

**ACADEMIC SENATE of BAKERSFIELD COLLEGE**

**March 8, 2017 – 3:30 p.m.**

**Collins Conference Center**

UNAPPROVED MINUTES

**PRESENT:** Gayla Anderson, Sarah Baron, Carl Dean, Victor Diaz, Michael Fredenberg, Matt Garrett(EB), Ron Grays, Lisa Harding (EB), Steven Holmes (EB), Di Hoffman (EB), Qiu Jimenez, Jennifer Johnson (EB)[by phone], Matt Jones [by Proxy], Bill Kelley, Charles Kim (EB), Dan Kimball, Kurt Klopstein, Ishmael Kimbrough, Robby Martinez, Susan McQuerrey, Richard Marquez (EB), Chad Newton, Laura Peet, Deborah Rosenthal (EB), Klint Rigby, Lawrence Salcido (SGA), Kris Stallworth, Reggie Williams, Jessica Wojtysiak [by Proxy], Christian Zoller

**ABSENT:** Anna Agenjo- excused, John Giertz (EB)-excused, Bryan Hirayama (EB)-excused, A. Todd Jones, Shae Johnson, Joyce Kirst-excused, David Koeth (EB), Alisha Loken, Kimberly Nickell (EB)-excused, Mark Staller (EB)-excused, Neal Stanifer, Andrea Thorson, Phil Whitney

**GUEST:** Kathy Freeman, Nick Strobel

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**CALL TO ORDER**

The meeting was called to order at 3:34p.m.

**GOOD, WELFARE AND CONCERNS**

The decision was made to only send condolences to current faculty and immediate family members if they are experiencing long term illness or death and/or family addition. This decision was made because of the growing number of condolences distributed to extended family members.

**OPPORTUNITY TO ADDRESS THE SENATE**

**Faculty Evaluations**

CCA Reps, Kathy Freeman and Tom Greenwood presented the following article to Senate:  
*Mar. 8, 2017*

*Dear Senators,*

*CCA negotiators are requesting to consult with the Academic Senate about expected bargaining sessions on faculty evaluations (Article Six: Faculty Evaluations & Tenure) for the 2017-20 contract. This request is part of the Senate consultation process required by the state education code. Ed Code 87610.1 (a) states: "In those districts where tenure evaluation procedures are collectively bargained pursuant to Section 3543 of the Government Code, the faculty's exclusive representative shall consult with the academic senate prior to engaging in collective bargaining on these procedures."*

*As part of the consultation process, we will explain what areas of Article Six are likely to be discussed; how this would occur using the Interest-Based Bargaining process; and the steps*

*required for contract approval. We also will bring back any Senate feedback on Article Six items to CCA negotiators and to the district team.*

#### *Article Six Items*

*The IBB Sunshine Proposal approved by trustees on Dec. 15, 2016 lists the contract articles both teams wish to negotiate (see entire proposal on the next page). The interests listed under Article Six include:*

- Improve the online faculty evaluation process.*
- Provide faculty members with the evaluation paperwork at the post-evaluation meeting.*
- Eliminate administrative comments from the evaluation coversheet.*
- Create a step for faculty improvement before a Mode C occurs.*
- Streamline the process by eliminating the portfolio and teaching philosophy; instead, use a simplified form of questions regarding accomplishments and goals.*

#### *Interest-Based Bargaining*

*The IBB process involves two teams that have been trained in how to establish common interests and possible options. Instead of position-based bargaining, in which each side presents a list of demands, both teams work together in discussing an issue to resolve it mutually. This involves working together in confidential meetings to resolve differences and to collaborate on possible language until a consensus is reached.*

#### *Steps in Contract Approval*

*When consensus is reached on a section of contract language, a tentative agreement is signed. These tentative agreements will be presented as part of the next proposed contract. While the contract affects all faculty members, only CCA members will be able to vote on whether to accept the new three-year agreement. The proposed contract then will go before trustees, who also will vote on it.*

#### *Senate Feedback*

*CCA negotiators want the Senate to be aware of possible changes that may occur in the next contract regarding the faculty evaluation and tenure process, and we are open to suggestions you may have on the interests listed under Article Six. Once we have negotiated the 2017-20 contract, we will present this to Senate as part of our campus meetings before our members vote on the proposal.*

*On behalf of CCA negotiators, thank you for this opportunity to consult with the Senate.*

*Sincerely,*

*Kathy Freeman, KCCD CCA President, Bakersfield College  
Tom Greenwood, Chief Negotiator, Bakersfield College*

Interest-Based Bargaining Sunshine Proposal  
between the Kern Community College District and  
Kern Community College District Community College Association/California  
Teachers Association/National Education Association (CCA/CTA/NEA)

ARTICLE	INTERESTS
Article 1 - Agreement, Recognition, and Rights	<ul style="list-style-type: none"> <li>Hiring, retaining, and evaluating qualified dual enrollment Instructors.</li> </ul>
Article 5 - Faculty Area Chairs	<ul style="list-style-type: none"> <li>Incorporate ratified MOU changes into contract.</li> </ul>
Article 6 -Evaluation/ Tenure of Faculty	<ul style="list-style-type: none"> <li>Improve online faculty evaluation process.</li> <li>Provide faculty with evaluation paperwork at post-evaluation meeting.</li> <li>Eliminate administrative comments from evaluation coversheet.</li> <li>Create a step for faculty improvement before a Mode C occurs.</li> <li>Streamline the process by eliminating the portfolio and teaching philosophy; instead, use a simplified form of questions regarding accomplishments and goals.</li> </ul>
Article 8 - Faculty Assignment	<ul style="list-style-type: none"> <li>Incorporate ratified MOU changes for librarians and counselors into contract.</li> <li>Incorporate ratified MOU changes into contract for faculty who volunteer to teach in prisons.</li> <li>Incorporate a maximum enrollment for double-pay classes to improve student success.</li> <li>Comply with existing laws affecting part-time faculty enrollment and seniority.</li> </ul>
Article 10 - Reduction in Force	<ul style="list-style-type: none"> <li>Comply with existing laws affecting part-time faculty enrollment.</li> </ul>
Article 11 - Compensation and Benefits	<p>To attract and retain excellent faculty:</p> <ul style="list-style-type: none"> <li>Clarify language regarding mileage payments and portal-to-portal pay to faculty.</li> <li>Offer competitive health benefits package.</li> <li>Adjust an inequity in the salary schedule.</li> <li>Offer competitive adjunct and overload pay.</li> <li>Eliminate adjunct office hours.</li> <li>Offer additional compensation for faculty who volunteer to teach in correctional facilities.</li> <li>Compensate faculty for required safety training.</li> </ul>
Article 12- Absences and Leaves	<ul style="list-style-type: none"> <li>Clarify sick leave contract language.</li> <li>Comply with state law regarding parental leave.</li> <li>Create voluntary catastrophic leave bank and kin care leave per Health Benefits MOU.</li> </ul>
Article 14 - Personnel Files and Complaints	<ul style="list-style-type: none"> <li>Protect faculty and District from anonymous complaints.</li> <li>Ensure college processes are followed when complaints occur.</li> </ul>

## **Accreditation Standard I.A Mission**

Nick Strobel provided the Senate with an update on the Standard I.A Mission:

### **Analysis of 2014 Standards**

#### **Standard I.A Mission**

Bakersfield College revised the Mission Statement in 2015 to reflect its participation in the pilot program to offer a Bachelor of Science Degree in Industrial Automation. It had been revised in 2014 to reflect the updated Institutional Learning Outcomes and in response to the 2014 ACCJC Standards. The Kern Community College District Board of Trustees adopted the newly revised Mission Statement on May 7, 2015. The College publishes the Mission Statement in a variety of college documents, including the catalog, and posts it on the Panorama and Delano campuses and on the college website (S-1).

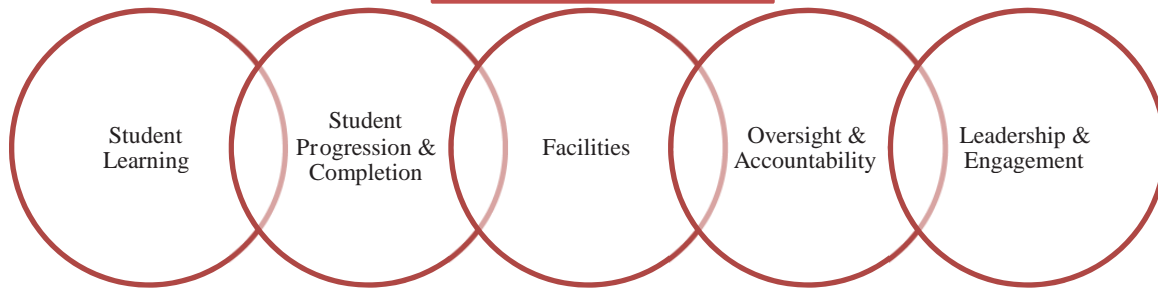
*Bakersfield College provides opportunities for students from diverse economic, cultural, and educational backgrounds to attain Associate and Baccalaureate degrees and certificates, workplace skills, and preparation for transfer. Our rigorous and supportive learning environment fosters students' abilities to think critically, communicate effectively, and demonstrate competencies and skills in order to engage productively in their communities and the world.*

Bakersfield College uses data to accomplish its mission through several practices. The four data strands help to organize the 2015-18 *Strategic Directions* document, which includes five Strategic Directions to help the college accomplish its mission. The Strategic Initiatives support the Strategic Directions and progress is evaluated twice a year. The Bakersfield College Renegade Scorecard, which is organized by the data strands and is now integrated with the Strategic Directions, represents a tool for both communication and dialog about the important work going on at the college and helps to guide data-informed decision-making. Interventions and improvements are identified and monitored by this set of metrics which represent a kind of "Vital Signs" of college work (S- 2, S-3). The College meets each section of the Standard.

#### **Data Strands**

*Student Learning  
Student Achievement  
Operations  
Perception*

## Strategic Directions



**The College meets each section of the Standard.**

### **ADDITIONS TO THE AGENDA**

There were no additions to the agenda.

### **REVIEW AND APPROVAL OF THE MINUTES**

Academic Senate Minutes of February 8, 2017

***\*\*A motion was made to review and approve the Academic Senate Minutes of February 8, 2017, M/S: Kelly/McQuerrey; Motion passed unanimously.***

Academic Senate Minutes of February 22, 2017

**--This item is tabled--**

### **PRISIDENT'S REPORT**

#### **BC Education Master Plan (90 page)**

The Educational Master Plan will be presentation to College Council on March 17, 2017.

Please refer to the Educational Master Plan website for presentation materials:

<https://www.bakersfieldcollege.edu/masterplan2020>

### **COMMITTEE REPORTS**

**AIQ** (Staller)-report submitted as written

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

The AIQ report was presented by Jessica Wojtysick on behalf of Mark Staller:

Accreditation and Institutional Quality (AIQ) Committee March 8, 2017 Written Report

To be shared at March 8 Senate Meeting, March 10 FCDC, and March 17 College Council

(Report prepared by Mark Staller, AIQ Faculty Co-Chair)

Here are important upcoming dates related to Accreditation and the accreditation process at BC:

March 21, April 4, April 25, and May 9: The four remaining AIQ committee meetings for this semester. AIQ acts as the steering committee and “trouble shooting” team for the Self Evaluation report. If you have any accreditation questions or problems that cannot be answered or solved by the Self Evaluation Team (Chaired by Liz Rozell and Jason Stratton), you can contact AIQ for assistance. The AIQ Committee meets from 3:30 p.m. to 5:00 p.m. in Levinson 40 on the above dates.

March 17: Deadline to get your name added to a Self Evaluation work group team. There are fourteen work group teams that are busy researching and writing their sections of the BC Self Evaluation report. You can contact Liz Rozell or Jason Stratton to get your name added to a work group team. Check out version 20 (or later) of the Self Evaluation Team 2018 Spreadsheet to find out when some work group teams are meeting, and to find out how many criteria questions they have to answer.

For example, for Standard II.A (Instructional Programs), you will see that that work group meeting time is Thursdays from 4:30 p.m. to 5:30 p.m., and that the work group has sixteen criteria questions that need to be answered. Given the number of criteria questions to be answered, AIQ recommends that more faculty join this work group team.

March 31: Accreditation Laboratory hosted by the AIQ committee. Join us on March 31, 2017, from 8 a.m. to noon for an Accreditation Laboratory. We will start the day in Business 7 for a brief orientation session that will cover some of the “nuts and bolts” of researching and writing the Self Evaluation report, then we will split up into work group teams (meeting in three different rooms) to get more Self Evaluation research and writing completed. If you are on a work group team, plan on attending this accreditation laboratory to get a substantial amount of work completed on your section of the Self Evaluation. You will be able to get help and advice from AIQ committee members and from “expert” researchers and writers involved in past iterations of BC’s Self Evaluation and/or Mid Term reports.

May 1: Deadline for the first draft of the 2017-2018 Bakersfield College Self Evaluation. In order to receive the commendations we wish to receive from ACCJC, all work group teams should be aiming to turn in a substantial first draft of their section of the Self-Study, including evidence and documentation that is properly named and referenced.

If you have any follow-up questions or concerns about this AIQ written report, you can contact Kate Pluta (AIQ Administrative Co-Chair) or Mark Staller (AIQ Faculty Co-Chair). Many thanks to all the faculty and staff who have gotten involved in the Accreditation process and who are busy researching and writing their Standard sections and subsections of the BC Self Evaluation report.

**Assessment** (Hoffman)-report submitted as written

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

**Assessment Committee report to Academic Senate 3/8/17**

Update 3/8/17 by Di Hoffman (faculty co-chair).

Committee met on 2/24/17:

Big push for 6 year SLO assessment plans – short-term fix until eLumen

- Awaiting a handful of 6 year plans and SLO assessments
- (Annual update due 3/31)

eLumen update

- Data steward training #2 completed
- **Awaiting data load for us to explore system and how to roll out to faculty**
- Discussed need to have system up and running as soon as possible

Committee Projects

- Developing workplan – goals and activities specific to ensure committee is achieving all accreditation standards, committee charge and strategic initiatives

**Budget** (Holmes)

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

A Budget Open Forum is in the process of being planned.

**Curriculum** (Johnson)

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

No report.

**Enrollment Management** (Koeth)

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

No report.

**Equal Opportunity & Diversity Advisory** (Hirayama)

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

No report.

**ISIT** (Marquez)

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

No report.

**Professional Development Committee** (Giertz)

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

No report.

**Program Review** (Nickell)

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

No report.

**Treasurer** (Kim)-*report submitted as written*

**2016-17 Academic Senate Budget Year-end Report**

**2/13/17**

Academic Senate/RetdStudt- <u>working account</u> (#5101)	\$10,407.52
Academic Senate (#0210)	\$21,931.90
Margaret Levinson Award (#5310), only 5% can be used of \$15,441.22=	\$772.06
Shirley Trembley Award (#5510), only 5% can be used of \$86,418.06=	\$4,320.90

**1/26/17**

Academic Senate/RetdStudt- <u>working account</u> (#5101)	\$10,112.02
Academic Senate (#0210)	\$21,931.90
Margaret Levinson Award (#5310), only 5% can be used of \$15,421.22=	\$771.06
Shirley Trembley Award (#5510), only 5% can be used of \$86,418.06=	\$4,320.90

**12/22/16**

Academic Senate/RetdStudt- <u>working account</u> (#5101)	\$9,732.12
Academic Senate (#0210)	\$21,905.99
Margaret Levinson Award (#5310), only 5% can be used of \$15,383.20=	\$769.16
Shirley Trembley Award (#5510), only 5% can be used of \$86,316.03 =	\$4,315.80

**10/26/16**

Academic Senate/RetdStudt- <u>working account</u> (#5101)	\$8,184.52
Academic Senate (#0210)	\$21,997.58
Margaret Levinson Award (#5310), only 5% can be used of \$15,323.10=	\$766.15
Shirley Trembley Award (#5510), only 5% can be used of \$86,316.03=	\$4,315.80

**8/26/16**

Academic Senate/RetdStudt- <u>working account</u> (#5101)	\$6,477.71
Academic Senate (#0210)	\$21,590.11
Margaret Levinson Award (#5310), only 5% can be used of \$15,004.73=	\$740.54
Shirley Trembley Award (#5510), only 5% can be used of \$84,953.32=	\$4,247.66

**Secretary** (Garrett)

Report under ***Good, Welfare and Concerns.***

**ASCCC** (Rosenthal)

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.

<http://www.asccc.org/sites/default/files/2014MinimumQualifications.pdf>



If anyone would like to submit a change, contact Deborah Rosenthal who will take the change to the Area A meeting prior to the Spring 2017 Plenary. Deborah's contact information: [Deborah.rosenthal@bakersfieldcollege.edu](mailto:Deborah.rosenthal@bakersfieldcollege.edu); office: 395-4404

**CCA** (Freeman)

Report under *Opportunity to Address the Senate*.

**Student Representative** (Lawrence Salcido, SGA Senator)

<https://www.bakersfieldcollege.edu/osl>

Salcido reported that they sent out between 300-400 calendar surveys.

**FACULTY APPOINTMENTS**

**STANDING COMMITTEE APPOINTMENTS**

**2016-17 Standing Committee Appointments**

<b>Facilities &amp; Sustainability Committee</b>
Kren Campbell (Nursing)

***\*\*A motion was made to approve the committee appointment, M/S: Harding/Kelly; Motion passed unanimously.***

**SCREENING COMMITTEES**

**Vice Chancellor of Human Resources**

Pam Boyles, Faculty-English

***\*\*A motion was made to approve the committee appointment, M/S: Garrett/Klint; Motion passed unanimously.***

**UNFINISHED BUSINESS**

- a. **Guided Pathways** (Holmes)  
No update.
- b. **Standards of Online Instruction Task Force** (Baron)  
The task force held their first meeting and discussed the process of creating a rubric from a different college to use as a base.
- c. **Ethics Point Task Force** (Holmes)  
No update.
- d. **Dual Enrollment Task Force** (Holmes)-report submitted as written  
Meetings are continuing to take place to keep up with the program expansion.

- e. **BP Chapter 2-Board of Trustees** (Holmes)  
This item is pending review at DCC.
- f. **BP Chapter 5-Student Services**(Holmes)  
This item is pending review at DCC.
- g. **BP Chapter 7-Human Resources** (Holmes)  
This item is pending review at DCC.

#### **NEW BUSINESS**

- a. **Budget Committee Proposed Charge**(Holmes)  
The Budget Committee proposed a revised charge.

***\*\*A motion was made to approve the Budget Committee charge with its proposed revisions, M/S: Garrett/Kelly; motion passed unanimously.***

- b. **Levinson Award Augmentation** (Holmes)  
The Margaret Levinson Award account requests funds to augment their annual award, \$1000.00 + plaque and taxes from the Senate account. However, the Senate account funds student scholarships and faculty retirement gifts. Although only about five faculty members now regularly donate; the Senate will encourage faculty to complete the direct withdraw form (\$5/month); form will soon be posted to senate web page: <https://committees.kccd.edu/bc/committee/senate>. Holmes recommended that the Levinson Committee look for new ways to supplement this financial shortfall.

***\*\*A motion was made to approve a transfer of \$400.00 from the Senate account to the Margaret Levinson account to subsidize the traditional award, M/S: Kelley/Garrett; motion passed unanimously.***

- c. **District-wide Committee Representation** (Holmes)  
No update.

#### **Adjournment:**

The meeting was adjourned at 5:04p.m.  
Digitally signed by T.Perry  
Meeting minutes recorded by T.Perry