

ACADEMIC SENATE of BAKERSFIELD COLLEGE

February 7, 2018 – 3:30 p.m.

Collins Conference Center

UNAPPROVED MINUTES

PRESENT: K. Amin, C. Dean, V. Diaz (EB), M. Fredenberg, M. Garrett (EB), J. Giertz (EB), R. Grays, L. Harding (EB), D. Hoffman (EB), S. Holmes (EB), S. Johnson, M. Jones, B. Kelly, C. Kim (EB), D. Kimball, K. Klopstein, A. Loken, T. McAllister (EB) (+ proxy for T.Bohan), S. McQuerrey, E. Menchaca (EB), C. Newton, K. Nickell (EB), L. Peet, K. Rigby, G. Romo (SGA), D. Rosenthal (EB), L. Salcido (SGA), G. Samples, N. Stanifer, R. Williams, J. Wojtysiak (EB)

ABSENT: G. Anderson, S. Baron, T. Bohan (proxy), B. Braid, D. Koeth (EB), R. Marquez (EB), J. Huston, Q. Jimenez, J. Johnson (EB), I. Kimbrough, R. Martinez, M. Ocean (EB), P. Whitney

GUEST: Don Chrusciel, Todd Coston, Chief Counts

I. CALL TO ORDER

The meeting was called to order at 3:36p.m.

II. GOOD, WELFARE AND CONCERNS

There were no good/welfare items.

III. OPPORTUNITY TO ADDRESS THE SENATE

➤ **2/21 (ISS) Institutional Set Standards (Fulks)**

A. BC Facilities Master Plan (FMP)

Don Chrusciel, VP of Finance & Administration and Todd Coston, Director of Information Services were present to share the FMP highlights:

- The Panorama Campus was established in 1954
- 154 acres, 37 buildings, 700,000 square feet of space, satellite campuses in Delano, Weill and Southwest
- Project Schedule 2017-2027
- Investment- optimizing our community investment
- First projects:
 - 1) New Veterans Resource Center
 - 2) ABC Building/Campus Center renovation
 - 3) Memorial Stadium renovation
 - 4) New S&E building
 - 5) New gym
 - 6) New Arvin Center

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

B. Campus Safety

Chief Counts, Director of Department of Public Safety shared a power point presentation on the BC DPS Current Operations. Highlights:

- 2010 org chart, current org chart, proposed org chart

- Campuses Public Safety serves: Panorama, Weill, Delano, RFK, BC Southwest
- Officer Assignments for all locations totals 50 employees
- Services provided: patrol operations, parking services-enforcement/citation review/appeal process, traffic control, administrative operations, DSPS cart service, special events, training for emergency responder/active shooter/RAD/first aid/CPR and AED
- Active Shooter training video:
<https://www.bakersfieldcollege.edu/public-safety/active-shooter>

Chief ended his presentation with remember if you ***“See something, say something”!***

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

IV. ADDITIONS TO THE AGENDA

There were no additions to the agenda.

V. REVIEW AND APPROVE THE MINUTES

Minutes of January 24, 2018

M/S/C: K. Rigby motioned to approve the minutes, N. Stanifer seconded, motion carried.

VI REPORTS

President’s Report

BOT (2/8)

- Agenda lists a mid-year increase
- Banner consulting not previously mentioned is now listed on the agenda

Allied Heath/EIT

- Reorganizations are moving forward.
- Department Chair for new areas will be established
- Director of Rad Tech is under review

OEI Implementation Team

- Team has met, a resolution was developed and will be shared with Senate via list serv
- FIRST READ is scheduled for 2/21

BP Revisions- no update

C’s & B’s

- List under New Business

Dual Enrollment

- CCA is reviewing the question regarding dual enrollment classes counting toward the total FTEF and if this is used in determining Dept. Chair release time

Emeritus Status

- Will now be granted on a regular basis

OER

- Liz Rozell and Nan Gomez-Heitzeberg will be reaching out to Dept. Chairs to determine if resources are being utilized; deadline 3/5

FCDC (2/9)

- Agenda item-processes of scheduling and meeting needs of rural communities

Committee Reports:**(AIQ)ACCREDITATION & INSTITUTIONAL QUALITY** (Wojtysiak)

- *TABLED 3/7*

Visit the [Academic Senate](#) website to view the **2018 Spring Major Initiatives**

ASSESSMENT (Hoffman)- *report submitted as written****Assessment Committee monthly (February) report to Academic Senate 2/7/18 by Di Hoffman (faculty chair)***

Committee met on 1/24/18:

- *16-17 SLO Assessment data – ALMOST 100% (97.9); 100% of SLOs have plan for assessment*
- *ILO examples on website*
- *eLumen – status – all 17-18 courses, programs in; working on confirming all mappings, sequencing correct*
 - *eLumen will replace excel forms for data entry of SLO assessments*
 - *be on look out for verification emails regarding SLO to PLO and SLO to ILO mappings*
 - *Workshops in April/May for curriculum and assessment – GoLive 4/1/18*
- *IEPI update*
 - *Have 8 Assessment ACEs working on:*
 - *eLumen implementation – setting up, workshops*
 - *Website revamp*
 - *Canvas workshops on assessment*
 - *Workshops on assessment*
 - *Additional work:*
 - *Assessment Handbook*
 - *eLumen handbook, videos*
 - *Process for assessment data collection moving forward*
 - *Sharing of best practices*

BUDGET (McAllister)

Holmes reported the Budget committee met with the primary focus on reserves and what structure should be in place in terms of the district, college or shared responsibility.

CURRICULUM (Johnson/Menchaca)

- *TABLED 2/21*

(EMC) ENROLLMENT MANAGEMENT (Koeth)

- *TABLED 2/21*

(EODAC) EQUAL OPPORTUNITY & ADVISORY COUNCIL (Ocean)- report submitted as written

To: Faculty Senate

From: Mia Ocean, EODAC Faculty Chair

Date: February 6, 2018

Subject: EODAC Report

The EODAC is currently conducting a review of existing policies and procedures related to equity, discrimination, and sexual harassment. We are focusing on the three major states in the employment process including: applicant, hiring, and employment. The EODAC has approved a list of questions and documents (see EODAC Questions and Document Requests attachment) to submit to Vice Chancellor Davis. Once we have compiled pertinent information, we will conduct a policy and procedural analysis, to develop an action plan addressing areas of concern.

Additionally, at the District level they are moving towards finalizing the EEO Plan. They are hopeful to have a final draft by the end of February. EODAC advocated for the final draft to be routed through the appropriate college channels of shared governance, including Faculty Senate.

EODAC is always open to feedback and suggestions. Please let me know if there are additional areas of concern or items you would like us to consider reviewing for the future.

EODAC Questions and Document Requests

Applicant Stage

1. Where can the public find information about candidate pools for the hiring process for each academic year/specific positions?
2. Does the district have any sort of documentation about the diversity of our candidate pools, if so where is that information and is it publicly available?
3. Specifically, what data is requested of applicants? How is this data used?
4. Are we in compliance with 5 CCR § 53023 Applicant Pool Review?
5. How is the diversity statement to include in advertisements decided? Is our current one reflective of the committee, EEO Plan, etc?

Hiring Stage

6. Is there documentation or written explanations as to how effectively hiring committees, or divisions, deans, etc., are actually implementing the district EEO plan in their hiring practices? If so, are those documents publicly available?
7. How do we determine the members of search committees? Are we compliant with 5 CCR § 53024(e)?
8. To what extent are hiring committees given diversity training in alignment with the EEO plan? How is the district ensuring that various faculty and staff hiring committees are receiving training? Is there funding for such training? Is there a record of evidence to show what departments/divisions, etc., are receiving this training?

9. How are interview questions determined?

Employment Stage

10. Is there a written statement that reflects the institution's efforts to create a diverse faculty and staff in accordance with the EEO plan vis-a-vis the actual demographics of our faculty and staff? How is progress measured in terms of implementing the EEO plan?

11. What EEO paperwork is currently requested successful candidates? Where is this data stored? How is it used?

12. Per 5 CCR § 53004, persons with disabilities are a monitored group. Where are the percentage comparison data employees:students for this group?

13. Why do the discrimination statements and protected classes differ in college and district documents? Should these all be uniform? How are these determined?

14. What is the policy and procedure for filling a complaint based on a protected class? How is the process publicized? What are the policy and procedures for the subsequent investigation? Do our deadlines align with federal oversight agencies? Are we compliant with 5 CCR § 53026 Complaints?

15. What is the policy and procedure for filling a sexual harassment complaint? How is the process publicized? What are the policy and procedures for the subsequent investigation? Do our deadlines align with federal oversight agencies? Are we compliant with 5 CCR § 53026 Complaints?

16. Who is the ADA Coordinator?

17. Do we have accessible forms to request accommodations and file a complaint based on disability?

(ISIT) INFORMATIONAL SERVICES INSTRUCTIONAL TECHNOLOGY (Marquez)

- TABLED 2/21

(PDC) PROFESSIONAL DEVELOPMENT (Giertz)

- TABLED 3/7

(PRC) PROGRAM REVIEW (Nickell)

- TABLED 3/7

Officer Reports:

VICE PRESIDENT (Diaz)

No report

TREASURER (Kim)-report submitted as written

2017-18 Academic Senate Treasurer Mid-Year Report

2/7/18

BC Academic Senate/Retd. Studt. Account (F3200.5101)	\$12,720.16
NEW BC Academic Senate (#F3300 0210)	\$22,020.19
M. Levinson Account (#5310) \$16,399.06 but only 5% can be used so,	\$819.95
S. Trembley Account (#5510) \$87,813.47 but only 5% can be used so,	\$4,390.67

9/11/17

BC Academic Senate/Retd. Studt. Account (F3200.5101)	\$9,648.88
NEW BC Academic Senate (#F3300 0210)	\$21,112.31
M. Levinson Account (#5310) \$15,504.63 but only 5% can be used so,	\$775.23
S. Trembley Account (#5510) \$84,200.81 but only 5% can be used so,	\$4,210.04

Foundation Account Summary*Senate: Retiree/Student Scholarship (5101)*

- Retirees: \$100 each x8=\$800.00 (\$1,300 last year)
- Scholarships: \$400 each x2=\$800.00 (last year)
- Shirt Fundraiser: 85 shirts sold/\$1,140.00 raised (net)
- #42 members donating (#7 last year)

Margaret Levinson

- #9 members donating (#4 last year)
-
-

Senate Banner FOAPAL

<i>Supplies 4313</i>	<i>Budgeted</i>	\$100.00
	<i>Actual</i>	\$85.79
	<i>Available</i>	\$14.21
<i>Travel 5220</i>	<i>Budgeted</i>	\$2,500.00 + *\$6,500.00
	<i>Actual</i>	\$8797.84
	<i>Available</i>	-\$202.16
		<i>*President's Office transfers funds to cover travel</i>
<i>Food/Meetings 5230</i>	<i>Budgeted</i>	\$150.00
	<i>Actual</i>	\$84.46
	<i>Available</i>	\$65.54
<i>Institutional Dues 5300</i>	<i>Budgeted</i>	\$4,000.00 + *\$722.00
	<i>Actual</i>	\$4721.64
	<i>Available</i>	\$0.36
		<i>*Transfer from reserves</i>

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

SECRETARY (Garrett)

Meeting summaries are emailed to faculty after each meeting.

(ASCCC)ACADEMIC SENATE CALIFORNIA COMMUNITY COLLEGE (Rosenthal)

No report

(CCA)COMMUNITY COLLEGE ASSOCIATION (Greenwood)-report submitted as written
February 3, 2018

Dear Faculty,

On Friday, CCA and district negotiators met with Bridgette Bodine, an Interest-Based Bargaining facilitator, to discuss CCA's demand to bargain the creation of prison-only faculty positions. As you may recall, in September 2017, we demanded that district and college officials cease and desist the creation of KCCD faculty positions that would be hired and assigned solely to teach in prisons or correctional facilities (see attached September letter). Hiring faculty contingent upon working in prison violates the board-approved 2017-2020 faculty contract, which includes the 2017-18 Prison Memorandum of Understanding, that states:

"No KCCD faculty member will be involuntarily assigned to teach or to provide non-instructional services in a prison or correctional facility in 2017-18."

CCA demanded to bargain the creation of KCCD prison-only faculty positions since teaching in prison represents a significant change in working conditions. We also filed grievances against Bakersfield College and KCCD for offering prison-only positions to new faculty hires since this eliminated their contractual right to choose whether or not to teach in prison on a voluntary basis.

CCA also demanded that KCCD and its college officials cease and desist the creation of KCCD faculty positions that would be hired and assigned solely to teach in high schools as dual enrollment instructors since teaching in high schools also represents a significant change in working conditions. Hiring faculty contingent upon working in high schools violates the board-approved 2017-2020 faculty contract, which includes the KCCD CCA 2017-18 Memorandum of Understanding, that states:

"The district and CCA recommend the establishment of a district-wide dual-enrollment task force to assess the hiring, retention, and evaluation of qualified dual enrollment instructors. This task force also should assess the additional workload created for department/divisions as a result of dual enrollment classes. The task force will make recommendations by the end of the 2017-18 year, and CCA and the District agree to consider these findings during negotiations for the next contract."

On Friday, both teams felt we made progress during this initial meeting. Our next meeting is Feb. 9. We will update you as negotiations continue.

Sincerely,

Tom Greenwood, KCCD CCA President & Chief Negotiator Bakersfield College,

Kathy Freeman, KCCD CCA Vice President, Bakersfield College

Ann Marie Wagstaff, Negotiator, Porterville College

Matt Crow, Negotiator, Cerro Coso Community College

Jose Martin, KCCD CCA Adjunct Negotiator, Porterville College

(BCSGA)STUDENT GOVERNMENT ACTIVITIES (Romo/Salcido)

The following executive officers are paid positions:

1. President
2. VP
3. Finance Director
4. Leg Director
5. Leg Manager
6. StudOrg Director
7. SOF Manager
8. PR
9. Activities Director
10. Activities Manager
11. Parliamentarian

[DISCUSSION DRAFT]

93rd SESSION

2017-2018

SENATE RESOLUTION

FACULTY AND STAFF PROFESSIONAL DEVELOPMENT

JANUARY 16, 2017

SUBMITTED BY SENATOR **JAMES TOMPKINS** TO THE **BCSGA SENATE**

A RESOLUTION

Faculty and Staff Professional Development

Whereas the association of the BCSGA was “established in order to ensure fair and equal treatment for all students”; (BCSGA constitution)

Whereas, it is the mission of BCSGA “to be the official voice for the students at Bakersfield College and to ensure a supportive educational environment while promoting unity and cooperation”; (BCSGA constitution)

~~*Whereas, it is the mission of Bakersfield College Programs “that all students have should have the opportunity to experience the college environment in a non-threatening way so that they may discover their own pathway to success and a better future for themselves”; (programs Mission statement)*~~

Whereas, it is the mission of Bakersfield College to provide opportunities for students from diverse economic, cultural, and educational backgrounds; (Bakersfield College mission statement)

Whereas, it is the vision of Bakersfield College to earn the trust of the community and that the values of Bakersfield College will be evident in everything they do. (College Council vision statement)

Whereas, during a training given to BCSGA by a representative of campus security the representative referred to a Bakersfield College student as a “typical homeboy” when describing an encounter. Implying that students having a certain appearance are assumed to be involved in negative behavior;

Whereas, profiling and negative stereotyping are a systemic issue that tears down trust between community members, students, and Bakersfield College and goes against the mission of Bakersfield College;

Whereas, Ethics training can work to eliminate the practice of stereotyping and negative profiling by educating people on the effect it has on the community and highlighting the narrow mindedness of people that participate in perpetuating the practice while allowing them to evolve past it;

Be it resolved by the Senate of the Bakersfield College Student Government Association,

a) That all campus security officers enroll in and complete a comprehensive ethics course;

Be it further resolved by the Senate,

a) that the above mentioned ethics course include micro and macro aggression, negative effects of profiling, and intrapersonal communication skills;

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

VII. FACULTY APPOINTMENTS

a. Standing Committee Appointments-

ASSESSMENT COMMITTEE
Pam Davis, Foreign Language/ASL (to replace Janice Green)
AIQ COMMITTEE
Diana Cason, AC Dev (to replace Jennifer Rachel)
FACILITIES & SUSTAINABILITY COMMITTEE
John "Reggie" Bolton, Health & PE
EODAC
Oliver Rosales, Social Science (to replace Karimeh Amin)
Paula Parks, English (to replace Isaac Sanchez)

M/S/C: N. Stanifer motioned to approve the faculty appointments, S. McQuerrey seconded, motion carried.

b. Screening Committee Appointments-

Communication & Community Relations Director

Todd Coston

Kristin Rabe

Monika Scott

Abel Guzman

Neeley Hatridge (Faculty)

M/S/C: N. Stanifer motioned to approve the faculty appointment, S. McQuerrey seconded, motion carried.

Engineering Instructor

Jason Dixon (Dean)

Klint Rigby (Interim DC)

Patrick Aderhold (Faculty)

Travis Steele (Faculty)

Nancy Perkins (External Faculty)

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

VIII. UNFINISHED BUSINESS

a. **AS Resolution No. 2: New Faculty Responsibilities** (Giertz)

Description: resolution regarding non-tenured faculty and their primary focus on classroom obligations.

ACTION ITEM

M/S/C: N. Stanifer motioned to approve the resolution, K. Klopstein seconded, motion carried.

Visit the [Academic Senate](#) website to view the full version of the resolution. Holmes will present the resolution at College Council.

b. **Bookstore Committee** (Holmes)

Description: committee to be developed to address faculty concerns regarding the Barnes & Noble Bookstore.

Holmes is working on a committee charge and then will send a call for faculty to serve. If anyone has any questions or concerns, they are asked to reach out to Tom Moran or Steven Tavoni; Don Chrusciel, VP of Finance & Administration is overseeing the bookstore issues.

IX. NEW BUSINESS

a. **(FMP) Facilities Master Plan** (Holmes)

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

See details of FMP under Opportunity to Address
FIRST READ-this will be a voting item at the next meeting.

b. **(CAGP) California Guided Pathways Application Award** (Wojtysiak)

Description: CCCGP Action Plan- Implementation timeline, Allocation summary. Visit the [Academic Senate](#) website to view the full version of the CCC GP documents.

FIRST READ-this will be a voting item at the next meeting.

c. **Admin Structure** (Holmes)

Description: The Admin Structure Task Force provides an annual review and makes recommendations. Visit the [Academic Senate](#) website to view the power point presentation to College Council.

FIRST READ- This will be a voting item at next meeting.

Holmes shared highlights of additional Department of Public Safety management support and an Energy Management position. A new statewide funding model that will be implemented that consists of 3 components: FTES (50%), Student Success, Diversity.

d. **2017-18 Faculty Retirees** (Holmes)

Description: the full list of faculty retirees will be forthcoming.

This is an informational item, but will be a voting item once the list is finalized.

e. **Strategic Directions** (Holmes)

Description: the annual SD reports are due 4/2/18. Visit the [Academic Senate](#) website to view the full version of the SD documents.

X ANNOUNCEMENTS

Campus Closed: 2/16, 2/19

Spring Recess: Week of March 26th

Visit the Statewide Academic Senate (ASCCC) <http://www.asccc.org> for information on events and award deadlines.

- NBFFF Award deadline 2/1
- Stanback-Stroud Diversity Award 2/5
- Accreditation Inst: 2/22-24
- Area A Meeting: 3/23
- Spring Plenary: 4/12-14

XI ADJOURNMENT

The meeting was adjourned at 4:50 p.m.

Digitally signed by T.Perry

Meeting minutes recorded by T. Perry