**ACADEMIC SENATE of BAKERSFIELD COLLEGE**

**February 19, 2020 Levan Center-3:30 p.m.**

**MEMBERS:**

UNAPPROVED MINUTES

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| President | Steven Holmes | Present | Behavioral Sc./CJ | Karimeh Amin | Absent |
| Vice President | Victor Diaz | Present | Biology | Ashley Choate | Absent |
| 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 Jalaifarahani | Present |
| 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 | Absent | EMLS | Jeannie Parent | Present |
| BCOMM Chair | Teresa McAllister | Absent | FACE | Melissa Ysais | Present |
| CCOMM Chair | Jennifer Johnson | Absent | Foreign Lang/ASL | Qui Jimenez | Present |
| CCOMM Chair | Erica Menchaca | Present | Health/PE | Carl Dean | Present |
| EMC Chair | Krista Moreland | Present | Industrial Tech | Ron Grays | Absent |
| EODAC Chair | Bryan Hirayama | Present | Library/Academic Tech. | Faith Bradham | Absent |
| EQ Chair | Michael Ivey | Absent | Math | Kris Toler | Present |
| FSC Chair | Pam Kelley | Absent | Math | Dillon Giblin | Present |
| ISIT Chair | Pam Boyles | Present | Nursing | Noelia Citialin | Present |
| PDC Chair | Matt Jones | Present | Nursing | Malissa Buggs | Absent |
| PRC Chair | Kim Nickell | Present | Performing Arts | Robby Martinez | Present |
| SC Chair | Rebecca Monks | Absent | Philosophy | Reggie Williams | Present |
| SGA Officer | Gayatao/Harris | Present | Physical Science | Nick Strobel | Present |
| Adjunct Rep | Glen Samples | Present | Physical Science | Wade Ellis | Present |
| Agriculture | Heather Baltis | Present | Social Science | Alan Bolar | Present |
| Allied Health | Heather Shaftstall | Present | Social Science | Olivia Garcia | Present |
| Art | Jeff Huston | Present | Student Services | Kerri Kennedy | Present |
| Behavioral Sc/CJ | VACANCY |  |  | Student Services | Sarah Villasenor | Present |

**CALL TO ORDER**

### The meeting was called to order at 3:35p.m.; Quorum was met.

**GOOD, WELFARE AND CONCERNS**

There were no good and welfare items.

**OPPORTUNITY TO ADDRESS THE SENATE ADDITIONS TO THE AGENDA**

There were no additions to the agenda.

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

### Minutes of February 5, 2020 This item was tabled.

Standing Committee Appointments

*Visit the* [*Academic Senate Committee website*](https://committees.kccd.edu/bc/committee/senate) *to view the full committee list.*

|  |  |
| --- | --- |
|  | **Scholarship Committee** |
| Brenda Freaney (English) |

***M. Garrett motioned to approve the appointments, N. Strobel seconded; motion passed unanimously.***

Screening Committee Appointments **Dean of Athletics** (Management) Steve Watkin (Admin)

### Andrea Thorson (Admin) Corny Rodriguez (Admin) Michelle Pena (Admin) Matt Moon (Faculty) Paula Dahl (Faculty)

Carl Dean (Faculty)

***M. Garrett motioned to approve the appointments, W. Ellis seconded; motion passed unanimously.***

**Mandatory Student Transportation Fee**

Teresa McAllister (Faculty)

***M. Garrett motioned to approve the fee, M. Ysias seconded; motion passed unanimously.***

**Chief Financial Officer (KCCD)**

Nick Strobel (Faculty)

***M. Garrett motioned to approve the appointments, L. Harding seconded; motion passed unanimously.***

Charges

There were no charges to review

*Visit the* [*Academic Senate Committee website*](https://committees.kccd.edu/bc/committee/senate) *to view the proposed revised charges.*

# UNFINISHED BUSINESS

### No items to review

**NEW BUSINESS**

* 1. 2020-22 BC Educational Master Plan (Commiso)

*Description: The BC Ed Plan is reviewed every two years.*

### This item was presented to members for review as a First Read. This item will be voted on March 18th. Commiso shared a power point presentation with the following highlights:

* + - Process & Timeline
		- External & Internal Environmental Scan- tables
		- Intersegmental approach for the Future
		- Equity & Completion Through Guided Pathways for the Future
		- Student Learning: Leveraging Academic Technology for the Future
		- Facilities and Infrastructure: Opportunities for the Future

*Visit the* [*Academic Senate Committee website*](https://committees.kccd.edu/bc/committee/senate) *to view the entire Ed Plan.*

# REPORTS

 President’s Report

BC President/AS President-No update

District Consultation Council (DCC)-*report submitted as written*

*Website:* [*https://committees.kccd.edu/committee/district-consultation-council*](https://committees.kccd.edu/committee/district-consultation-council)

*District Consultation Council* Tuesday, January 28, 2020 KCCD

*– Tulare Room*

***Review of Agenda:***

* *Agenda available* [*here*](https://committees.kccd.edu/sites/committees.kccd.edu/files/District%20Consultation%20Council%20Jan%2028%202020%20Agenda.pdf)

## *Approval of Minutes:*

* *November 2019 meeting minute available* [*here.*](https://committees.kccd.edu/sites/committees.kccd.edu/files/District%20Consultation%20Council%20Minutes-November%202019.pdf)

## *Business Services:*

* *Review of the Joint Analysis of the 2020-21 Governor’s Budget available* [*here.*](https://committees.kccd.edu/sites/committees.kccd.edu/files/Joint%20Analysis%20of%202020-21%20Governor%27s%20Budget.pdf)
	+ *0.5% FTES growth funding available*
	+ *Page 5: Increase in local property tax. Rumors are circulating that property tax collections will close the funding gap of the SCFF ($103M shortfall)*

## *Board Policies:*

* *Board Policies: First reading of Section 2 available* [*here.*](https://committees.kccd.edu/sites/committees.kccd.edu/files/2019%20Section%20Two_Board%20of%20Trustees-First%20Reading.pdf)
* *BP 2310: Recommended that minimum notice to personnel change from 24 hours to 72 hours.*
* *BP 2430: Delegation of Authority to Chancellor:*
	+ *Board requested a side-by-side analysis provided by the Chancellor at the February board meeting.*
* *BP 2015: Student Member*
	+ *Steven Holmes: Requested changes to enhance student trustee activity to include making motions, voting and attending closed session meetings.*
	+ *Tom Burke: Feel comfortable with current language as fair and adequate given the nature of the position.*
	+ *Samantha Poledo: Advocated for attending closed session meetings*
* *BP 2210: Officers*
	+ *Steven Holmes: Noted 3 duties were omitted. A recommendation was given to include those duties back into BPs.*
* *BP 2340: Agendas*
	+ *The Chancellor’s recommended changes were unanimously supported.*
* *BP 2345: Public Participation at Board Meetings*
	+ *‘14 days prior to meeting’ is problematic since the agenda isn’t made public until 7 days prior to the meeting. The Chancellor will consult with General Counsel and CCLC to update without violating Brown Act parameters.*
* *BP 2430: Delegation of Authority*
	+ *General concern that CCLC language has been adopted which minimizes authority tothe college presidents. A recommendation was submitted to keep previous BPs identifying and recognizing authority of college presidents.*

## *Next Meeting:*

*Tuesday, February 25, 2020 - 1:00 pm*

### College Council (CC)-Friday’s meeting is cancelled.

*Website:* [*https://committees.kccd.edu/bc/committee/collegecouncil*](https://committees.kccd.edu/bc/committee/collegecouncil)

### Board of Trustees (BOT)-no updates

*BOT website:* [*https://www.kccd.edu/board-trustees/meetings*](https://www.kccd.edu/board-trustees/meetings)

### District-wide Budget Committee (DWBC)- no updates

**COMMITTEE REPORTS**

AIQ(Commiso)-*submitted as written*

W*ebsite:* [*https://committees.kccd.edu/bc/committee/accreditation*](https://committees.kccd.edu/bc/committee/accreditation)***Prepared for Academic Senate, April 22, 2020 & College Council, April 30, 2020 Grace Commiso, Faculty Co-Chair AIQ***

*KCCD District Climate Survey:*

* *Waiting on results still*

*BC Educational Master Plan:*

* *Approved by appropriate BC Committees and forwarded to KCCD Board of Trustees for approval in April.*

*BC’s Accreditation & Services Survey:*

* *Survey administered in March, see snapshot of results attachment*
* *Remember this survey is a combination of BC Services Survey and BC Accreditation Survey, which will now be offered annually in Spring term, instead of as two surveys in split between the terms.*

*Institution-Set Standards:*

* *Report on Pass Rates in Basic Skills Classes*
* *BC ISS 2019-20 Update*
* *See attachments*

Highlights:

Upcoming survey will have include areas that list more defined services. Commiso recommended to pay special attention to language of questions in order to appropriately answer them. Your response is for the entire service area and not just its supervisor.

* Question: can we change gender question from “straight” to be more consistent by

using heterosexual, homosexual, etc…

* Note: the DO Climate survey results are expected to be shared at the next DCC meeting.

ACOMM (Wilson)

*website:* [*https://committees.kccd.edu/bc/committee/assessment*](https://committees.kccd.edu/bc/committee/assessment)

### No report

BADV (McNellis)-written as submitted

*Website:* [*https://committees.kccd.edu/committee/bookstore-advisory-committee*](https://committees.kccd.edu/committee/bookstore-advisory-committee)

McNellis recommended all check the Bookstore website to review the ***BC Bookstore Book/Supply Requisition Form-Summer 2020***

### BCOMM (McAllister)

*Website:* [*https://committees.kccd.edu/bc/committee/budget*](https://committees.kccd.edu/bc/committee/budget)

### No report

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

*Website:* [*https://committees.kccd.edu/bc/committee/curriculum*](https://committees.kccd.edu/bc/committee/curriculum)

*Committee has had one meeting to date. Following the Brown Act training during flex week,* adjustments were made to the agenda to include additional clarifying information. We also moved the meeting location ensuring accessibility.

*The Committee spring semester workload includes the following (and growing):*

* *41 rollover courses*
* *11 roll over programs*

*Rollover refers to courses and programs which were on first agenda in Fall 2019*

* *162 courses in que to place on first agenda*
* *26 programs in que to be placed on first agenda Committee Co-Chairs workplan includes:*
	+ *Compiling the out of compliance list. The process is to share the list with faculty chairs by the end of the semester.*
	+ *Communicating with faculty when revisions are needed for curricular submissions*
	+ *Evaluating and adjusting eLumen workflows and processes to facilitate efficiency of curriculum review.*
	+ *Meeting with departments to complete modifications to their program(s). Upcoming:*
* *Meeting with key campus constituents regarding credit for prior learning policy. All Community colleges have a December 2020 compliance date.*
* *Catalog work group has been convened. The timeline is aggressive with the goal of having the catalog ready for approval at the May BOT meeting.*

### EMC (Moreland)

*Website:* [*https://committees.kccd.edu/bc/committee/enrollment*](https://committees.kccd.edu/bc/committee/enrollment)

### No report

EODAC (Hirayama)

*Website:* [*https://committees.kccd.edu/bc/committee/eodac*](https://committees.kccd.edu/bc/committee/eodac)

### Hirayama shared the committee is requesting a nonvoting diversity rep serve on all hiring committees. Their reason for this is because as an institution we are falling short on areas of diversity. Also there is a need to provide better recruiting and advertising.

* + Hiring pool is at 70% white faculty
	+ Committee is receiving complaints
	+ Violation of Ed Code

One solution is having a diversity rep, another way is offering more discussions about diversity prior to reviewing the hiring pool.

Members questioned if we are looking at diversity beyond just race and gender. Hirayama responded that they are, although these are the areas that are monitored more closely.

ISIT (Boyles)

*Website:* [*https://committees.kccd.edu/bc/committee/isit*](https://committees.kccd.edu/bc/committee/isit)

### No report

PDC (Jones)-*report submitted as written*

*Website:* [*https://committees.kccd.edu/bc/committee/pdc*](https://committees.kccd.edu/bc/committee/pdc)Professional Development Committee Report-2/19/20

## *Spring 2020 Flex Week*

*During Spring Flex Week (1/13/20- 1/15/20) 48 separate workshops were offered, this was* 27 workshops more than were offered during the Spring 2019 Flex Week.

*In those 48 workshop, 313 separate enrollments were accounted for. We don’t have*

*enrollment data from Spring 2019 to create a comparison.*

*Additionally, during the Fall 2019 Semester, we had asked for feedback from both Academic* Senate and ISIT Committees to help us determine a better way to receive evaluations from each workshop. Typically, this had been handled electronically. The feedback suggested that we provide evaluations on paper during each workshop. Consequently we handed out evaluations on paper at each workshop. As a result we received 296 evaluations, or a 95% response rate.

*Key findings included:*

1. *Respondents would like to have snacks available during Flex Week.*
2. *Respondents would like to have more hands-on offerings.*
3. *Respondents appreciated communications when changes to workshops occurred.*
4. *Respondents were frustrated that some workshops were cancelled due to illness.*

### PRC (Nickell)

*Website:* [*https://committees.kccd.edu/bc/committee/programreview*](https://committees.kccd.edu/bc/committee/programreview)

### No report

**OFFICER REPORTS**

Vice President (Diaz) No report

Treasurer (Kim)

Kim shared he has been trying to get a better understanding of Foundation and Senate process of funding approvals. There has been inconsistency of reports received and they are difficult to reconcile. We will place scholarship, ML award, and retirees awards on the March agenda.

Secretary (Garrett)

Meeting summary emailed to faculty following the meeting.

ASCCC Rep (Harding)

CCA (Designee) Negotiations on going.

BCSGA (Daniel/Harris)

*Student Event’s Calendar:* [*https://www.bakersfieldcollege.edu/studentevents*](https://www.bakersfieldcollege.edu/studentevents)

# ANNOUNCEMENTS

### Faculty/Staff Dining Area Kick-Off – Monday, February 24, Levinson Hall 40

**ADJOURNMENT**

The meeting was adjourned at 5:02 p.m. Meeting minutes recorded by T. Perry