

## ACADEMIC SENATE of BAKERSFIELD COLLEGE

**November 20, 2019  
Levan Center-3:30 p.m.**

UNAPPROVED MINUTES

### MEMBERS:

President	Steven Holmes	Present	Behavioral Sc./CJ	Karimeh Amin	Absent
Vice President	Victor Diaz	Present	Biology	Ashley Choate	Present
Secretary	Matt Garrett	Present	Business Mgmt.&Tech.	Phil Whitney	Present
Treasurer	Charles Kim	Present	Communication	Angela Bono	Present
ASCCC Rep	Lisa Harding	Present	Engineering Systems	Maryam Jalaifarhani	Absent
Member-Large	John Giertz	Absent	English	Anthony Huffaker	Absent
AIQ Chair	Grace Commiso	Present	English	Paula Parks	Present
ACOMM Chair	Brent Wilson	Present	Education	Michelle Hart	Present
BADV Chair	Michael McNellis	Present	EMLS	Jeannie Parent	Present
BCOMM Chair	Teresa McAllister	Present	FACE	Melissa Ysais	Present
CCOMM Chair	Jennifer Johnson	Present	Foreign Lang/ASL	Qui Jimenez	Absent
CCOMM Chair	Erica Menchaca	Present	Health/PE	Carl Dean	Absent
EMC Chair	Krista Moreland	Present	Industrial Tech	Ron Grays	Absent
EODAC Chair	Bryan Hirayama	Present	Library/Academic Tech.	Faith Bradham	Present
EQ Chair	Michael Ivey	Present	Math	Kris Toler	Present
FSC Chair	Pam Kelley	Absent	Math	Dillon Giblin	Absent
ISIT Chair	Pam Boyles	Absent	Nursing	VACANCY	
PDC Chair	Matt Jones	Absent	Nursing	Malissa Buggs	Present
PRC Chair	Kim Nickell	Absent	Performing Arts	Robby Martinez	Absent
SC Chair	Rebecca Monks	Absent	Philosophy	Reggie Williams	Absent
SGA Officer	Daniel/Harris	Present	Physical Science	Nick Strobel	Present
Adjunct Rep	Glen Samples	Absent	Physical Science	Wade Ellis	Present
Agriculture	Heather Baltis	Present	Social Science	Alan Bolar	Present
Allied Health	Heather Shaftstall	Absent	Social Science	Olivia Garcia	Present
Art	Jeff Huston	Present	Student Services	Kerri Kennedy	Present
Behavioral Sc/CJ	VACANCY		Student Services	Sarah Villasenor	Absent

**GUESTS:** Mike Giacomini, Vice President of Finance & Administration

### CALL TO ORDER

The meeting was called to order at 3:52p.m.; Quorum was met.

### GOOD, WELFARE AND CONCERNS

There were no good and welfare items.

### OPPORTUNITY TO ADDRESS THE SENATE

Closing the Loop (Giacomini)

Mike Giacomini presented *Closing The Loop-Bakersfield College*; visit the [Academic Senate Committee website](#) to view the full presentation.

*Description: Closing the Loop Document started in the spring of 2013 and was presented to College Council. The idea behind this document is to connect how resource allocation is connected to the strategic goals of the college. Since then, this document serves as a tool to reflect on the progress of the strategic goals and to calibrate the activities of Bakersfield*

*College. This document is the result of the work of several governance and campus-wide committees' efforts along with the responsible lead administrator*

### Highlights

- Budget & Finance- GUI & Restricted Programs  
Our GUI allocation increases as we continue to grow as a campus (4-6% annually)  
The Student Center Funding Formula (SCFF) is not reliant upon FTES, but only 70% of our funding comes from this source and the rest is dependent on outcomes.
- Personnel  
[FON] Full-time Faculty Obligation- The California Code of Regulations (CCR), Title 5 section 51025 requires community college districts to increase their base number of full-time faculty over the prior year in proportion to the amount of growth in funded credit FTES.  
[FTES] Full Time Equivalent Student- steady growth over the past five years.  
After we hired the allotted number of faculty, the Chancellors Office sent out an updated FON calculation incorporating a “deficit factor” that is based on the unfunded SCFF revenues which in turn wipes away our FON increase.
- Technology- Program Review reports have been received and are currently being reviewed to prioritize the various requests.
- Facilities-An assessment of the facilities and needs have been identified. Planning incorporates Budget, State Mandated Funds, & Measure J Funds. Focus is on utilities and its usage.
- Professional Development-More focus on onboarding and training.
- Categorical & Grants-[BFAP] Board Financial Assistance Program's allocation has increased due to our student growth.
  - EOPS, CARE, CalWORKs, NextUP are some of the grants the Financial Aid department oversees.
  - Positive stat: 3-year Cohort Default Rate- 85% of students are getting jobs and paying loans.
  - College Futures Foundation Award (new award this year) and pushes us over 9 million dollars in award funding.
  - Areas briefly discussed- Student Life, VETEA, Strong Workforce, CSUB Title V Cooperative Grant, Institutional Block Grant, CCPT2 Grant- funding is all

### Inmate Scholars Program (Hirayama)

Bryan Hirayama, Professor of Communication/EODAC Co-Chair introduced the Inmate Scholars Program team:

- Angelica Perez, Program Manager
- Aguilar

Hirayama shared that the Inmate Scholars Program started with one prison, one class, one location (4 yards), and one dining hall. Now, we are in nine prisons, which includes 13 yards, offering 68 sections, and are up to 38 faculty. Students are receiving certificates in multiple areas and along with an ADT in communication. Hirayama asks Senate to share with students about the Free on the Outside Club (FOTO), which is a student organization that serves those who have been formerly incarcerated.

For more information, visit the Inmate Scholars website:

<https://www.bakersfieldcollege.edu/inmate-scholars-program>

Bakersfield College saw its first Inmate Scholars Program cohort graduate on August 28, 2019. These seventeen inmate students at Kern Valley State Prison received their associate's degrees after making the decision to utilize this opportunity and better their future with education.

## **ADDITIONS TO THE AGENDA**

There were no additions to the agenda.

## **CONSENT ITEMS** (passed by general consent)

Minutes of November 6, 2019- **TABLED**

### Standing Committee Appointments

There were no appointments to review.

Visit the [Academic Senate Committee website](#) to view the full committee list.

### Screening Committee Appointments

There were no appointments to review.

### Charges

Bookstore Charge (McNellis)

EODAC Charge (Hirayama)

AIQ Charge (Commiso)

Visit the [Academic Senate Committee website](#) to view the proposed revised charges.

**M. Garrett motioned to approve the appointments, F. Bradham seconded; motion passed unanimously.**

## **UNFINISHED BUSINESS**

A. No items to review

## **NEW BUSINESS**

a. No items to review

## **REPORTS**

### President's Report

- BC President/AS President-discussions are taking place regarding DE and contact hours for students that take off thanksgiving week when BC does not and possible alternative assignment being required.  
There are issues when stopping additions to classes when they are not full.  
The subject of class size and seating ratios was briefly discussed.  
Construction updates-two solar panels will be installed on campus.
- District Consultation Council (DCC)-No update  
Website: <https://committees.kccd.edu/committee/district-consultation-council>
- College Council (CC)-No update  
Website: <https://committees.kccd.edu/bc/committee/collegecouncil>
- Board of Trustees (BOT)-No update  
BOT website: <https://www.kccd.edu/board-trustees/meetings>

- District-wide Budget Committee (DWBC)-No update

## **COMMITTEE REPORTS**

AIQ(Commiso)-*submitted as written*

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

### **AIQ Report to Academic Senate**

November 20, 2019

Grace Commiso, Faculty Co-Chair AIQ

#### Review of meetings

*Meeting changes:*

- *Adjusted regular meeting times to accommodate faculty schedules. Moved back to 2<sup>nd</sup> and 4<sup>th</sup> Tuesdays for 1 hour instead of 1.5 hours.*
- *Addressed membership changes, from new faculty co-chair to new faculty additions by pathway, and updated the charge to adequately reflect membership changes approved in 2018.*
- *Provided charge for senate approval 11/20/19.*

*KCCD District Climate Survey:*

- *Reminder time is running out to complete it.*
- *We encourage all to participate. It will only take about 20-25 minutes to complete.*

*BC Educational Master Plan Process Kick Off*

- *Just an FYI the process is starting and more to come in spring. Look for upcoming open forum's to provide feedback and be a part of the process.*
- *Presented potential timeline to College Council in October however it will need to be adjusted.*
- *Currently, Academic Senate 1<sup>st</sup> Review is slated for February 19<sup>th</sup> with approval March 4<sup>th</sup>. Again, this is a tentative timeline.*

*BC's Accreditation & Services Survey*

- *Committee spending a lot of time to comb through both surveys traditionally administered, and compare with current KCCD Climate Survey.*
- *Will condense to one survey, however there will still be some duplication.*
- *The new survey will be administered in spring.*

*Review of ACCJC Policies*

- <https://accjc.org/eligibility-requirements-standards-policies/>
- *Will review next meeting to ensure we are following all requirements.*

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)-submitted as written

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

Upcoming activity:

Catalog task force to begin preparing for fall addendum and 2020/21 catalog.

Curriculum Summary for Fall 2019

**Total items in Queue:**

**Items placed on Fall Agendas**

349 courses

187 courses

42 programs

16 programs

Once a course/program has been placed on 2<sup>nd</sup> agenda and voted on by committee members, the items are recommended to the Board of Trustees (BOT) for approval. The details of the committee's recommendations during the fall semester are captured in the two tables below.

**COURSES Recommended to BOT**

**PROGRAMS Recommended to BOT**

Consent	1
DE Only	7
Deletion	6
New	83
Revision	49
<b>Total</b>	<b>146</b>

Deactivation	1 AA
New	2 CAs, 1 JSC
Revision	1 AS
<b>Total</b>	<b>5</b>

**Spring Outlook**

41 rollover courses

11 rollover programs

162 courses to place on agenda

26 programs to place on agenda

Work plan for the spring semester

- Assist faculty with the development of noncredit courses and CDCP
- Continue evaluating and adjusting eLumen workflows and processes to facilitate efficiency of curriculum review.
- Continue to communicate to faculty the regulations and processes associated with curriculum development.
- Continue offering curriculum clinics and training as needed.

Respectfully submitted,

Jennifer Johnson and Erica Menchaca  
Faculty Co-chairs, Curriculum Committee  
Committee

Billie Jo Rice,  
Administrative Co-chair, Curriculum  
Committee

EMC (Moreland)

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

No report

EODAC (Hirayama)

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

EODAC is connecting with District EEO Committee. EODAC is developing information to assist adjunct recruitment and participating in a video for website.

ISIT (Boyles)

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

No report

PDC (Jones)

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

Brown Act Training will be provided during Flex week. This workshop will be provided by Grant Herndon from Schools Legal.

PRC (Nickell)

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

No report

## **OFFICER REPORTS**

Vice President (Diaz)

No report

Treasurer (Kim)

No report

Secretary (Garrett)

Meeting summary emailed to faculty following the meeting.

ASCCC Rep (Harding)-*Submitted as written*

ASCCC Fall 2019 Plenary Update

<https://www.asccc.org/events/2019-11-07-160000-2019-11-09-220000/2019-fall-plenary-session>

*Newport Beach Nov 7-9*

*Breakout sessions are posted on the website, ppt from each session are available as a download if you want more information.*

*Program Review using a guided Pathways Framework to be more student focused*

*Lots of focus on Anti-Racism, infusing equity, diversity and inclusion into the culture of ASCCC and colleges*

*Resolutions:*

- *Lot of debate over term limits and the “trickling” process. We will see a change in the way officers are voted in during spring Plenary*

- *Diversity and Equity resolutions passed- I was asked to vote no by many faculty (3.02 and 3.03)*
- *Hold Harmless passed (5.02) I voted no*
- *Several resolutions re: ESL were brought forward and then pulled by the mover, she requested the exec board perform a more thorough review for credit of ESL and funding re AB705 and will bring back a report, with further debate in Spring if needed*
- *Resolution for the Canvas Name option-allows students to change the name they “go by” in order to be more inclusive. A warning from other faculty that students can change their name to whatever they want it to be and it does not seamlessly transition to grade entry with Banner or other platforms.*

*All resolutions are posted soon to the ASCCC website, thank you for allowing me to represent you.*

*Lisa Harding*

CCA (Boyles)

No report

BCSGA (Daniel/Harris)

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

Harris reported they recently held a BCSGA Power Lunch with candidate for Congress Jeremy Statt and there is an upcoming Child Development Film Festival scheduled for 11/21 in the Theater.

## **ANNOUNCEMENTS**

None

## **ADJOURNMENT**

The meeting was adjourned at 4:27 p.m.

Meeting minutes recorded by T. Perry