

## ACADEMIC SENATE of BAKERSFIELD COLLEGE

April 10, 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 Jalaifarahani	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	Absent 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:** Lesley Bonds

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### CALL TO ORDER

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

### GOOD, WELFARE AND CONCERNS

There was no news to share.

### OPPORTUNITY TO ADDRESS THE SENATE

Lesley Bonds, Director of Student Success & Equity presented the *BC Equity Plan*.

## **Bakersfield College Student Equity Plan**

Summary to Campus Governance | April 2019

Prepared by Lesley Bonds, Director of Student Success & Equity

As a condition of funding, EC7822 requires colleges to create a Student Equity Plan. Pursuant to subdivision (d) of Section 78221, must conduct campus-based research for a number of pre-defined categories.

Bakersfield College (BC) submitted a three-year Student Equity Plan in 2015. The California Community College Chancellor's Office (CCCCO) suspended subsequent updates in order to integrate the Student Success & Support Program (SSSP), Basic Skills Initiative (BSI), and Student Equity funds. In 2017, BC submitted an Integrated Plan.

The CCCCCO announced in spring 2019 that all colleges must again submit a 2019-2022 Student Equity Plan with a deadline of June 30, 2019.

### **CCCCO Communication and Process Changes**

**January 11, 2019:** The CCCCCO distributed a PDF template of the Student Equity Plan with instructions and the first set of data. Per the instructions, all colleges would be required to submit their plans via the NOVA platform, to be made available on March 1, 2019. The CCCCCO recommended the college use local data while waiting for DI data to become available in the Student Success Metrics Dashboard at the end of January.

**March 1, 2019:** The CCCCCO announced that individual college data, disaggregated by race was available for download via Data-on-Demand.

**March 15, 2019:** The CCCCCO released a new data file using a different methodology intended to be more sensitive to race/ethnicity equity gaps for large populations (i.e. HSIs). Additionally, the CCCCCO memo discouraged colleges from utilizing the Student Success Metrics dashboard, provided clarification on changes to earlier guidance, and updated the populations to be included in the Student Equity Plan.

**March 28, 2019:** The Chief Student Services Officers drafted an open letter to the Chancellor's Office requesting an extension of the Equity Plan deadline due to changes in guidance, requirements, and lack of consistency of data and the NOVA Platform.

**March 29, 2019:** The CCCCCO contacted Equity Coordinators to share that, as of 3/26/2019, the Student Equity Plan DI data file had been updated, reflecting significant updates and improvements.

**April 5, 2019:** Chancellor Oakley released a memo regarding a process for colleges to request a 90 day extension on the Equity Plan. The Chancellor's Office announced the NOVA Platform is live; however, the system did not become fully functional and ready for content until **April 9, 2019**.

### **Bakersfield College Process**

On March 18-19, a BC team attended the Student Equity Planning Institute at the University of Southern California. Throughout the Institute, the Center for Urban Education, engaged attendees in a review of the data available to them at the time, and discussions around racially conscious equity strategies to address disproportionate impact on college campuses. BC attendees included:

- Sonya Christian, President
- Lesley Bonds, Director of Student Success & Equity
- Steven Watkin, Director of Outreach & Dual Enrollment; African American Initiatives
- Imelda Valdez, Director of EOPS, CARE, and CalWORKS
- Terri Goldstein, Director of Disabled Students Programs and Services
- Lisa Robles, Program Manager – Equity
- Abraham Castillo, Educational Advisor
- David Buitron, Data Analyst

Subsequently and in partnership with the Office of Institutional Effectiveness, the team reviewed

the new data file, identified the high-priority DI populations based on significance of the DI, number of students affected, and quality of the data for the 2019-22 period. Lesley Bonds, the Director of Student Success & Equity, will route the Plan through the governance process and upload for Board review and approval by the June 30 deadline.

**Equity Plan Outline**

<b>Metric</b>	<b>High Priority DI Population for 2019-2022</b>
<b>Access:</b> Successful Enrollment	<ul style="list-style-type: none"> <li>• African American (men and women)</li> <li>• Foster Youth (men and women)</li> <li>• LGBT (men and women)</li> </ul>
<b>Retention:</b> Fall to Spring	<ul style="list-style-type: none"> <li>• African American (men and women)</li> <li>• LGBT (men and women)</li> <li>• Foster Youth (men and women)</li> </ul>
Completion of <b>Transfer-Level math and English</b>	<ul style="list-style-type: none"> <li>• African American (men and women)</li> <li>• Disabled (men and women)</li> <li>• Foster Youth (women)</li> <li>• <i>Hispanic/Latinx (men and women)*</i></li> </ul>
<b>Completion:</b> Attained the Vision for Success Goal	<ul style="list-style-type: none"> <li>• African American (men and women)</li> <li>• Foster Youth (men and women)</li> <li>• LGBT (men and women)</li> <li>• <i>Hispanic/Latinx (men and women)*</i></li> </ul>
<b>Transfer</b>	<ul style="list-style-type: none"> <li>• Hispanic/Latinx (men)</li> <li>• Disabled (men and women)</li> <li>• Foster Youth (men)</li> </ul>

*\*BC local priority to be defined in “other” category in Equity Plan within NOVA*

**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 (March 13, 2019)*

*Faculty Appointments*

*New Business*

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

**REPORTS**

**President’s Report**

Holmes will be presenting a faculty resolution to insist that the district halt its consideration of several new positions crated without consultation with BC. The board will also recognize retirees. Attendance is encouraged.

There will be a Campus Budget Forum Monday, April 22 at 4pm in the Levan Center.

## **Committee Reports**

### **AIQ**(Wojtysiak)

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

No report.

### **ACOMM**(Wilson)

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

No report.

### **BADV**(McNellis)

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

No report.

### **BCOMM**(McAllister)

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

No report.

### **CCOMM**(Johnson/Menchaca)- *report submitted as written*

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

**Academic Senate - GE Task Force**

### ***Meetings:***

*Tuesday, March 5, 2019 - 3pm – 4pm*

*Tuesday, March 19, 2019 - 3pm – 4pm*

### ***Members in attendance:***

*Billie Jo (as herself and Liz), Jennifer Johnson, Erica Menchaca, Krista Moreland, Mark Osea, Nick Strobel, Michael Korcok, Jonathan Shultz*

### ***Tasks:***

- 1. Review the current procedure for requesting GE consideration.*
- 2. Review the procedure for interdisciplinary discussion during course development.*

### ***Review of the current procedures:***

- Articulation Officer reviews courses before they are placed on 1st agenda and tries to get clarification beforehand.*
- Curriculum Committee GE subteam reviews all courses on 1<sup>st</sup> agenda that are requesting BC GE, CSU GE, and/or IGETC using BC criteria from 2010 and most recent CSU/IGETC guiding notes. Then, the subteam makes recommendations to the Curriculum Committee during 2<sup>nd</sup> agenda. Local BC GE is approved by BOT, CSU GE and IGETC still need to be reviewed by external reviewers.*
- Articulation Officer maintains the records about courses retaining/requesting, which GE areas, recommendations, and notes.*
- Sustainability of expertise of the GE subcommittee is ensured through annual training of Articulation Officer(s) and Curriculum Co-Chairs.*
  - Articulation Officer and Admin Co-Chair yearly training*
  - Curriculum Institute for all Co-Chairs and Articulation Officer(s)*

- *Interdisciplinary consultation should occur when a course may overlap disciplines, not necessarily GE areas. The consultation process does not preclude a course from being voted on by committee.*
- *If concerns arise regarding curriculum appearing on 2<sup>nd</sup> agenda, the involved parties are invited to the curriculum meeting to address the committee.*

**Conclusion:**

- *Committee will continue the current practice of an annual handbook review process which includes the GE subteam descriptions and the interdisciplinary consultation process.*
- *Mark Osea volunteered to do the following:*
  - *Create a checklist for each Area of GE based on current guiding notes and present to Curriculum Committee for review. This would be used by the sub team during the review process.*
  - *Training on GE criteria for all Curriculum Committee members and possibly a flex workshop for all faculty.*

**California Community Colleges Curriculum Committee (5C) and Legislation update**

Legislation Update

*March 12, 2019 was ASCCC Legislation day. The ASCCC Legislative group focused on 3 talking points.*

- 1) Increase diversity of faculty by allocating significant additional funding. The specific request is for \$15M in one time funding to establish a pilot program to 'grow –our-own' future faculty from the ranks of our current students.*
- 2) Since last year's budget included a grant to ASCCC for the creation of an Open Education Resources Initiative (OERI), the current ask is to provide additional funding to support professional development focused on making online courses and materials accessible. It is suggested that since this would include courses in the Online Educational Initiative California Virtual Campus (OEI-CVC), perhaps some of their unspent \$100M could be used for this purpose.*
- 3) The following changes to the Student Centered Funding Formula were recommended.*
  - a. Level the point system for associate degree awards so that all educational goals and achievements of comparable unit value are counted equally*
  - b. Award colleges only one per year per student for the highest award achieved*
  - c. Keep the performance metrics portion set at 10% of the total allocation*

*Lastly, Legislators were thanked for supporting last year's budget which provided permanent funding for C-ID, funding around OER, and monies to increase the ASCC budget.*

*Bills to note:*

- *Financial Aid: SB296, SB 291 (ASCCC supports)*
- *Cal grants: AB244, AB151 (ASCCC supports)*
- *Office of Higher Education Coordination, Accountability, and Performance (CPEC):*

*SB2/SB3- a hot topic (ASCCC supports if amended)*

- *AB 1786: Credit for prior learning: establish an initiative by 3/31/19)*
- *SB 1071 (Roth) California Community Colleges: credit for prior military education policy must be in effect by 9/1/19*

5C update

*Most notably, the Board of Governors approved the changes to Title 5 on 3/18/19. These changes aligned the language from AB705 with Title 5. The group is also working on changes to the CB codes and additional Title 5 changes to reflect the most recent legislation for credit for prior learning.*

*Respectfully submitted,  
Jennifer Johnson  
Faculty, Curriculum Co-  
Chair 5C Committee  
member  
ASCCC Legislative Committee member*

**EMC** (Moreland)

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

No report.

**EODAC** (Hirayama)

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

No report.

**EQC** (Ivey)

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

No report.

**ISIT** (Boyles)

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

No report.

**PDC** (Giertz)

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

No report.

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

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

**April 10, 2019**

*Kim Nickell, Faculty Co-chair*

***Charge 2018-19***

*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 monthly to Academic Senate and annually to College Council and Administrative Council at their last meetings of the calendar year.

#### 2018-19 Goals

- *Align the Program Review questions to ACCJC Standards and Strategic Directions*
- *Fully implement eLumen*
- *Spring Survey*
- *Work toward District Program Review*
- *Align resource requests and prioritization with Mission and Strategic Directions.*

#### Ongoing work for Spring 2019:

- *Steve Waller presented the draft of the administrative unit outcomes at the March 5 PRC meeting. They align with the ILOs and have been vetted by Zav, Liz, EAC, and Admin Council. Measuring these comes from listing and counting the things we've done in these areas. For example, areas can look at how their budgets connect to value per student. It could include how much money they've brought in through grants and other revenue generation. We expect to look at trends more than anything else. Data available for programs will be further enhanced through work with Amber Hroch.*
- *eLumen: we have all questions updated for instructional and non-instructional programs in eLumen for the 2019-20 cycle. The 2019-20 cycle should roll out by the end of April.*
- *Review of CCCCCO Vision for Success: PRC has incorporated the goals of the CCCCCO Vision for Success into its processes.*
- *We've worked with John Means to include tying into resources geared toward the district. The request comes from the District Technology Advisory Committee (DTAC).*

#### **Officers' Report**

##### **Vice President** (Diaz)

No report.

##### **Treasurer** (Kim)

No report.

##### **Secretary** (Garrett)

Meeting summary emailed to faculty following the meeting.

##### **ASCCC Rep** (Rosenthal)

Plenary Resolutions: <https://www.asccc.org/>

##### **CCA** (Greenwood)

No report.

##### **BCSGA** (Bishop/Pulido)

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

## **FACULTY APPOINTMENTS**

### **Standing Committee Appointments**

No appointments to review.

### **Screening Committee Appointments**

#### **2018 Faculty Screening Committee Members for 2019-20 Recruitment**

##### **Culinary Arts**

Billie Jo Rice (Administrator)  
Jo'L Braden (Dept. Chair)  
Suzanne Tangeman (Faculty)  
Alex Gomez (Faculty)  
Cynthia Quintanilla (External Faculty)

##### **Electronics Technology (Rural Initiatives)**

Michele Bresso (Admin)  
Jason Dixon (Department Chair)  
Sean Carras (Faculty)  
Lisa Harding (External Faculty)

***Approved by consent***

## **UNFINISHED BUSINESS**

- A. **BC 2018-19 Administrative Structure Review** (Holmes)--***ACTION***  
*Description: Annual review of Admin Structure; The full document is located on the [Academic Senate](#) website.*  
This item has already approved by College Council.
  
- 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 Budget Decision Criteria Revision** (Holmes)-***1<sup>st</sup> READ***  
*Description:*  
***Bakersfield College Budget Decision Criteria Revised May 31, 2011***

*With the goal of maintaining quality programs and services in all administrative, instructional, and student support areas, those making budget recommendations and decisions will use data and the criteria listed below. All budget decision-makers will communicate their decisions and the rationale with the sector of the college community they oversee. The rationale will address the identified criteria and data used.*

*Statements and questions included in the discussion of each criterion are intended as a general framework rather than an exhaustive list.*



## **College Goals**

*The budget decision will be aligned with College mission and goals.*

## **Core Mission**

*The budget decision will ensure that the college will be able to continue to offer a range of courses of sufficient breadth and frequency in the core mission areas of transfer, basic skills, and career/technical education (CTE) with appropriate student support services so that students can move through programs to earn degrees.*

- *Basic Skills*
  - *How many levels below college level should we offer?*
  - *What are the needs of the people within our service area?*
- *CTE*
  - *What is the basic educational level needed?*
  - *Is the program offered somewhere else?*
  - *What are the needs of the people within our service area?*
- *Transfer*
  - *Do the courses within each discipline that meet the Transfer Model Curriculum (TMC) receive priority?*
  - *Do courses offered transfer broadly and meet specific California State University (CSU) and University of California (UC) requirements?*
  - *How often should courses be offered?*
  - *What are the needs of the people within our service area?*

## **Student Success**

*The budget decision will improve (or at a minimum, maintain) student success in one or more of the college's core mission areas: transfer, basic skills, and career/technical education (CTE). Student success measures will include items such as:*

- *Program and course completion*
  - *Identify traditional pathways, such as degree, certificate and transfer, as well as non- traditional pathways, such as General Education Breadth Certification, preparation for certification exams, and employment readiness.*
  - *Consider implementation of requirements such as matriculation and prerequisites to improve success.*
  - *What Support Services are needed to improve course completion?*
  - *What Administrative Services are needed to improve student success?*
- *Critical thinking and adaptability*
  - *Critical thinking and adaptability will enable the student to adjust to changing economic environments without having to continually come back to the college for retraining.*
  - *Critical thinking and adaptability can be measured through program-level assessments.*
  - *What Support Services are needed to improve critical thinking and adaptability?*

- *What Administrative Services are needed to improve critical thinking and adaptability?*

### **Program and Service Sustainability**

- *Is the benefit of this program or service worth the cost?*
- *The budget decision will not discontinue an academic program without following the Program Discontinuation Process determined by the Academic Senate.*
- *What is the optimal student-to-teacher ratio?*
- *Can students progress through a sequence of courses?*
- *Are program Student Learning Outcomes (SLOs) achievable?*

### **Facilities Needs**

- *The budget decision will consider the needs of a learning environment that will promote student success in our classrooms and study-research spaces (e.g. classroom space; lab space electricity; heating, ventilation, and air conditioning [HVAC]; markers or chalk).*
- *The budget decision will consider the needs of office and operational space for various administrative functions of the college (e.g. employee office space).*

### **Technology Needs**

*The budget decision will consider technology needed to address all other criteria (e.g. computers, software, media equipment, network, teleconference and videoconference).*

### **Health and Safety**

*The budget decision will ensure a healthy and safe learning environment for our students and employees (e.g. Fire Prevention and Evacuation, Accident Prevention, Maximum Occupancy, Emergency Response, Health Services, Waste Removal, Utility Infrastructure).*

### **Legal Requirements and State Mandates**

*The budget decision will ensure that the college follows all legal requirements and state mandates (e.g. Title 5, American Disability Act (ADA) Compliance, Faculty Obligation Number (FON), 50% Law, and participatory governance requirements).*

### **Human Resource Needs**

- *The budget decision will consider staffing levels and professional development needs to address all other criteria.*
- *The process for filling any position must be consistent with Human Resource guidelines, funding requirements, and collective bargaining agreements.*

This will be a voting item at our next meeting.

**NEW BUSINESS—CONT--****b. Senate Strategic Directions Report (Holmes)- INFO**

*Description: Annual report; The full document is located on the [Academic Senate website](#).*

This is an informational item.

**c. Margaret Levinson Award Allocation (Holmes)- 1<sup>st</sup> READ**

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

It was recommended to backfill the Levinson Award by \$300 to ensure the recipient receives \$1,000. This will be a voting item at the next meeting.

**d. CCCCO Equity Plan (Holmes)- 1<sup>st</sup> READ**

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

This will be a voting item at the next meeting.

**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