

ACADEMIC SENATE of BAKERSFIELD COLLEGE
February 21, 2018 – 3:30 p.m.
Collins Conference Center

APPROVED MINUTES

PRESENT: B. Braid, C. Dean, V. Diaz (EB), M. Fredenberg, M. Garrett (EB), S. Holmes (EB), J. Huston, Q. Jimenez, C. Kim (EB), D. Kimball, K. Klopstein, A. Loken, R. Martinez, R. Marquez (EB), T. McAllister (EB) [proxy for T.Bohan], E. Menchaca (EB), K. Nickell (EB), M. Ocean (EB), K. Rigby, L. Salcido (SGA), G. Samples, P. Whitney, R. Williams, J. Wojtysiak (EB)

ABSENT: K. Amin, G. Anderson, S. Baron, T. Bohan (by proxy), J. Giertz (EB), R. Grays, L. Harding (EB), D. Hoffman (EB), J. Johnson (EB), S. Johnson, M. Jones, B. Kelly, I. Kimbrough, D. Koeth (EB), S. McQuerrey, C. Newton, L. Peet, G. Romo (SGA), D. Rosenthal (EB), N. Stanifer

GUEST: Craig Hayward

I. CALL TO ORDER

The meeting was called to order at 3:39p.m; quorum met.

II. GOOD, WELFARE AND CONCERNS

Susan McQuerrey's husband is seriously ill.

III. OPPORTUNITY TO ADDRESS THE SENATE

Spring 2018 Institutional Set Standards (Hayward)

Craig Hayward introduced the Institutional Set Standards and explained these standards are reviewed each Spring by the college. The standards were developed by a review process of our historical data. Input is solicited from college groups, followed by documentation of corrective measures. The following is a list of standards:

- *Course Success Rates*
- *Milestones*
- *Outcomes*
- *Licensing Pass Rates*
- *Job Placement Rates*
- *Baccalaureate-Courses, Outcomes*

The average success rate is 68.8%; BC exceeded their goal of 70% (by 3%). After review and questions, the **Senate made the following recommendations:**

- The 70% standard should be changed
- To move up the Degree Completion and Certificate Completion standard to match the past five years average.

- Visit the [Academic Senate](http://www.bakersfieldcollege.edu/oie) website to view the power point presentation and/or the Office of Institutional Effectiveness www.bakersfieldcollege.edu/oie for more information on this item.

IV. ADDITIONS TO THE AGENDA

Additions to the agenda:

- The History Screening Committee was added to *VII. Faculty Appointments*

M/S/C: M. Garrett motioned to add to the agenda, B. Kelly seconded; motion carried.

V. APPROVAL OF MINUTES

Minutes of February 7, 2018

M/S/C: B. Kelly motioned to approve the minutes, M. Garrett seconded; motion carried.

VI. REPORTS

President's Report

Board of Trustees (BOT) update- Next meeting is scheduled for 3/8

Board Policy revisions - no update

District Office mid-year adjustments- \$900,000.00 is to be taken out of the reserves. \$500,000.00 is designated for Banner 9 training for 55 staff members, which is excessive. Both items were addressed to the BOT as a concern.

Another budget concern addressed to the BOT is the 5 month (extended to 6) contract with Simmons, previous interim VC of HR, which \$11,000.00/month to work on an HR project with *PeopleSoft* that a job a classified individual would be qualified to accomplish.

District Consultation Council- no update

BC President/AS President- no update

Campus Safety-Emergency contact button for classroom phones; project to be completed by summer

Allied Heath/EIT reorg- no update

Dual Enrollment- no update

Hiring Committees- One Dean of Instruction hiring committee for multiple deans: Collier, Thorson (Interim) and Rice (Interim). Each dean will have a component of CTE. Jennifer Johnson and Clint Rigby will serve on this committee.

VP of Admin & Finance- Holmes will solicit to Budget Committee first.

AB 705 Task Force- Thorson is the lead and this group, which has yet to meet.

Committee Reports

Accreditation & Institutional Quality (Wojtysiak)

--TABLED 3/21

Assessment (Hoffman)

--TABLED 3/7

Budget (McAllister)

Holmes announced the All Campus Budget Forum is scheduled for 2/26, Levan Center from 4-5pm.

Curriculum (Johnson/Menchaca)-report submitted as written

Curriculum Committee Report

Activities to date (November 2017- February 8, 2018):

- *Conducted eLumen course review training for committee members, Faculty Chairs and Deans during January flex week.*

Courses		
<i>Deleted</i>		<i>37</i>
<i>Distance Ed option</i>		<i>89</i>
<i>New</i>		<i>35</i>
<i>Revision</i>		<i>106</i>
Total		267
Programs		
<i>Certificates</i>	<i>New</i>	<i>6</i>
	<i>Modifications</i>	<i>1</i>
<i>Degrees</i>	<i>New</i>	<i>10</i>
	<i>Modifications</i>	<i>5</i>
Total		22

- *Fall 2017*
- *For Spring 2018 semester we are encouraging faculty to address requested changes from fall submissions in order to complete the approval process by April.*
- *Updated forms for content review. Created a deletion form for courses and programs. (posted on committee page)*
- *Increased communication to constituents:*
 - *Curriculum update will be a standing FCDC agenda item.*
 - *Provide email updates to constituents.*
 - *Curriculum Committee page has been updated and resources have been added.*

Work plan for the semester

- *Primary focus will be on finalizing eLumen implementation plan.*
- *Catalog development*
- *Finalize curriculum handbook.*
- *Continue to assist faculty in the development and modification of programs.*
- *Continue to assist faculty with the creation ADT's through to CCCCCO approval.*
- *Continue to assist faculty through the process of course C-ID approval.*
- *Continue to ensure all courses reviewed by the Committee have SLO's and objectives.*
- *Continue offering curriculum clinics and training as needed.*

Respectfully submitted,

*Jennifer Johnson and Erica Menchaca
Faculty Chairs, Curriculum Committee
Committee*

*Billie Jo Rice,
Administrative Chair, Curriculum*

Enrollment Management (Koeth)

--TABLED 3/7

Equity Opportunity & Diversity (Ocean)

--TABLED 3/7

Institutional Systems & Information Technology (Marquez)-report submitted as written
Information Systems Instructional Technology (ISIT) Report: February 14, 2018
 Prepared by Richard Marquez, ISIT Co-chair (Todd Coston, Administrative Co-chair)

The first ISIT meeting of the semester was held on Monday, February 5, 2018. The following subjects were covered.

Strategic Directions:

Krista Moreland delivered a presentation on Strategic Directions to the ISIT. Each committee member was given an opportunity to participate in the development of new strategic directions for our new document.

OEI:

A committee is currently working on our application to be part of the California Community College Online Education Initiative. Dean Bill Moseley is heading this committee.

Canvas/eLumen

Training is ongoing for Canvas. eLumen training is being developed, so stay tuned for announcements.

District-wide IT Committee:

The first meeting of this district-wide committee was scheduled for later this month. However, due to a personal emergency the meeting will be postponed until March. Todd Coston, Zav Dadabhoy, and Richard Marquez are the BC representatives on this committee. The purpose of this committee is to decide how to best allocate district resources on technology upgrades and installations within the district.

Accessibility Presentation:

As part of the ISIT committee's commitment to accessibility, Aricia Leighton, our web content editor, was invited to help the committee members understand what makes a document accessible to disabled students. As a committee, we have committed to inviting DSPS representatives to help educate all of us on student needs; this includes various presentations during our ISIT meetings.

The next ISIT meeting is scheduled for Monday, March 5, 2018 in the Collins Conference Center.

Marquez announced the first **District-wide IT Governance Committee** is scheduled for February 22.

Professional Development (Giertz)

--TABLED 3/7

Program Review (Nickell)

--TABLED 3/7

Officer Reports

Vice President (Diaz)

No report

Treasurer (Kim)

No report.

- Visit the [Academic Senate](#) website for information on donations and fundraisers.

Secretary (Garrett)

No report.

Meeting highlights are emailed to all faculty following the meeting.

ASCCC Representative (Rosenthal)

No report

Community College Association Representative (Greenwood)

No report

Student Government Activities (Romo/Salcido)-report submitted as written

Nominate a student renegade or a registered student organization for the **2017 Student Leadership and Involvement Awards:**

<http://www.bakersfieldcollege.edu/osl/awards>

- *President's Leader of the Year Award*
- *Service Award*
- *Renegade Spirit Award (2)*
- *Most Valuable Renegade Award (2)*
- *Student Employee of the Year Award (2)*
- *Samuel W. McCall Outstanding Professor of the Year Award*
- *Renegade Spirit Award*
- *Event of the Year Award*
- *Student Organization of the Year Award*
- *Outstanding Student Organization Advisor(s)*

Distinguished Speaker: Dr. Lydia Otero

Mexican American Women and Historical Preservation

Thursday, March 22, 2018 at 6 p.m.

Fireside Room, Campus Center

Spring Fling Easel Event

You are invited to participate in another BC Easel Event during Spring Fling Week focusing on Women's History Month! We will be painting Frida Kahlo.

BC brings the magic colors, shapes, and creativity to Bakersfield College. In collaboration with Brush & Blush Easel Events, join the Office of Student Life for a night of music, fun, creativity, and most importantly creating a painting masterpiece.

Elections deadline is Friday at noon. Most positions are paid positions, include a private office and computer.

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

VII. FACULTY APPOINTMENTS

Standing Committee Appointments

PROGRAM REVIEW
Vayron Martinez (Health & PE)

M/S/C: K. Rigby motioned to approve the faculty appointments, M. Garrett seconded, motion carried.

SCHOLARSHIP
David Besst (English)
Alexandra Dallara (Biology)
Brynn Schock (Counselor)
Richard Bolar (Social Science)
Misty Stowers (Social Science)
Denise Mitchell (English)
Kendall Moya (Philosophy)
Timothy Plett (Physical Science)
Silvet Holcomb (Adjunct)
Alicia Skipper (English)

M/S/C: K. Rigby motioned to approve the faculty appointments, M. Garrett seconded, motion carried.

Screening Committee Appointments

Academic Development Senator Representative

Tim Bohan, to complete the current term, *expires Spring 2019*

M/S/C: G. Samples motioned to approve the faculty appointment, B. Kelly seconded, motion carried.

History Instructor

Corny Rodriguez (Dean)

Jason Stratton (DC)

Erin Miller (Faculty)

Ishmael Kimbrough (Faculty)

Maritza Salgueiro-Carlisle (External Faculty)

M/S/C: K. Rigby motioned to approve the faculty appointments, M. Garrett seconded; motion carried.

VIII. UNFINISHED BUSINESS

a. Resolution: Online Education Initiative (Holmes)- ACTION

Description: Resolution to join the statewide OEI. Application submitted for a second time.

➤ Visit the [Academic Senate](#) website to view the full version of the OEI.

M/S/C: K. Rigby motioned to approve the Resolution, M. Garrett seconded, motion carried.

b. Facilities Master Plan (Holmes)- **ACTION**

Description: Visit the [Academic Senate](#) website to view the version of the FMP.

M/S: D. Kimball motioned to approve the FMP, R. Martinez seconded.

Discussion: IT (EIT) raised concerns that the FMP does not reflect promises made to improve this area.

Vote: 1(one) ayes/yes, remainder nays/no, 0 abstentions; motion rejected.

M/S/C: K. Rigby motioned to TABLE in order to draft a friendly amendment, P. Whitney seconded, motion carried.

c. California Guided Pathways Award (Wojtysiak)- **ACTION**

Description: CCCGP Action Plan- Implementation timeline, Allocation summary.

➤ *Visit the [Academic Senate](#) website to view the full version of the CCC GP documents.*

M/S/C: K. Klopstien motioned to approve the CCCGP, B. Kelly seconded, motion carried.

d. Admin Structure Proposal (Holmes)

Description: The Admin Structure Task Force provides an annual review and makes recommendations.

--TABLED

New state proposed budget introduces a new funding model, in which the District could lose \$5 million (BC to lose \$3.8 million) and we should be more conservative in our administration hiring.

Proposed new **Statewide Funding Model:**

1. Enrollment 50%
2. Diversity 25%
3. Student Success 25%

➤ *Visit the [Academic Senate](#) website to view the power point presentation to College Council.*

e. Bookstore Committee (Holmes)

Description: committee & charge to be established in order to address faculty concerns with the Barnes & Noble Bookstore.

--No update

f. Constitution & Bylaws (Holmes)

Description: Review and update the C's&B's periodically.

--No update

g. 2017-18 Faculty Retirees (Holmes)

Description: faculty retiree \$100 gift.

--TABLED

A complete list of retirees to follow (approximately 8)

Discussion: disbursement to longtime faculty who retire from an administrative position.

h. Senate Strategic Directions (Wojtysiak/Holmes)

Description: the 2018 SD report out is due 4/2 and the new SD report is due 3/2.

➤ Visit the [Academic Senate](#) website to view the full version of the SD documents.
Holmes, Wojtysiak, Perry to update strategic directions 2/22.

i. Workgroup for Advancement of Regional Baccalaureate Attainment (Garrett)

Description: WARBA is a 4-year pathway mapping progress.

WARBA update:

Last week faculty from BC and CSUB met for our second such meeting to iron out 4-year maps lay out a semester-by-semester pathway to both an Associate's Degree for Transfer at BC and a four-year degree at CSUB. Our goal is to include these pathways in the next college catalog.

Each pathway is designed to navigate the broadest path possible while still fulfilling all necessary requirements and supporting CSUB's requests to ease the transition to that institution. Whenever possible, entire categories are listed rather than individual classes. However, in some instances (such as major core requirements) individual classes are individually identified.

In preparing these semester-by-semester pathways, the committee has placed a priority on those degrees that graduate the most students. At this moment, faculty have submitted the following pathways that need only undergo a final review:

Biology

Business Admin

Economics

Early Childhood Education

English

History

Music

Philosophy

Physics

Psychology

Sociology

Studio Arts

Theater Arts

WARBA is now conducting a final review of these 4-year pathways to ensure conformity in style, appearance and language. We hope to submit the finalized documents to department chairs for a final approval by the close of February in order to meet the catalog submission deadline in early March.

Additionally, WARBA is working with discipline faculty on each of the following degree pathways, (and we hope to have some of them completed for the catalog as well):

Administration of Justice

Anthropology

Communications#

*Computer Science**

Elementary Education

Engineering

Journalism

Kinesiology

Political Science

**CSUB's Computer Science will not declare similarity to BC's Computer Science degree, however, we have a mutual understanding that the coursework is nearly identical and that our computer science students will enjoy a seamless transfer.*

#BC's Communication ADT continues to face opposition at CSUB and so our students in that major do not yet have a clear path to a baccalaureate degree in communication at CSUB (though they may continue into CSUB's journalism degree). We continue to work toward a resolution of that problem.

Last, BC is nearing the completion of a search for a Director of Transfers position who will contribute much to this effort.

IX. NEW BUSINESS

a. Margaret Levinson Award Fund (Holmes)

Description: Levinson endowment allows 5% to be utilized, yet it is only earning at 4%. Over the past several years, the Senate has supplemented the account to cover the award costs. A vote will take place to approve the subsidizing of the account in the amount of \$300.00.

This will be a voting item at the next Senate meeting.

X FUTURE EVENTS

Faculty award nominations	2/23
Board of Trustees Meeting	3/8
Spring Recess	Week of March 26th
Accreditation Inst.	2/22-24
Area A Meeting	3/23
Spring Plenary	4/12-14
Leadership Inst.	6/14-16
Curriculum Inst.	7/11-14

➤ **View the Statewide Academic Senate (ASCCC) <http://www.asccc.org>**

XI ADJOURNMENT

The meeting was adjourned at 5:03 p.m.

Digitally signed by T.Perry

Meeting minutes recorded by T. Perry