice President/Lawrence Salcido-SGA Senator) <https://www.bakersfieldcollege.edu/osl>

Salcido shared tonight is the BCSGA Swing Vote Movie Night. He also reported there is a BCSGA Senate. The calendar survey instructions will be shared. The plan is to conduct a random sample regarding Thanksgiving week.

Holmes informed the Senate that the District is currently working on the next Academic Calendar for 2019-20.

**Faculty Appointments:**

- a) Standing Committee Appointments

<b>Pathways Implementation Task Force</b>
Mindy (Melinda) Wilmot, Library
Klint Rigby, Industrial Technology (CTE Rep)
Andrew Haney, Industrial Technology (CTE Rep)

***\*\*A motion was made to approve the committee appointments, M/S: Thorson/Kirst; Motion passed unanimously.***

- b) Screening Committees Appointments

**Counseling**

Barbara Braid (Faculty)  
Fabiola Johnson (Faculty)  
Jonathan Schultz (Faculty)  
Paula Parks (English Faculty)  
Grace Commiso (Administrator)

***\*\*A motion was made to approve the Screening Committees, M/S: Stanifer/Thorson; Motion did not pass. The Senate recommends to add the Counseling Department Chair.***

***\*\*A motion was made for the E-Board to amend the motion of the Screening Committee Appointment, M/S: Kirst/Stanifer; Motion passed unanimously.***

**Unfinished Business:**

- a. **Ethics Point Task Force** (Holmes)

*Description: A Task Force was created to address concerns about the BP Ethics Point and its process of complaints and anonymity.*

There is no update at this time; Holmes to consult with CCA and/or District Counsel for further research.

- b. **Dual Enrollment Task Force** (Holmes)-report submitted as written  
*Description: A Task Force was created to develop policies/procedures for Dual Enrollment. Draft handbook and Task Force Recommendations have been posted to the Senate website: <https://committees.kccd.edu/bc/committee/senate>  
Dual Enrollment website: <https://www.bakersfieldcollege.edu/cte/dual-enrollment>*

There was continued discussion about dual enrollment, the rigor of the classes, and guidelines for the role of the liaison. More information to be reported in the future.

Rigby announced that Anna Laven has been hired as the new Dual Enrollment Coordinator.

- c. **Board Policy & Administrative Procedures Chapter 5-Student Services**(Holmes)  
*Chapter 5 is posted under Polices/Procedures:  
<https://committees.kccd.edu/bc/committee/senate>*

Holmes asked the Senate to review this chapter and provide feedback prior to February.

#### **New Business:**

- a. **DOF Awards for Innovation in Higher Education Grant** (Holmes)  
<https://www.bakersfieldcollege.edu/president/dof-awards-submission>  
  
**\*\*A motion was made to vote on the DOF Award, M/S: Stanifer/McQuerrey;  
Motion passed unanimously.**  
  
**\*\* A motion was made to approve the DOF Award, M/S: Stanifer/McQuerrey;  
Motion passed unanimously.**

- b. **California College Promise Innovation Grant Program** (Holmes)  
<https://www.bakersfieldcollege.edu/president/dof-awards-submission>  
  
**\*\*A motion was made to vote on the Innovation Award, M/S: Stanifer/Kelly;  
Motion passed unanimously.**  
  
**\*\* A motion was made to approve the Innovation Award, M/S: Kelly/Stanimfer;  
Motion passed unanimously.**



c. Guided Pathways (Holmes)

*Description: detailed description is located on the website link:*

<https://www.bakersfieldcollege.edu/president/aacc-guided-pathways>

<https://www.bakersfieldcollege.edu/president/projects/ca-guided-pathways-project>

There was a lengthy discussion regarding pathways and the need for additional counselors for student succession as it relates to student education plans. Clear and constant guidance is needed for better understanding of program goals.

~~d. BP Chapter 1-The District (Holmes)~~

Moving forward to BOT. Remove this item from the agenda.

e. BP Chapter 3-General Institution (Holmes)

Pending review at DCC.

~~f. BP Chapter 6-Business Services (Holmes)~~

Moving forward to BOT. Remove this item from the agenda.

g. BP Chapter 7-Human Resources (Holmes)

Pending review at DCC.

h. Senate Scholarship Award (Holmes)

*Description: Annual Academic Senate Scholarship Award for one returning student/one transfer student from account: F3200.5101*

Holmes reported he was contacted by the Foundation Office regarding the annual scholarship award. The current account balance is \$10,112.02, which would allow an increase the award amount.

***\*\*A motion was made to vote to award two (2) Academic Senate Scholarship Awards, M/S: Thorson/Dean; Motion passed unanimously.***

***\*\*A motion was made to award two (2) Academic Senate Scholarship Awards, friendly amendment to increase the award amount from \$250.00 to \$400.00 each, M/S: Stanifer/Whitney; Motion passed unanimously.***

**Adjournment:**

The meeting was adjourned at 5:04p.m.