

ACADEMIC SENATE of BAKERSFIELD COLLEGE
November 29, 2017 – 3:30 p.m.
Collins Conference Center

APPROVED MINUTES

PRESENT: B. Braid, C. Dean, V. Diaz (EB), M. Fredenberg, M. Garrett (EB), L. Harding (EB), S. Holmes (EB), J. Huston, Q. Jimenez, C. Kim (EB), I. Kimbrough, K. Klopstein, A. Loken, T. McAllister, S. McQuerrey, K. Nickell (EB), M. Ocean (EB), D. Rosenthal (EB), L. Salcido (SGA), N. Stanifer, P. Whitney, J. Wojtysiak (EB)

ABSENT: K. Amin, G. Anderson, S. Baron, J. Giertz (EB), R. Grays, D. Hoffman (EB), J. Johnson (EB), S. Johnson, M. Jones, B. Kelly, D. Kimball, D. Koeth (EB), L. Peet, R. Marquez, R. Martinez, (EB), E. Menchaca (EB), C. Newton, K. Rigby, G. Romo (SGA), G. Samples, R. Williams

GUEST: K. Freeman, T. Greenwood, N. Strobel, A. Thorson

I. CALL TO ORDER

The meeting was called to order at 3:30p.m.

II. GOOD, WELFARE AND CONCERNS

III. OPPORTUNITY TO ADDRESS THE SENATE

Umoja ASTEP Program (Parks)-Jan 24th

DPS Survey Results (Counts)- Jan 24th

a. A&R: Positive Attendance Hours

Michelle Pena, A&R Assistant Director addressed the topic of Positive Attendance Hours. Pena explained that many faculty have been mistakenly reporting attendance for positive attendance courses (such as in labs, PE, library classes, etc.), and that we MUST report the actual hours each student attends or we are in violation of Title V.

Issues with actual hours attended

Actual Hours of Attendance Course Issues

Here are some examples of issues:

Example 1: Student was dropped prior to census and had 46.50 hours listed.

Maximum class hours is 108

Weekly contact hours is 13.80

Start of class 6/12/2017

The class was scheduled to meet Monday-Thursday.

Student dropped class 6/16/2017 – Friday (Dropped 4 days after start of class)

If the student only attended the first week, the contact hours would be 13.80 not 46.50.

Example 2: Student was dropped before refund date and had 117.00 hours listed.

Maximum class hours is 117

Weekly contact hours is 7.90

Daily hours Monday - 2.70, Thursday - 2.60 and Friday - 2.60.

Start of class 1/17/17, because Monday was a holiday.

The class was scheduled to meet Monday, Thursday, and Fridays.

Student dropped class 1/24/2017 - Tuesday. (Dropped 8 days after start of class)

If the student only attended 3 days, the contact hours would be 7.90 not 117. This is assuming the student attended on Thursday, Friday and Monday of the following week, and then dropped the next day on Tuesday.

Example 3: Student attended the entire class. Hours are based on grade

Maximum class hours 108

Weekly contact hours is 13.80

Start of class 6/12/2017

The class was scheduled to meet Monday-Thursday.

Students given an A received 100 hours.

Students given an B received 80 hours.

Students given an C received 70 hours.

Students given an D received 60 hours.

Hours posted should be not be given based on grades, hours are for actual attendance. We have potential missing hours on this class.

Actual Hours of Attendance Courses

For courses for which actual student contact hours of attendance procedure is used, the fulltime

equivalent student (FTES) is to be reported in the period in which the course is completed, even if the course overlaps fiscal years.

Giertz asked about system generating the numbers. Pena stated currently not available in system. Whitney asked have faculty are aware or talked to about the issues. Pena stated Deans have spoken to their areas. A question was asked when students do not show up ever, the box asked for last date attended. McAllister asked will Canvas have a feature to track it. Pena stated she can speak to Moseley to look into it. Diaz asked ...? Pena stated census date certifies to the state of CA that the student attended and dropped after census date; red flag. If they never attended, can fill a grade change card. Stanifer stated issues with students attending the first day then not show the second class then show then not show.

It is not policy to drop students if they don't show up for the first class. It states faculty may drop.

Giertz asked if there can be a FLEX workshop on drop policy.

b. Strategic Directions 2018-21

The presentation was delivered by Teresa McAllister and Jessica Wojtysiak who provided a brief training on how to write an initiative for Strategic Directions and invited faculty to submit initiatives that are singular, measureable, and identify a single individual to evaluate:

Strategic Directions 2015-2018 closes out on June 30, 2017.

Lessons learned from previous version.

What does Academic Senate do related to the Strategic Directions?

Forum Jan 19 to discuss the crafting initiatives
Possible Flex Workshop for Strategic Directions
Colleges will now create their SD in the spring and will work together on a District SD.

IV. ADDITIONS TO THE AGENDA

There were no additions to the agenda.

- Jimenez asked about the Thanksgiving break and for BC to follow the K-12 schedule. Holmes stated last year this was discussed, as well as an SGA survey initiated with results: 50/50.

V. REVIEW AND APPROVE THE MINUTES

Minutes of October 25, 2017- **TABLED**

Minutes of November 8, 2017- **TABLED**

Meeting November 22, 2017- *cancelled*

VI REPORTS

PRESIDENT'S REPORT:

- Special Board of Trustees Meeting 11/28/17: Holmes reported the campus representation at yesterday's Board meeting appeared successful and the Trustees seem to now grasp the gross failures of the proposed changes to the Board Policy; he will help clean up errors and restore campus powers that the proposed policy deletes.
8 BC representatives: Jennifer Johnson, Jason Stratton, Tim Paiton, Nick Strobel, Liz Rozell, Michelle Pena, SGA Rep
Document has been tabled
Chancellor will work with 3 Academic Senate Presidents
- Resolutions
Delivered the resolution, AIQ and FCDC presented resolutions
- BP2430-2437 (Proposed by AS President)
Still discussions on delegation of authority
- BP Chapters 1-7 (Proposed New BP)
Procedures can be changed
Policies are vetted and approved by Board and can only be changed with approval of the Board
- Campus Safety Plan (update)
Joe Grubbs is now interested in meeting with Holmes
- ASL Classified Teaching Opportunities (update)
- Dual Enrollment TF (update)
- Election (update)
Apologize for not getting ballots out
Will shorten time from two weeks to one week
All pos running unopposed

COMMITTEE REPORTS:**(AIQ)ACCREDITATION & INSTITUTIONAL QUALITY** (Wojtysiak)-report submitted
as written**Accreditation and Institutional Quality (AIQ) Committee**

Academic Senate Report

Prepared by Jessica Wojtysiak, AIQ Faculty Chair

November 29, 2017

The Accreditation & Institutional Quality (AIQ) committee met for the last time this semester on Tuesday, November 21st at Levinson 40.

Accreditation/ISER:

- *The third accreditation forum was a hit! The ISER team is planning a forum for Standard IV to take place at 9:30-10:30 on December 1st. The forum is sponsored by College Council. It will take place at the Fireside Room and will be zoomed to the Delano campus.*
- *The ISER team is also planning a spring forum that will cover all standards at the Delano campus.*
- *AIQ will be ramping up its effort to prepare for the upcoming site visit in fall, 2018. AIQ continues to have openings in the basic skills and CTE faculty positions.*
- *Jessica Wojtysiak and Jason Stratton presented a joint resolution on behalf of AIQ and College Council to the Board of Trustees on November 28th. The resolution is available electronically at the AIQ website.*

Strategic Directions

- *The Taskforce has drawn up a schedule to meet committees to solicit input on the new initiatives for the next Strategic Directions cycle.*
- *The SD Taskforce will also host a day on January 19th for anyone interested to offer input.*
- *The new initiatives must be measurable, and those submitting initiative ideas will be asked to identify a manager responsible for the ultimate scoring of the initiative.*

ASSESSMENT (Hoffman)

TABLED 1/24

BUDGET (McAllister)

New Budget rep: Teresa McAllister

Accreditation standard IIID

Update on Districtwide Budget Cmte

Breaking up into 2 subcommittees – 1 for budget allocation/district office services; 1 for

reserves and long-term obligations (non-transparent transferring funds)
 Will be receiving additional \$1.5 million for last 7 years for financial aid funding for operational costs
 Campus reserves at \$12 million.
 Pushing for classroom renovations.

CURRICULUM (Johnson/Menchaca)

TABLED 1/24

(EMC) ENROLLMENT MANAGEMENT (Koeth)

TABLED 1/24

(EODAC) EQUAL OPPORTUNITY & ADVISORY COUNCIL (Ocean)

TABLED 1/24

(ISIT) INFORMATIONAL SERVICES INSTRUCTIONAL TECHNOLOGY (Marquez)

TABLED 1/24

(PDC) PROFESSIONAL DEVELOPMENT (Giertz)

Opening Week is for all employees
 Please let them know if you want to lead any workshops
 Giertz suggested an A/R workshop

(PRC) PROGRAM REVIEW (Nickell)-*report submitted as written*

Report to Academic Senate

November 29, 2017

Kim Nickell, faculty co-chair

Charge

In support of the College's mission, the Program Review Committee (PRC) facilitates an annual, systematic self-assessment of institutional effectiveness for instructional, student services, administrative and operational areas. PRC provides training, feedback, commendations, and recommendations related to the program review process. The committee contributes to "Closing of the Loop" by disseminating resource allocation requests to responsible committees. The committee reports to College Council annually at its last meeting of the calendar year.

Program Review Committee (PRC)

See <https://committees.kccd.edu/bc/committee/programreview> for supporting documents

The Program Review Committee prepared an annual report for the College President, Academic Senate President, and College Council. Here is an abbreviated version of the Program Review Summary Report:

- *109 of 112 program reviews PRC reviewed included:*
 - *10 Admin Units- all Annual Updates*

- 13 Student Affairs-1 Comp (Counseling) 12 Annual Updates
 - 13 of 14 Academic Affairs-All Annual Updates
 - 11 of 12 Other Areas-1 Comp (English for Multicultural Learners) 11 Annual Updates
 - 1 Baccalaureate-Annual Update
 - 61 of 62 Instructional-16 of which were Comprehensive Reviews and 45 Annual Updates.
- Program Review assessed the Annual Update and Comprehensive Program Review processes and the validity of the outcomes for the purpose of noting trends and issues which has led to opportunities and recommendations for future improvement.
- PRC provided information to help decision-making bodies such as the Budget, ISIT, Facilities, Assessment, Curriculum, and Professional Development committees; FCDC; College Council; CTE; and the College President in the resource allocation process. Here are the results:
- Total Budget Requests = 25
 - Classified Position Requests = 43
 - Faculty Position Requests = 52
 - Facilities Requests = 100
 - ISIT Tech Requests = 95
 - Other Equip Requests = 52
 - Professional Development Requests = 31
 - Total Certificates Reported = 12
 - Total CTE Reported = 30
 - Total Curricular Review Reported = 23

OFFICER REPORTS:

VICE PRESIDENT (Diaz)

No report

TREASURER (Kim)

Kim reported 63 shirts were ordered.

Fundraiser and donation details are located on the [Academic Senate](#) website.

SECRETARY (Garrett)

Meeting summaries are emailed to faculty after each meeting.

(ASCCC)ACADEMIC SENATE CALIFORNIA COMMUNITY COLLEGE (Rosenthal)-report
submitted as written

Deborah Rosenthal
Bakersfield College Representative
Academic Senate for California Community Colleges
“Messenger” notes for Fall Plenary Session, Nov.2-4, 2017, Irvine, CA

Thursday, Nov. 2

UC Transfer Pathways-Facilitating Transfer from Community Colleges

CSU is under legislation for ADTs but UC system is not. The areas that had most problems were looked at: Chemistry, Physics, Music, Computer Science. The transfer degree will not be an ADT. It will be UCT. There is a modified general education that is short 2 social studies and 2 humanities. Those courses will be taken after transfer to UC. This allows more math/science to be taken at the community college. The associate's degree may be up to 70 credits in order to fulfill the first 2 years because many courses are worth more credits at community college than the university. Example: chemistry is 5 units and BC, but most likely 4 units at UC. Requirements for chemistry would be 3.4 in major, 3.0 overall. Requirements in physics: 3.0 for major, 3.0 overall. *MOUs are not complete: Agreements are 'in progress' with UC system for chemistry and physics.*

Legislative Update

The budget bill includes money allocated for the following: base funding increase, guided pathways, veteran's resources, C-ID.

Bills Passed, include, but are not limited to:

AB21 (Karla) protection for undocumented students

AB637 (Medina) online education from one campus to another

AB214 (Weber) Eases CalFresh process for food security by automatic notifications

AB1018 (Reyes) Student Equity categories include homeless, foster, LGBTQ+

AB12 (Beall) Expands CAYFES grants (foster youth)

ACR32 (Medina) Assembly concurrent resolution for intent of 75% full-time faculty (not a bill, but a strong suggestion)

AB19 (Santiago) College Promise fee waiver

AB705 (Irwin) Matriculation Assessment, curricular re-design in basic skills

- a. *Must use measure that places highest*
- b. *Make most probable to complete in one year*
- c. *Use high school information*

Common Assessment Initiatives

The test is a branching test that is not easy to validate. There is no diagnostic validity.

Framework assumes if you can't answer an easy question, you can't answer a more difficult question. There are also questions about ESL portion.

CCCMYPath

Free technology solution

StarFish is embedded inside as just one application

Friday, Nov. 3

Getting Students Through the Transfer Gate: Mapping Transfer Landscape of CCC students. www.collegefutures.org

It is expected that in 2030 California will be short over 1 million graduates for the job market.

The RP group www.rpgroup.org is studying why students are not transferring even when they are "at" or "near" the gate. Colleges will be contacted in spring, 2018. Surveys will be sent out fall, 2018. There will be focus group spring, 2019.

Quantitative Reasoning

\$1 billion was allocated on student equity and basic skills in remediation. The gap remains.

www.bloomberg.com/ggraphics/2016-job-skills-report/

After 2 years only 27% have completed transfer-level math. AB705 indicates the one that places highest must be used for placement: high school coursework, high school grades, or high school gpa.

A math professor at Berkley City College shared a math practice that would also be great for pathways. They go into the high schools and talk to juniors; focusing on students that may have passed Algebra II, did not do well, and have decided not to take math senior year. They encourage them to take a “math skills” course their senior year. The community college agrees if the students passes “math skills” they are guaranteed placement in statistics when they enter college. This will allow them to meet the requirement if they decide to transfer to a CSU because Algebra II is a requirement for Statistics. (CSU no longer offers Alg. II/Int. Alg.)

OER and ZTC (Open education Resources and Zero Cost Text)

SB2359 (Block) As of January 2018 the online course schedule must indicate sections that are no cost for texts in that section. Note: There can be costs for supplies. There is a symbol that has been developed to be used. OER resources that have been reviewed can be found at

www.Cool4ed.org

Saturday, Nov. 4

Resolutions of Interest

7.07 F17 Implementing AB 705 (Irwin, 2017) to Serve the Needs of All Community College Students

7.08 F17 Call for Faculty Leadership in Implementing the Vision for Success

7.09 F17 Consultation Process and System Partners

7.10 F17 Using System Consultation and Faculty Input to Address Expansion of Online Education

7.11 F17 Commitment to Reliable English as a Second Language (ESL) Success Data via the Scorecard

7.12 F17 Endorse Consortium Approach to Expanding Online Educational Opportunities

9.01 F17 College Autonomy and Faculty Purview for Determining Meta Majors and Areas of Focus

9.02 F17 Expand System-wide Online Educational Opportunities

13.01 F17 Recognition of Course Sections with Low-Cost Material Options

15.01 F17 Aligning Transfer Pathways for the California State University and University of California Systems

17.06 F17 Academic Senate Role in Appointing Faculty for Guided Pathways Framework Design and Implementation

22.01 F17 Ensure Equal Access for All Qualified Californian Community College Students to College Promise Funds

Jimenez – No guarantee to transfer to UC as a 3rd year?

Rosenthal – Don't want to guarantee students due to difficult courses

Wojtysiak – Curriculum impact of multiple measures

Rosenthal – ESL portion

(CCA) COMMUNITY COLLEGE ASSOCIATION (Greenwood)

No report

(BCSGA) STUDENT GOVERNMENT ACTIVITIES (Romo/Salcido)

Salcido reported a meeting at PC with other campus student government.

Next week there will FREE PB&J sandwiches from the pantry

Students Event Calendar: <https://www.bakersfieldcollege.edu/studentevents>

VII. FACULTY APPOINTMENTS

Standing Committee Appointments-

There were no appointments to review.

Institutional Self Evaluation Report (ISER) Standard Leads
Standard 4B: Krista Moreland
Standards 3B: Jason Dixon

N. Stanifer motioned to approve the appointments, L. Harding seconded, motion carried.

Screening Committee Appointments-

There were no appointments to review.

Biology Instructor, Screening Committee
Joe Saldivar (Biology)
Scott Peat (Biology)
Chad Newton (Biology)
Kimberly Newton (Biology)
Stephen Tavoni (Biology)
Pamela Boyles (English)

EOPS Program Manager
Vanessa Bell (EOPS Faculty Counselor)

N. Stanifer motioned to approve the appointments, L. Harding seconded, motion carried.

IX. UNFINISHED BUSINESS

a. **Senate C's & B's** (Holmes)

Description: review Senate Constitution and Bylaws every three years.

TABLED

X. NEW BUSINESS

a. **Resolution no2: New Faculty Responsibilities** (Giertz)

TABLED

XI ANNOUNCEMENTS

11/30: Annual BC Employee Holiday Party

12/2-9: Finals

Statewide Academic Senate (ASCCC): <http://www.asccc.org>

12/15: Board of Governors (BOG)

12/22: Hayward Award

2/1: NBFFF Award

2/5: Stanback-Stroud Diversity Award

XII ADJOURNMENT

The meeting was adjourned at 5:00 p.m.

Digitally signed by T.Perry

Meeting minutes recorded by S. Boyles