

ACADEMIC SENATE of BAKERSFIELD COLLEGE

March 30, 2016 - 3:30 p.m.

Collins Conference Center

APPROVED MINUTES

PRESENT: Alisha Loken (by Proxy), Andrea Thorson (EB), Anna Agenjo, Chad Newton, Charles Kim (EB), Dan Kimball, Fitzgerald Graves (SGA), Greg Chamberlain, Ishmael Kimbrough, Joyce Kirst, Kathy Rosellini, Kimberly Nickell (EB), Klint Rigby, Kris Stallworth, Kurt Klopstein, Laura Peet, Lisa Harding (EB), Mark Staller (EB), Marsha Eggman, Matt Garrett (EB), Neal Stanifer, Qiu Jimenez, Rachel Vickrey, Reggie Bolton, Reginald Williams (by Proxy), Ron Grays, Steven Holmes (EB), Susan McQuerrey, Tom Greenwood (EB)

ABSENT: A. Todd Jones, Anna Poetker, Bill Kelly, Bryan Hirayama (EB), Billie Joe Rice (EB), Christian Zoller, David Neville (EB), Denise Norris, Gayla Anderson, John Carpenter (EB), John Giertz (EB), Robby Martinez, Richard Marquez (EB), Ronnie Knabe

Call to Order

The meeting was called to order at 3:40p.m.

Good and Welfare and Concerns:

- Next Thursday is the Grand Opening of the Delano Writing Center, Tutoring Center and Library
- Trustee Agbalog's sister passed on Easter Sunday

Opportunity to Address the Academic Senate

There were no requests to address the Academic Senate.

CTE and Art expressed concerns that some high schools may not be meeting our rigor; Corny Rodriguez and Catherine Francis will be invited to the April 13th Senate meeting to discuss Dual Enrollment.

Additions to the Agenda

There were no additions to the agenda.

Review and Approval of the Minutes

*****A motion was made to review and approve the Academic Senate Minutes of March 9, 2016, M/S/C: Thorson/ Rosellini .***

President's Report (Holmes)

- **elumin Webinar** is scheduled on Thursday, March 31st in the Collins Conference Center from 2:30-4:30pm with CCC-Confer is an option. This is during the time when the Curriculum Committee normally meets. The elumin software has a potential to replace Curicunet: Curriculum, Assessment and Program Review. For more information: <http://elumenconnect.com/>

➤ **KCCD 2016-17 District Operations Budget Variance**

<https://committees.kccd.edu/sites/committees.kccd.edu/files/KCCD%2016-17%20GU001%20District%20Operations%20Budget%20Variance.pdf>

Holmes reported that we should expect a copy of the job descriptions and rationale for the positions listed on this document.

- 21) Systems Administrator-New position
- 22) Network Engineer-New position
- 23) IT Customer Support Manager-pick up duties from #32
- 24) ERP Director-pick up duties from #32
- 32) Asst Director Information Technology-not funded
- 35) Associate of Vice Chancellor of External and Government Affairs-not funded
Duties will be picked up by #18
- 56) Consulting Services-Chancellor Search
Planning to retire no later than June of 2017
- 59) Trustee Elections-for Beebe, Meek & Agbalog

Todd Coston will be invited to the April 6th Executive Board meeting to justify the new Instructional Technology positions.

➤ **Officer, Senator & Department Chair Election results**

- The results will be circulated and posted

➤ **Committee Co-chair Elections**

- The nominations will be announced on April 4th

AIQ (Staller)

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

Vacancies: Basic Skills, General Education, CTE

- **Tabled 4/6**

Assessment (Neville)-*Report submitted as written*

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

Vacancies: Adjunct/Agriculture/Allied Health/Fire Technology/Health & PE/Performing Arts/Philosophy/Physical Science/Social Science/ SGA

No report

Budget (Holmes)

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

Vacancies: Basic Skills/ESL/English

No report

Curriculum (Rice/Carpenter)

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

Vacancies: Biological Sciences **Tabled 4/6**

Enrollment Management Committee
March 30 Academic Senate Report
(Submitted by Mark Staller, EMC Faculty Co-Chair)

- 1) *The Enrollment Management Committee met on Tuesday, March 29. The primary work at this EMC meeting was to move forward on the written Strategic Enrollment Management Plan (SEMP). EMC members focused on fleshing out an Enrollment Process Graphic and an Enrollment Management Timeline. (Both of these elements of the SEMP are designed to clarify the enrollment management processes which occur at Bakersfield College.) The EMC has set a goal of rolling out a draft of the written Strategic Enrollment Management Plan by the end of the Spring 2016 semester. I will be presenting a rough draft of the written Strategic Enrollment Management Plan to the BC College Council on April 8.*
- 2) *The EMC Class Size Task Force met on March 17. The Task Force reviewed the ASCCC Document "Setting Course Enrollment Maximums: Process, Roles, and Principles" in order to establish the roles of discipline faculty, curriculum committees, academic senates, bargaining units, and administration in class size decisions. (Highlights from this important document have been attached to this Academic Senate EMC report.) The primary charge of the Class Size Task Force is to compile a fairly complete list of class size issues and concerns, and then to rank these issues and concerns in order of importance. The final meeting of the EMC Class Size Task Force is scheduled for April 28.*
- 3) *After compiling the (first draft) list of class size issues and concerns, it is clear that there are many significant problems with the current class size decision-making process at Bakersfield College. In my end-of-year report to the BC Academic Senate, I will recommend that the BC Academic Senate work with CCA and BC administration to craft a more effective process (and more specific contract language) for determining appropriate and reasonable class sizes.*
- 4) *I have requested that Academic Senate President Steven Holms arrange a meeting with the BC President and Executive Vice-President to discuss how the BC administration and BC Academic Senate can work together effectively to address class size issues and concerns. President Christian and Executive Vice-President Gomez-Heitzeberg have agreed to participate in this meeting.*
- 5) *I am finishing up my two-year stint as Faculty Co-Chair of the Enrollment Management Committee, so there is an opening for a faculty leader with an interest in enrollment management to head the Enrollment Management Committee as Faculty Co-Chair for the 2016-2017 and 2017-2018 academic years. A call for service will be going out shortly from Tarina Perry, so please consider stepping forward to take on this important faculty leadership role. (The EMC meets once a month. This year, the EMC*

met on the fourth Tuesday of the month from 1:30 p.m. to 3:00 p.m., but these times can be adjusted, if necessary.)

6) The Enrollment Management Roundtable originally scheduled for April 7 is currently being rescheduled (and may occur on April 14 instead). This final EMC Roundtable will feature Steven Watkin, who is lining up roundtable participants to inform the campus community about efforts in outreach, Summer Bridge, and dual enrollment.

Equal Opportunity & Diversity Advisory (Hirayama)-Report submitted as written
<https://committees.kccd.edu/bc/committee/eodac>

Vacancies: None

- **Tabled 4/6**

ISIT (Marquez)

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

Vacancies: Allied Health/Art/Behavioral Sciences/Counseling/Health & PE/Philosophy/physical Science

- **Tabled 4/6**

Professional Development Committee (Giertz)-report submitted as written

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

Vacancies: None

Professional Development Committee Report 3/30/16

By John Giertz

The Professional Development Committee would like to just remind all Senators that faculty should be encouraged to turn in their flex activities when they are completed. Many Adjunct faculty are already finished with their 2 hours for extra pay.

Additionally, Ph.D. coursework does not count as flex hours. Senators are encouraged to remind faculty and their own deans that this is not acceptable by the state.

A email will be sent to all faculty to remind them of these two points.

Program Review (Nickell)

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

Vacancies: Adjunct Rep/Agriculture/Allied Health/Art/Behavioral Sciences/Biological Sciences/Fire Tech/Health & PE/Industrial Tech/Performing Arts/Philosophy/Physical Science/Social Science/SGA

- **Tabled 4/6**

Treasurer (Kim)

Kim is expecting financial reports next week.

Secretary (Garrett)

There is nothing new to report.

ASCCC Representative (Greenwood)-Report submitted as written

ASCCC Update

Resolutions for the ASCCC Spring Plenary Session in Sacramento have been released. The initial set of resolutions can be found at: <http://asccc.org/calendar/list/plenary-sessions> and click on "Resolutions". More resolutions will be added to the list after the area meetings on Friday, April 1. Once these new additions are available, they will be e-mailed out to all senators. Any input on resolutions should be given to Tom Greenwood. The plenary session is from Thursday, April 21 to Saturday, April 23.

Resolutions:

<http://asccc.org/calendar/list/plenary-sessions>

CCA (Freeman)-Report submitted as written by Greenwood

<https://www.kccd.edu/sites/kccd.edu/files/page/2014-2017%20CCA%20contract.pdf>

Mar. 28, 2016

Dear Colleagues,

We have some important news to share with you regarding health benefits.

As you know from recent SISC college presentations, all employees are being asked to consider the pros and cons of staying in the SISC Self-Insured health plan compared with the pros and cons of joining the much larger SISC statewide pool. The three employee associations (faculty, classified, and management) must agree on one option or the other due to our dwindling health plan reserves. Enclosed is a quick comparison of staying self-funded versus choosing the larger SISC pool.

To stay self-insured, we are contractually obligated to have health plan reserves of 32.5 percent, or an estimated \$7.2 million for 2015-16 (we began 2015-2016 with \$2.8 million in reserves). This means employees would have to pay into the reserves until the account is back on solid financial ground. If we move to the larger SISC pool, no reserve payment would be necessary. We'd be expected to pay for the cost of the plan we choose, with the option of choosing among four plans of varying coverage and costs. Once we join the pool, we will no longer be able to make autonomous decisions regarding administrative changes to plans but would need to abide by the decisions of the SISC board, a board comprised of district administrators of participating schools.

SISC has estimated that the employee's cost of a plan in the pool that is similar to the coverage we have now would be about \$300 per month. To stay self-insured, and to pay back the health plan reserves within a year, district officials have estimated a total monthly cost for the employee of about \$600 per month, a prohibitive cost for most of us. For that figure to be reduced, the health plan reserves would have to be paid back over several years.

After a careful examination of costs, CCA has proposed an option to the district for remaining self-insured in which all employees would pay \$140 a month in pre-tax dollars and the district would pay

\$140 per employee a month, for a total of \$280 a month per employee, to start repaying the health insurance reserves fund. The district also would continue to pay its contractual obligation of \$1,212.54 per month for each employee's health plans, a total of approximately \$20 million per year.

We estimate that after four years of payments, we will have restored the required reserves amount. While no one likes the idea of paying for health insurance, we believe this proposal is one possible option for staying self-insured.

We are waiting to hear if trustees will approve this proposal. If they do approve it, faculty and CSEA would know how much staying self-insured would cost compared to the cost of the plans in the pool, and this would allow both groups to decide which direction they prefer. Once that decision is made, negotiators would be able to start the process of selecting health plans.

If trustees do not approve this proposal, that decision also would tell us where we stand. We will keep you posted on what we hear, but we wanted you to know that we are working on your behalf to come up with possible options. We also will send a survey out to all faculty members and retired faculty to hear your feedback on this important issue. While we want to know how all faculty feel, as you know, only CCA members as of Feb. 22, 2016 will be able to vote and decide this and any other proposed contract changes during the spring CCA election set for April 20-21.

In other election news, it appears we also may have a draft agreement for CCA members to vote on regarding faculty working in prisons or correctional facilities. During our last negotiations session on Fri., Mar. 18, CCA and Vice Chancellor of Human Resources Abe Ali agreed on a draft memorandum of understanding, or MOU, on this issue.

Our next negotiations session is set for Friday, Apr. 15. Sincerely,

Kathy Freeman KCCD CCA President

Tom Greenwood Chief Negotiator Bakersfield College

Ann Marie Wagstaff Negotiator Porterville College

Matt Crow Negotiator

Cerro Coso Community College

Nicole Celaya Adjunct Negotiator Porterville College

Comparison of SISC Self-insured or self-funded plan with SISC pool plan

SISC Self-Funded (Current)	SISC Pool
Choice of up to 2 plans	Choice of up to 4 plans
District pays \$1,212.54 a month per employee. Under CCA proposal: Employee contribution would be included in monthly reserve payment of \$140; district also would pay \$140 monthly per employee.	District pays \$1,212.54 a month per employee, while employees pay about \$300/month for a similar plan to current coverage, or they pay lesser amounts depending on the health plan selected.
Under CCA proposal: Employees and district pay a total of \$280 a month for four years to rebuild health plan reserves.	Employees and the district do not have to pay anything additional to rebuild health plan reserves.

KCCD has greater control over health plan cost and plan choices.	SISC board controls the monthly premium amounts, health plan costs
No changes occur to current health plan coverage unless these are negotiated and approved by CCA	<u>SISC Pool Exceptions</u> to current health plan coverage would occur (see the list below).
SISC says health care costs could be subject to fluctuation due to smaller	SISC says health care costs could remain steady due to larger employee
Employees would agree to remain self-funded by September.	Employees would agree to choose plans in the larger SISC pool by

Note: According to SISC, a move to the SISC pool would be permanent. We could not move back to a SISC Self- Insured or self-funded plan.

SISC Pool Exceptions:

- Emergency room co-pay increases from \$50 to \$100 (waived if admitted).
- Chiropractic and physical therapy services would require pre-authorization by American Specialty Health (ASH) review. The current plan does not require pre-authorization.
- Transplants and bariatric surgeries are covered if done in SISC-designated Centers of Medical Excellence; patients would receive travel benefits.
- Therapy services for autism would be added through ABA (Applied Behavior Analysis). (Autism is not covered in the current plan.)
- Hearing aid coverage changes from \$1,000 every 36 months in the current plan to \$700 every 24 months.
- Inpatient surgery for hip, knee, and spine must occur in a Blue Distinction Plus facility.
- X-rays, lab tests, DME (durable medical equipment), and physical medicine services (chiropractic, acupuncture, and physical and occupational therapy) only will be covered if done through a network provider.
- Custom molded orthotics (therapeutic shoes or inserts) are limited to two pairs per calendar year. (These are unlimited in the current plan.)
- Out-of-network limits to be aligned with SISC standard. SISC pool will pay \$600 per day for a non- contracting hospital. (Current plan has no limit.)
- Outpatient prescriptions would be limited to SISC pool list to limit costs. (Current plan has fewer prescription limits.)

Student Representative (Graves)

<https://www.bakersfieldcollege.edu/osl>

Fitzgerald shared that SGA is holding conversations regarding an interest in having Public Safety carry firearms. They are surveying how students feel about this issue and it is apparent that most state “we want an armed presence”. SGA is looking into possibly seeking outside support for this effort. It was suggested that this topic be researched further.

Faculty Appointments:

- a) Standing Committee Appointments
There were no Standing Committee Appointments to review.
- b) Screening Committees Appointments

Counselor (Online)

Kahaled Hussain (Administrator)
Alice Desilagua (Counseling)
Barbara Braid (Counseling)
Shohreh Rahman (Counseling)
Harold "Hal" Mendoza (BMIT)

***Committee was approved by the Academic Senate on 1/27/16, 2 members have been replaced (the committee has not started to meet yet)*

*****A motion was made to approve the Online Counselor Committee, M/S/C: Harding/McQuerrey.***

Unfinished Business:

- a. Student Success & Equity Committee (Holmes)
 - The committee was approved by the Executive Board 3/2/16
 - The committee was reviewed by College Council 3/4/16.The first committee meeting date will be **March 29th at 4pm in A-5** and then every other Tuesday.

*****A motion was made to approve the Student Success & Equity Committee, M/S/C: Rosellini/Vickrey.***

- b. Senate Meeting Times (Thorson)
Holmes reported the Academic Senate discussed its meeting time and sent out a survey to gather feedback if a change of time would better accommodate faculty. The regular meeting day/time: Every other Wednesday from 3:30pm-5:00pm.

Holmes reported the results of the survey are to remain at the same time.

- c. 2018-19 BC Academic Calendar (Holmes)
Thorson reported that all three colleges are having challenging discussions regarding the calendar. **The Calendar Task Force Committee** will send out a revised calendar survey. The Senate inquired if there was a student on the task force. It was recommended that we do a student survey or present at the student committee.

Calendar Topics:

- Start date for Spring (start after MLK holiday)
 - Issues with the change of this date are with- Financial Aid, IT and Enrollment

- Thanksgiving break

d. Ethics Point (Holmes)

Description: allows for disciplinary action initiated by an anonymous complaint.

A meeting is being arranged for the task force.

e. Vote of No Confidence of Chancellor (Holmes)

The Senate agreed to leave this item on the agenda (table) for now with no further action. If there is nothing official in the next 6 to 9 months for a search for a chancellor, then this item can be placed back on the agenda.

**** There was a motion to table the Vote of No Confidence of the Chancellor, M/S/C: Stanifer/Kirst.**

f. BP 4D1D Minimum Graduation Req. (Holmes)

Description: Moving sections 4D1E1-4D1E3, 4D2C and 4D3C to procedures. Academic Senate is requesting the following language change: "All courses applied towards a degree or certificate of study, including courses in the general education pattern must be completed with a "C" or better, or a "P" if the course is taken on a pass/no pass basis." Additional discussion of whether language changes or additions are necessary due to BC offering a Baccalaureate degree.

There is nothing new to report on this item.

g. BP6A Unrepresented Employees (Holmes)

Description: Language regarding Chancellor's powers thoroughly discussed. BC's attempt to stop the centralization of authority within the Chancellor's position was met with great resistance. End result, recommended language change will continue in the process. CCLC Consultant, Jane Wright, to review all aspects of BP6A-H and make recommendation.

There is nothing new to report on this item.

h. AP 3C1 (a) Meals and In-State Travel Allowance for Students (Holmes)

Description: Change to item 6, requiring meals be purchased on a group basis.

Holmes reported there is no longer any reimbursement for the first day of travel. This will be implemented in July. The reimbursement could be offered if overnight stay was included. This is an IRS law that is being implemented. Holmes also shared that there is an increase in funding for meals for student AP travel.

i. AP 3C1 (b) Student Travel Authorization (Holmes)

Description: Adding new language that employee must purchase meals on a group basis.

There is nothing new to report on this item.

- j. AP 3C3A(b) Claim for Travel (Holmes)
Description: Changes to travel reimbursement including having purchase orders in place prior to travel (#3 Steps to activate travel) and meals will only be reimbursed when an overnight stay is required (#2 Living Expenses).

There is nothing new to report on this item.

- k. AP 3C3A (a)(b) Claim for Travel Reimbursement (Holmes)
Description: Update of form.

There is nothing new to report on this item.

- l. AP 4J Sexual Assault on Campus (Holmes)
Description: BP 4J (prior 4K)

This item was tabled at DCC.

New Business:

- A. Class Size Task Force (Staller)
This item was not addressed.
- B. Strategic Directions Report (Holmes)
This item was not addressed.
- C. Committee Charge update (Holmes)
This item was not addressed.
- D. BP & AP 4F9 Student Records Directory/FERPA Release (Holmes)
This item was not addressed.
- E. BP & AP 4I Criminal Background Checks (Holmes)
This item was not addressed.
- F. BP 4C Academic Regulations (Holmes)
This item was not addressed.
- G. AP 4C1 Academic Regulations (Holmes)
This item was not addressed.

Adjournment:

The meeting was adjourned at 4:59p.m.

Respectfully Submitted, Tarina Perry