

ACADEMIC SENATE of BAKERSFIELD COLLEGE

March 27, 2019

Library 149-3:30 p.m.

APPROVED MINUTES

MEMBERS:

President	Steven Holmes	Present	Behavioral Sc./CJ	Karimeh Amin	Absent
Vice President	Victor Diaz	Present	Biology	Chad Newton	Absent
Secretary	Matt Garrett	Present	Business Mgmt.&Tech.	Phil Whitney	Present
Treasurer	Charles Kim	Absent	Communication	Angela Bono	Absent
ASCCC Rep	Deborah Rosenthal	Present	Engineering Systems	Maryam Jalaifarhani	Present
Member-Lrg.	Lisa Harding	Present	English	Jennifer Jett	Absent
AIQ Chair	Jessica Wojtysiak	Present	English	Laura Peet + proxy	Present
ACOMM Chair	Brent Wilson	Present	Education	Michelle Hart	Present
BADV Chair	Michael McNellis	Absent	EMLS	Jeannie Parent	Absent
BCOMM Chair	Teresa McAllister	Present	FACE	Gayla Anderson	Absent
CCOMM Chair	Jennifer Johnson	Absent	Foreign Lang/ASL	Qui Jimenez	Absent
CCOMM Chair	Erica Menchaca	Present	Health/PE	Carl Dean	Present
EMC Chair	Krista Moreland	Absent	Industrial Tech	Ron Grays	Present
EODAC Chair	Bryan Hirayama	Absent	Library/Academic Tech.	Matt Jones	Present
EQ Chair	Michael Ivey	Absent	Math	Kris Toler	Absent
FSC Chair	Pam Kelley	Absent	Math	Kurt Klopstein	Absent
ISIT Chair	Pam Boyles	Absent	Nursing	Shae Flores	Absent
PDC Chair	John Giertz	Absent	Nursing	Alisha Loken + proxy	Present
PRC Chair	Kim Nickell	Present	Performing Arts	Robby Martinez	Absent
SC Chair	Rebecca Monks	Absent	Philosophy	Reggie Williams-Proxy:Bryan Russell	Present
SGA Officer	Bishop/Pulido	Absent	Physical Science	Nick Strobel	Present
Adjunct Rep	Glen Samples	Absent	Physical Science	VACANCY	
Agriculture	Bill Kelly	Present	Social Science	Alan Bolar	Present
Allied Health	Heather Shaftstall+proxy	Present	Student Services	Kerri Kennedy	Present
Art	Jeff Huston	Present	Student Services	VACANCY	
Behavioral Sc/CJ	VACANCY				

GUESTS:

William "Bill" Potter, Director of Maintenance & Operations and FSC Co-Chair
Todd Coston, Director of Instructional Technology and Admin Task Force Chair
Jason Stratton, Department Chair, Social Science and Admin Task Force member

CALL TO ORDER

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

GOOD, WELFARE AND CONCERNS

- Coach Brent Damron is home from the hospital
- Kenward Vaughn's sister-in-law passed away

OPPORTUNITY TO ADDRESS THE SENATE

Measure J and Facilities & Sustainability Committee Update (Bill Potter)

Visit the [Academic Senate Committee website](#) to view the full version of the **Measure J Update presentation**.

Presentation highlights:

Current Projects-

- Wireless Infrastructure to completed March 2019
- Vernon Valenzuela Veteran's Resource Center to be completed December 2019
- Campus Center to be completed November 2020
- Stadium Phase I April 2019-August 2019, Phase II January 2020-August 2020
- Note: Commencement will take place in stadium, as the remaining construction will be located on the opposite side of event.
- Scheduled Construction-
- S&E Building to start December 2019
- Gym to start May 2020 (15-year process)

Other Projects-

- Parking lots completed
- Campus signage to start March 2019
- Swing Space
- Arvin Campus to start September 2020
- New surface Parking Lot & Entrance to Campus to start November 2020
- Campus Center Annex to start November 2020
- Welcome Center to start March 2021
- MPR to roll out a new logo and marketing plans
 - **Potter to follow up with AS on MPR update*

Senate had questions about the ABC building plans and location for Senate office. Potter explained the building will have three floors- Cafeteria will be a food court, conference center will accommodate 500, 4 additional conference/meeting rooms.

- **Potter to follow up with Senate on office status*

Senate questioned the status of the emergency alert system. Potter explained the Broadcast system was a district project and is not moving forward. Our current emergency management system back up controllers have been upgraded and have a five minute lag time. This system is in need of new phones to accommodate for the response to be instantaneous.

Senate questioned the recent building lock down. Potter explained this was an M&O error.

Construction update: <https://www.bakersfieldcollege.edu/abetterbc>

FSC: <https://committees.kccd.edu/bc/committee/facilities>

Annual Admin Structure Review (Todd Coston, Jason Stratton, Krista Moreland)

Visit the [Academic Senate Committee website](#) to view the full version of the **Annual Admin Structure Review presentation**.

Highlights:

This is an annual review; the comprehensive review is scheduled every three years.

Membership:

Jennifer Achan, Todd Coston, Brenda Gamlowski, Mike Giacomini, Bernadette Gutierrez, Amber Hroch, Krista Moreland, Billie Jo Rice, Jennifer Serratt, Jason Stratton

Timeline:

- Phase 1 (November –December overview of work plan)
- Phase 2 (December –January college wide discussion)
- Phase 3 (January –February finalize proposal)
- Phase 4 (February – March draft and final proposal)

Proposed changes (new):

- Director, Finance and Contracts (Budget Office)
- Executive Director, College Security and Safety (Public Safety)
- Program Director, BC SW
- Associate Dean, STEM
- Associate Dean, Instruction
- Associate Dean, Instruction
- Program Manager, Operations (FA)
- Program Manager, Co-curricular, Org, Leadership (Student Life)
- Program Manager, (DSPS)
- Program Director, Athletics Facilities

Title Change:

- Director, Facilities, Maintenance to Executive Director, Facilities & Planning and Operations
- Director, Information Technology to Executive Director, Information Technology and Planning
- College Institutional Researcher to Associate Dean, Institutional Effectiveness
- Manager, Human Resources to Director, Human Resources
- CTE Program Director to CTE Director
- Director, Outreach to Program Director, HS Outreach
- Director, Student Life to Executive Director, Student Life
- Director, EOPS to Executive Director, Categorical Programs
- Director, Athletics to Dean, Athletics and Kinesiology
- Assistant Director, Athletics to Associate Dean, Athletics and Kinesiology

Budget Impact (50% Law):

Implementing all new positions would allow BC to maintain 62% and implementing all title changes decreases the calculation by 0.02%

In summary, the Task Force recommends of ten new positions and eleven title changes.

New positions and title changes were proposed; committee ranked the recommendations. Associate Deans are recommend as a way to help distribute workload.

Coston explained an example justification for positions. By August 15, we will be using portables at the CSUB campus, which will increase us from 9 to 19 classrooms. After the new building is built, we will be up to 30 classrooms. Coston explained the District is looking at changing the Institutional Effectiveness title district-wide.

Job descriptions are located on the KCCD website.

The Senate asked for justification for the Director of Finance and Contracts. Coston explained the District is moving the contract review responsibility to the BC campus, which is a substantial workload increase as well as accountability. There are other additional budget related responsibilities placed onto the BC team that Mike Giacomini would be able to address.

**Coston to provide additional justification to Senate*

In regards to new positions, the Senate previously voiced concerns regarding adding another layer of management for faculty. Senate also recommends Director of Athletics instead of Associate Dean.

Holmes informed the Senate that our deans workload is similar to VP's at our sister colleges. The bottleneck is occurring between VP and the Dean level. The amount of far exceeds anything we have experienced in the previous decade. His recommendation to have a Senior Dean or Assistant VP as researched this title at other similar institutions.

ADDITIONS TO THE AGENDA

There were no additions to the agenda.

CONSENT ITEMS (*One agenda item* approvable in one action; for the purpose of routine items)

- Minutes-- **TABLED**
- Faculty Appointments
- New Business

MSC: R.Bolar motioned to approve consent items, A.Loken seconded; motion carried.

APPROVAL OF MINUTES

March 13, 2019-- **TABLED**

REPORTS

President's Report

- BC President/AS President
- District Consultation Council (DCC)
- College Council (CC)
- Board of Trustees (BOT)

BC Resolution: Institutional Planning & Budget Development Processes

The BOT and the Chancellor is moving forward with the decision on the district positions (HR and Business Services) without following the appropriate processes that have been established over the years that are in place to ensure the college voices, including the Academic Senate voices are given reasonable consideration. Concerns regarding not adhering to the process have been voiced on numerous occasions, such as twice at District Consultation Council (DCC), District-wide Budget Committee (DWBC), and with the Board of Trustees (BOT) meeting.

A written explanation was requested from the BOT on 3/14/19. This is an effective practice to maintain relations between the senate and administration when "mutually agreed upon" items have been moved forward without agreement of the

senate. Since a response has not been received, a resolution has been drafted and will be given to the BOT.

Next BOT is scheduled for April 11, 1pm at BC Levan Center and all is encouraged to attend.

- District-wide Budget Committee (DWBC)

State Student Center Funding Formula

The state overestimated property taxes and is now cutting education budgets and the “hold harmless” clause in the new funding model is driving the state to pull funds from money in excess of that minimum, which makes BC’s expected \$13 million increase a likely target for reduction.

- Campus Safety

Committee Reports

AIQ(Wojtysiak)

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

ACOMM (Wilson)

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

BADV (McNellis)

Website: <https://committees.kccd.edu/committee/bookstore-advisory-committee>

BCOMM (McAllister)

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

CCOMM(Johnson/Menchaca)

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

The online catalog is in process. Several members are planning to attend the non-credit conference and Curriculum Inst.

EMC(Moreland)

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

EODAC (Hirayama)

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

EQC (Ivey)- *report submitted as written*

Website: <https://committees.kccd.edu/bc/committee/equivalency>

EQUIVALENCY COMMITTEE

Report to Academic Senate 3/27/19 by Michael Ivey

2017-18

32	<i>Equivalency applications reviewed</i>
13	<i>On hold</i>
6	<i>Approved</i>

13	Denied
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2018-19

12	Equivalency applications reviewed
0	On hold
3	Approved
9	Denied

Membership

Liz Rozell, Admin Co-Chair; Michael Ivey, Faculty Co-Chair

Sheena Bhogal, Kimberly Bligh, Don Brady, Pam Kelley, Lora Larkin, Mindy Wilmot, Murad Zikri

Charge

Every district must have an equivalency process. Education code §87359 (b) requires that “[t]he process, as well as criteria, and standards by which the governing board reaches its determination regarding faculty members shall be developed and agreed upon jointly by representatives of the governing board and the academic senate, and approved by the governing board.” While neither the Education code nor title 5 Regulations provide additional guidelines for what constitutes at least equivalent, each district’s governing board, acting on the advice of its academic senate, must establish its standard for equivalency, permitted the standard is not less than qualifications specified on the Disciplines list. Once the local equivalency process has reached a recommendation regarding an individual applicant, Education code §87359(a) requires that the governing board include action on the equivalency as part of its subsequent hiring action.

ISIT (Boyles)-report submitted as written

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

ISIT Report to Academic Senate

March 13, 2019

Pam Boyles, faculty co-chair

Changes to Charge of Committee

At our November 5, 2019, meeting, the committee approved the following changes: Committee charge #3 changed from “Allocate technology resources” to “Prioritize the technology resource requests from Program Review”; and the list of the committee members was changed to reflect change in a job title—from “Innovation Professional Development” (ex-officio) to “Dean of Academic Technology” (ex-officio). The updated Charge for 2018-2019 is provided below.

Charge

1. Recommend campus-wide technology policy and procedures.
2. Determine and monitor campus software and hardware standards.
3. Prioritize the technology resource requests from Program Review.
4. Review all significant technology projects.

5. Determine and monitor procedures for obtaining technology services.
6. Establish a system of communication between users, district and campus technology resources,
and the Academic Senate.
7. Assess how well the implementation of new technology resources support institutional goals
and improve student success.

Accomplishments

Committee members reviewed the ISER notes and were prepared to discuss with visiting accreditation team our role on campus. The IT governance process has been discussed/reviewed. ISIT projects listed on Program Review documents were reviewed and voted on by ISIT members and then prioritized. A new method for sorting ties was created. District Taskforce Advisory Council (DTAC) is launched with ISIT co-chairs Todd and Pam as part of the council. The process for getting IT projects into the queue has been explained and Bakersfield College IT projects requiring district support have been discussed at ISIT meetings, reported at Academic Senate meetings, and taken to DTAC. The Fall Student Technology Survey was administered, and preparation for the spring Faculty Technology Survey has begun. The wifi access-improvement project (Strategic Directions 3.9) for the buildings on Panorama campus has been completed.

The District Office's IT Annual Unit Review was reviewed; ISIT reviewed, discussed, and voted on the DO IT's request for 5 positions and shared the information with Academic Senate.

Ongoing Tasks

We are continuing to provide updates on technology as it pertains to our Southwest Center and relocation of the Southwest campus re: portables and/or new buildings. Updates on Wifi improvement for outside green spaces on the Panorama campus are ongoing. The process for installing/refreshing software in classroom buildings over the summer is being reviewed with a goal of improving our method of soliciting feedback on needed software updates from department chairs. Administer the Faculty Technology Survey in April after spring break.

Information Services & Instructional Technology

Use the following link to review supporting documents

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

Committee Membership

Chairs: Todd Coston, Director, Information Technology; Pam Boyles, English, Faculty Co-Chair; Kristin Rabe, Media Services, Classified Co-Chair

Administration: Terri Goldstein, DSPS; Kalina Hill, Testing and Placement; Stephanie Baltazar, Job Placement; Michael McClenic, Early Alert & Probation; Brett Redd, Technology Support Services; Yvonne Armendariz, Student Services; Daniel Hall, Director, Student Success Technology; Bill Moseley, Dean of Academic Technology (Ex Officio);

Faculty: Tim Bohan, Academic Development; James Selgrath, Agriculture; Ayan Hill, Allied Health; Adel Shafik, Art; Dana Heins-Gelder, Behavioral Sciences/Criminal Justice; Scott Peat, Biological Sciences; Richard Miles, Business Management & Information Technology; John Giertz, Communication; Fabiola Johnson, Counseling; Sarah Villasenor, Counseling; Bonnie Hammond, Engineering Systems; Cynthia Hubble, English; Elizabeth Rodacker, English for

Multilingual Students; Leah Carter, Family & Consumer Education; Linda McLaughlin, Foreign Language/American Sign Language; Matt Moon, Health & Physical Education; Darren Willis, Industrial Technology; Kirk Russell, Library/Instructional Design Technology; Kurt Klopstein, Mathematics; Gabriele Martin, Nursing; Vacant—Performing Arts, Philosophy, Physical Science, Social Science

Classified: Tracy Lovelace; Kristin Rabe; Judy Ahl

Ad hoc: Matt Jones, Academic Technology

Students: Jonathan Maddon, Student Government Association Rep; Ashley Harp, Student Government Association Rep

PDC (Giertz)

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

PRC (Nickell)

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

Officers' Report

Vice President (Diaz)

Treasurer (Kim)-report submitted as written

Kim plans to meet with the award committee chairs and the Foundation office to work together in resolving the concerns.

*BC Academic Senate/Retiree and Student Scholarship Account (F3200.5101) **HAS NO** set balance must keep or in accounting language initial corpus balance can be invaded. This account started with \$2500.00*

*NEW BC Academic Senate (#F3300 0210) **HAS a set balance** it must keep or in accounting language initial corpus balance **CAN NOT** be invaded which was the starting balance of \$13,000.00.*

*M. Levinson Account (#5310) **HAS a set balance** it must keep or in accounting language initial corpus balance **CAN NOT** be invaded which was the starting balance of \$12,000.00*

*S. Trembley Account (#5510) **HAS a set balance** it must keep or in accounting language initial corpus balance **CAN NOT** be invaded which was the starting balance of \$73,148.73*

3/5/19

BC Academic Senate/Retd. Studt. Account (F3200.5101) \$11,881.64

NEW BC Academic Senate (#F3300 0210) \$21,281.02

*M. Levinson Account (#5310) \$15,902.98 but only **5%** can be used so, \$795.15*

*S. Trembley Account (#5510) \$80,324.78 but only **5%** can be used so, \$4,016.34*

Some thought about reducing the 5% usage to 4% on the Levinson and S. Trembley account due to the 6% projected yield on the investments and the 2% annual fee, Quarterly or Annually

Secretary (Garrett)

Meeting summary emailed to faculty following the meeting.

ASCCC Rep (Rosenthal)

Plenary Resolutions are located on the ASCCC website: <https://www.asccc.org/>

CCA (Greenwood)

N/A

BCSGA (Bishop/Pulido)

Student Event's Calendar: <https://www.bakersfieldcollege.edu/studentevents>

FACULTY APPOINTMENTS**Standing Committee Appointments**

Approved by consent

AIQ Committee
Jonathan Brown (Math)

Screening Committee Appointments

Approved by consent

English (Inmate Education)

Andrea Thorson (Administrator)

Jennifer Jett (Department Chair)

Gloria Dumler (Faculty)

Shane Jett (Faculty)

Patricia Smith (External Faculty)

Savanna Andrasian (Faculty)—add 3/27/19

Approved by the Academic Senate Executive Board, 2/20/2019

Approved by the Academic Senate, 2/27/2019

Athletic Training-Classified (10 months)

Sandi Taylor (Administrator)

Mike Medeiros (Classified)

Manny De Los Santos (External Classified)

Carl Ferreira (Faculty)

FACE (Nutrition)

Billie Jo Rice (Administrator)

Jo'L Braden (Department Chair)

Suzanne Tangeman (Faculty)

Leah Carter (Faculty)

Chris McCraw (External Faculty)

To be approved by the Academic Senate, 3/27/2019

UNFINISHED BUSINESS**A. Vision Alignment Project (Wojtysiak)--**ACTION****

Description: BC's Vision Alignment project goals required by the state chancellors office; item due to Board Docs (BOT) by 4/10/2019

MSC: R. Bolar motioned to approve the goals, N. Strobel seconded; motion passed.

B. Senate Constitution & Bylaws (Holmes)--TABLED****

Description: Review and update the C's & B's. The full document is located on the [Academic Senate](#) website.

C. Faculty Retiree Award Criteria (Holmes)- **TABLED**

Description: Establishing criteria for faculty who retire in an administrative position.

NEW BUSINESS**a. BC Senate Resolution: Institutional Planning & Budget Development Processes (Holmes)**

Approved by consent

Go to the [Academic Senate](#) website to view the full version of the resolution.

b. BC 2018-19 Admin Structure Review (Holmes)

Description: Recommendation from the Admin Structure Task Force. Go to the [Academic Senate](#) website to view the full version of the presentation.

c. BC 2018-19 Faculty Retiree Honorarium (Holmes)

Approved by consent

Richard	Darke	Professor, Physics/Engineering	29 years, 8 months	05/11/19
Michael	Einhaus	Professor, Philosophy	20 years, 10 months	06/02/19
Janet	Fulks	Professor, Biology	24 years, 8 months	05/11/19
Patrick	Fulks	Professor, Biology	27 years, 7 months	05/11/19
George	Gentry	Associate Teacher, Child Development Center	7 years, 6 months	02/02/19
Regina	Hukill	Professor, Mathematics	17 years, 11 months	12/14/19
William	Kelly	Professor, Agriculture	37 years, 3 months	05/11/19
Susan	McQuerrey	Professor, English for Multilingual Students	25 years, 10 months	06/30/18
Rebecca	Mooney	Professor, English	29 years, 8 months	05/11/19
Sung Soo	Park	Professor, Engineering	28 years, 4 months	12/31/18
Nancy	Perkins	Professor, Radiologic Technology	39 years, 4 months	12/15/18
Shohreh	Rahman	Counselor, International Student Affairs	33 years, 6 months	05/11/19
Bernard	Scanlon	Professor, Mathematics	24 years, 8 months	05/11/19

12 @ \$100/each=\$1,200.00
F3200.5101

Susan McQuerrey was paid LY

d. BC 2018-19 Senate Scholarship Awards (Holmes)

Approved by consent

The following students were selected for the Academic Senate Scholarship in the amount of \$250 each:

1. Returning: Annabelle Recinos, @00609244 (Engineering major)
2. Transfer: Shelby Perlis, @00622675 (English major – teaching)

ANNOUNCEMENTS

- Spring Plenary- April 11
- BOT @ BC- April 11
- Spring Recess-April 15

ADJOURNMENT

The meeting was adjourned at 5:05 p.m.
Meeting minutes recorded by T. Perry