

ACADEMIC SENATE of BAKERSFIELD COLLEGE

September 17, 2014, 3:30 P.M.

Collins Conference Center

APPROVED MINUTES

PRESENT: Alisha Loken, Andrea Thorson, Chad Newton, Charles Kim, Christian Zoller, David Neville, Denise Norris, Gayla Anderson, Greg Chamberlain, Ishmael Kimbrough, Janet Tarjan, Kurt Klopstein, Jeannie Parent, John Giertz, Joyce Kirst, Kathy Rosellini, Ron Grays, Kris Stallworth, Lisa Harding, Mark Staller, Nancy Guidry, Neal Stanifer, Jennifer Jett, Brent Damron, Steven Holmes, Dan Kimball

ABSENT: A. Todd Jones, Anna Poetker, Bill Kelly, Billie Jo Rice, Bryan Hirayama, John Carpenter, Kate Pluta, Klint Rigby, Marsha Eggman, Reggie Bolton, Richard Marquez, Wesley Sims, Simoneel Czar

CALL TO ORDER

The meeting was called to order at 3:30 p.m.

REVIEW OF THE MINUTES

The minutes of April 2, 2014, were reviewed and approved. M/S/C: Loken/Harding. The minutes of May 7, 2014, were reviewed and approved with changes. M/S/C: Guidry/Thorson. The minutes of September 3, 2014 were reviewed and approved with changes. M/S/C: Chamberlain/Stanimifer

OPPORTUNITY TO ADDRESS THE SENATE

A motion was made to suspend the agenda for Nan Gomez-Heitzeberg to discuss New Business Item b. EMP. M/S/C: Chamberlain/Thorson.

A motion was made to suspend the agenda for Sue Granger-Dickson to discuss New Business Item a. SSSP. M/S/C: Kirst/Fulks.

ADDITIONS TO THE AGENDA

There were no additions to the Agenda.

FACULTY APPOINTMENTS

Holmes reported the Athletic Director and Counseling positions are still in process. Counseling committee members are waiting for codes to be able to access files for online viewing. There have been no updates on Vice Chancellor position.

Holmes read aloud, the nominees added to the BC Standing Committee List. A motion was made to approve the revised committee list. M/S/C: Chamberlain/Guidry

BC was not selected to participate in the ASCCC Online Education Initiative. ASCCC requested volunteers to be reviewers for this initiative. Bill Mosely volunteered for this position. A motion was made to appoint Bill Mosely ASCCC Online Education Initiative Reviewer. M/S/C: Thorson/Kim

Mark Staller is stepping down as ASCCC Representative as he accepted the position of Co-Chair for Enrollment Management Committee. Mark will submit a letter of resignation to Steve Holmes. The Senate will hold an election for a new ASCCC Representative.

ACADEMIC SENATE GOALS

The 2013-14 Academic Senate Goals were provided for review. Holmes recommended forming a small task force to review and develop goals for 2014-15. Andrea Thorson and Mark Staller volunteered to serve on this task force. Greg Chamberlain stated the need to encourage faculty involvement. Chamberlain raised the question of how to make committee work meaningful, and whether or not this should/could be incorporated into a Senate goal. Senators were asked to email Goal suggestions to Staller and Thorson, who will report back to the Senate at the next meeting on October 1.

UNFINISHED BUSINESS

District Office Budget/Position Additions (Holmes)

Steve went to Board Meeting in Porterville. Changes had been made to the budget, including the one-time reserve contribution, which was dropped to \$600,000, 2/3 of which is funded by BC. Steve presented the old resolution.

A brief look at college budgets show that BC has a \$485,000 deficit (which will come out of our campus reserve), Porterville had a small deficit, and Cerro Coso had a surplus. Steve asked how the District can ask for such a large reserve when campuses are struggling. Unfortunately, his comments had no impact on the board and the budget was approved. Board policy requires a 15% district wide reserve, Trustees are slowly moving forward to reach this goal. Steve thinks the Senate needs to be more proactive and has asked board members to start meeting regularly here on campus.

Baccalaureate Degree Task Force (Rigby)

Holmes reported that BC is moving forward with an application to provide a Baccalaureate Degree in Industrial Technology. Clarification is still being sought as to whether any CSU can offer the degree, thereby restricting a Community College from offering the program.

Dual AD-T (Gomez-Heitzeberg)

Holmes reported that the Vice President is researching dual degree / dual major policy and how current policy impacts our students. Holmes stated, in the past students were able to earn 2 AA majors, but not an AA major and an AS major, without meeting the additional requirements. There is also some confusion among students regarding terminology of two degrees versus double majors. Once a new policy is developed, it will be presented to the Senate for approval.

BC Foundation – Renegade Fund (Holmes)

The Renegade Fund, comprised of donations from multiple sources, has been around for a long time. Approximately five years ago, a call went out with an offer to supplement various departments. The fund went silent for many years, but has been made available once again. Holmes noted the BC Foundation doesn't meet often, so he will reach out to them to get the process moving. The exact amount of available funds is not known at this time, nor is it known whether we would be receiving a portion of the fund itself, or the earned

interest. Holmes recently made a recommendation to the BC Foundation that Tom Gelder's approval authority limit be raised, since equipment is so expensive. For example, a projector costs \$6,000. The Senate plans to invite Tom Gelder to a meeting in the near future.

NEW BUSINESS

SSSP (Dadabhoy/Granger-Dickson)

Sue Granger-Dickson advised the latest version of the Student Success and Support Plan (SSSP) has been posted on the Academic Senate website. The content has changed a lot and is still a work-in-progress.

Some discussion ensued about the budget. Sue said a lot of money had to be returned in the past, but she is hopeful that will not happen this year. The greatest portion of funds will go towards salaries and a significant portion goes to technology. Sue also noted that funds could not be comingled, but that different grants can pay for different areas of need.

The Senate acknowledged the incredible amount of work that went into this project and thanked Sue for her efforts. Steven Holmes announced the SSSP would be voted on by the Senate on October 1 and the Board of Trustees on October 3.

Educational Master Plan (EMP)

Nan Gomez-Heitzeberg described the previous Educational Master Plan (EMP) as, "Looking like an edition of Encyclopedia Britannica". The previous EMP was drafted in conjunction with the Facilities Mater Plan. It was heavy but not accessible and didn't reflect who we are or where we are going, etc. President Christian decided we needed an EMP that could be picked up in one hand, which sounded like BC, and focused on what we need to be doing. Gomez-Hetizeberg highlighted the major sections of the document and said the goal is to build on Student Success.

The most current EMP was scheduled to be posted to the Academic Senate website later in the afternoon. On October 1, the Academic Senate will vote to support the EMP, which will go before the Board of Trustees on October 3.

Co-Chair Report Schedule (Holmes)

In order to save time, Steve Holmes implemented a rotating schedule for committee co-chairs to attend once per month. Half of the group will attend the first meeting of the month and the other half will attend the second. Co-Chairs will provide written reports and will be available for questions.

Department Chair Structure/Equity (Holmes)

There are concerns regarding Department Chairs workload and distribution. Steven Holmes and Andrea Thorson addressed this topic with President Christian during their weekly meeting, and discovered release time is a CCA responsibility, but the interior structure of responsibility is a campus decision. The District Office may have the perception that BC has too much reassigned time. With all the recent resignations, it seems like a natural time to revisit the responsibilities. One idea may be to break down the Department Chair structure and add more Department Chairs. The Senate would like to have feedback from the various groups. Nancy Guidry said all department Chairs have a 185 day contract and the number of extra days or reassigned time is

based on the number of people they supervise. Steven Holmes indicated a small task force may be implemented in the future.

Grant Application/Writing (Bonita Steele)

This item was tabled to the next meeting, October 1.

Social Science Department Chair Nomination Election (Holmes)

Becki Whitson resigned as Department Chair and requested a replacement. The Social Science Department had one nominee and asked to forego their election in order to take their candidate directly to President Christian as soon as possible. Nancy Guidry stated that an election must be held due to CCA contract language. Steven Holmes agreed to accelerate the process by limiting the voting dates to 3 working days. M/S/C: Kimbrough/Janet Tarjan

REPORTS

President's Report (Holmes)

- ASCCC is calling for an Exemplary Program Award. If you have something valuable, creative and competitive, please submit information to the Senate office so we can support the project.
- Met with Sonya. The Strategic Planning Document has expired and must be revised by April or May. Need three tenured faculty members to meet 1-2 times per month to work on this project. This is separate from the EMP, but will dovetail in the end. The focus will be on the environmental scan. Please contract Tracy to volunteer.
- CCC Apply – Janet Fulks read the resolution at the Board meeting. The chancellor said this item was being considered. The VP's will make a decision within 24 hours or the Chancellor will make an executive decision. We were overwhelmingly supported.
- We are in a period of issuing "W's". It is the instructor's responsibility to record the last day of attendance in Banner, or enter an "F" at the end of the year. Sue performed a test on the "W", which didn't work. It may be a two-stage process. You can enter the date for an "F". Then you add the date in your grade book. Sandra said that when you give a "W", the student hasn't done anything for 2 weeks. Steve asked for additional clarification. Steve will do another test with Sue and pass on additional information. Neal was told he couldn't drop a student for nonattendance. Steve referred Neal to page 25 and 26 of the catalog, which states that a student can be removed for non-participation.

Accreditation & Institutional Quality (Pluta) – Report Submitted as Written

- Most recent meeting September 16, 2014
- The committee charge now includes institutional effectiveness and reviewing and monitoring of evaluation activities.
- The committee
 - discussed the development of institutional effectiveness indicators.
 - is examining a college planning calendar.
 - is working on **Standard I.A Mission** and **Standard I.B Assuring Academic Quality and Institutional Effectiveness** for the Midterm Report.

Assessment (Carpenter)

There was no report from the Assessment Committee.

Budget (Holmes)

Holmes reported the Budget Committee will meet next week.

Curriculum (Rice/Carpenter)

There was no report from the Curriculum Committee.

Enrollment Management (Staller)

There was no report from the Enrollment Management Committee. Item was tabled until 10/1/14.

Equal Opportunity & Diversity Advisory (Hirayama)

There was no report from the EODAC Committee. Item was tabled until 10/1/14.

Informational Systems & Instructional Technology (Marquez)

There was no report from the ISIT Committee. Item Tabled until 10/1/14.

Professional Development Committee (Giertz) – Report Submitted as Written

- The link for funding requests is not yet ready, but we will be discussing this at our next meeting, October 3, 2014.
- The governor has not signed the legislation for flex activities which would move all community colleges toward encouraging administrators and staff to participative in professional growth opportunities. We will know the status of the legislation by the end of September.

Program Review (Pluta) – Report Submitted as Written

- Most recent meeting September 9, 2014
- District IR has put all program review data online: <https://www.kccd.edu/institutional-research/reports/bakersfield-college-0>
- The committee
 - read and normed the Administrative Pilot reviews from summer.
 - is reading and responding to First Reviews (optional step in process): 6 were turned in.
 - is working on **Standard I.B Assuring Academic Quality and Institutional Effectiveness**

Treasurer (Kim)

Charles Kim reported the Levinson Award balance is \$15,160.01.

ASCCC Representative (Staller)

Mark Staller resigned as ASCCC Representative and encouraged others to think about serving in this role. Staller advised the Fall Plenary will be held November 13-15, in Irvine. Sign up early because it may take a while to get funding.

Union Update (Guidry)

The CCA meeting with the District has been rescheduled to this Friday, September 19. The meeting is scheduled to last all day and Nancy hopes much will be accomplished. Nancy reported that Susan Regier, the

President and Chief Negotiator, has resigned and there are new members on the negotiating team. Steve Holmes noted that if faculty does receive a raise, those funds come out of the college budget. Holmes will also ask to add language to the contract for the appropriate extra days and reassigned time for Academic Senate President. Nancy encouraged members to look at that section of the contract and get in touch with Tom Greenwood, the CCA Representative for BC. Steve also advised that BC's focus is on District budgets, which is different than Porterville's focus, whose main concerns revolve around their cafeteria. An item of interest was raised, noting that PC uses an electric card to open and close the doors, which enables the entire school to be locked down electronically. PC has not been overly satisfied with the system, having had alarms set off on weekends, etc. The use of this type of electronic card/lockdown system may become a District policy.

Student Representative

There was no report from the Student Representative.

GOOD AND WELFARE CONCERNS

ADJOURNMENT at 5:07 p.m.

*Respectfully Submitted,
Tracy Hall*