

**ACADEMIC SENATE of BAKERSFIELD COLLEGE**

**April 13, 2016 – 3:30 p.m.**

**Collins Conference Center**

APPROVED MINUTES

**PRESENT:** Alisha Loken (by Proxy), Bill Kelly, Chad Newton, Charles Kim (EB), Dan Kimball, Fitzgerald Graves (SGA), Greg Chamberlain, Joyce Kirst, Kathy Rosellini, Kimberly Nickell (EB), Klint Rigby, Kurt Klopstein, Laura Peet, Lisa Harding (EB), Mark Staller (EB), Marsha Eggman, Matt Garrett (EB), Neal Stanifer, Rachel Vickrey, Reggie Bolton, Reginald Williams (by Proxy), Richard Marquez (EB), Ron Grays, Steven Holmes (EB), Susan McQuerrey

**ABSENT:** A. Todd Jones, Andrea Thorson (EB), Anna Agenjo, Anna Poetker, Bryan Hirayama (EB), Billie Joe Rice (EB), Christian Zoller, David Neville (EB), Denise Norris, Gayla Anderson, Ishmael Kimbrough, John Carpenter (EB), John Giertz (EB), Kris Stallworth, Qiu Jimenez, Robby Martinez, , Ronnie Knabe, Tom Greenwood (EB)

**GUEST:** Catherine Francis, Corny Rodriguez, Nick Strobel

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**Call to Order**

The meeting was called to order at 3:32p.m.

**Good, Welfare and Concerns:**

There were no good and welfare concerns.

**Opportunity to Address the Academic Senate**

- a. Dual Enrollment (Corny Rodriguez/Catherine Francis)

Corny Rodriguez, Dean of Instruction and Catherine Francis, Dual Enrollment Program Manager provided an overview on Dual Enrollment. Dual Enrollment- under provisions of the California Education Code, K-12 students are permitted to take college classes as special admission students.

Catherine Francis explained she is working with 5 high schools and 1 continuation school in the Kern High School District that has provided her with a list of 2016 Fall proposed classes and that she emailed this list (4/7/16) to all the Faculty Chairs. Francis requesting feedback on the following:

- What should we consider?
- What should we not consider as adequate?
- What is appropriate Dual Enrollment courses?

Presently, we have Dual enrollment in Delano, Wasco, McFarland, Shafter, Foothill, Arvin, North, Centennial and South. There are other programs, such as, Concurrent Enrollment, and the Game changer- for Arvin High School.

Rodriquez shared he is attending a meeting with Dual Enrollment leads on 4/26 to work through details of program issues and he will inform the Senate about the outcome at a

follow-up meeting. One noticeable issue is that there are too many administrators overseeing the program, and it is recommended to have only one lead. It was suggested that a brochure that explains the various areas would be helpful. The Senate expressed concern that foundational skills are required at the high school level and need to be addressed and options will need to be identified that are appropriate for these students, such as, lab hour requirements, rigor and minimum quals.

The Senate shared that instructors teaching the classes should meet minimum qualifications as a requirement. **Members of the Senate wanted to make it clear that they were not attempting to shut down Dual Enrollment and believe it is good for BC; however,** They stressed concerns that as instructors, communication is important, since the departments did not discover about the connection until they were contacted directly by KHSD for a copy of the class syllabi.

It was recommended that the Senate establish a procedure to follow or an ad hoc committee to provide a regular update on this issue. The Senate will do a committee call for a Dual Enrollment Ad Hoc Committee. Holmes will informally discuss this topic with President Christian and Vice President Gomez-Heitzeberg (sharing syllabus, more communication, etc.)

### **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 30, 2016, M/S/C: Stanifer/McQuerrey.***

***\*\*A motion was made to suspend the agenda to SGA report, MSC: Kelly/Kirst.***

### **President's Report (Holmes)**

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

Holmes reported that it has been 2-weeks since he has requested copies of Job duties and justification of the 8 additional positions for next year.

#### **➤ *Key Card Access***

BC will be the last institution to install this key system and the start date is December 13, 2016. It will take 295 days to complete the process and the project shift will be from 10pm-6am.

#### **➤ *BOND 2016***

Holmes shared that at this time we have Academic freedom to discuss this topic until the BOT has voted on this item. Holmes reminded the Senate that KCCD will be on the ballot instead of "BC", so please inform everyone of this important detail. The deadline for the BOT to make a decision on

approval of the Bond is July in order to be placed on the ballot. The Bond website: <https://www.bakersfieldcollege.edu/facilityneeds>

➤ **Policy/Procedure update**

- BP&AP 4F9 Student Records Directory
- BP&AP 4I Criminal Background Checks
- BP 4C Academic Regulations- Credit by Examination
- AP 4C1 Academic Regulations- Credit by Examination

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

The results are included in the packet and posted to the Senate website

➤ **Committee Co-chair Elections**

There are vacancies for AIQ, Curriculum, ISIT, Assessment, EMC, Facilities & Sustainability, and Scholarship. The nominations will be announced on April 4<sup>th</sup> through April 18<sup>th</sup>.

AIQ (Staller) –Report submitted as written

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

Vacancies: Basic Skills, General Education, CTE

***April 13, 2016 Academic Senate Written Reports by Mark Staller, Faculty Co-Chair of Accreditation and Institutional Effectiveness Committee (AIQ) and Enrollment Management Committee (EMC)***

**AIQ Report:**

- *Two ACCJC Accreditation workshops have been held this Spring. The most recent ACCJC workshop was at Bakersfield College on Friday, April 1. A team of BC administrators and faculty members attended this workshop.*
- *Since the baccalaureate program at BC is starting Fall 2016, ACCJC will need to pay a Site Visit within six months of the start of this baccalaureate program.*
- *At the April 8 College Council meeting, AIQ Co-Chairs Kate Pluta (administrative co-chair) and Mark Staller (faculty co-chair) presented some basic information about the Accreditation process BC is once again gearing up for, including a general accreditation timeline and information about a new accreditation element, the Quality Focus Essay (QFE).*
- *Since BC's Institutional Self-Evaluation Report (ISER) is due Spring 2018, we will begin work in earnest on our ISER this Fall 2016. Whereas the ISER may be several hundred pages long, it will have a 5,000 word (maximum) Quality Focus Essay addendum that will set out two or three action projects suggested by our institutional self-evaluation.*
- *The Deadline for committees and individuals to submit their Strategic Directions reports to AIQ is April 21. AIQ will be synthesizing these reports and reporting out to College Council about the progress on our BC strategic initiatives.*
- *AIQ is tasked with doing an annual evaluation of district and college services. AIQ is preparing the first annual College Services Survey which we hope to send out by email to all BC personnel in the next couple of weeks.*

Assessment (Neville)

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

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

- **Tabled 4/27**

Budget (Holmes)

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

Vacancies: Basic Skills/ESL/English

- **Tabled 4/27**

Curriculum (Rice/Carpenter)

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

Vacancies: Biological Sciences

No report

Holmes shared that the Curriculum Committee voted unanimously to adopt the eLumen software package.

Enrollment Management (Staller)-*Report was submitted as written*

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

Vacancies: CTE

*April 13, 2016 Academic Senate Written Reports by Mark Staller, Faculty Co-Chair of Accreditation and Institutional Effectiveness Committee (AIQ) and Enrollment Management Committee (EMC)*

**EMC Report:**

- *The third and final EMC Roundtable will take place this Thursday, April 14, in the Collins Conference Center from 2:30 p.m. to 4:00 p.m. This final EMC Roundtable has three primary presenters: Steven Watkin will highlight some of BC's Outreach programs and initiatives, Cornelio Rodriguez will explain the ins and outs of Dual Enrollment, and Kimberly Van Horne Bligh will advertise BC's ambitious and continually expanding/improving Summer Bridge program. Please join us in the Collins Conference Center tomorrow afternoon at 2:30 p.m.*
- *A special EMC meeting is scheduled for Tuesday, April 26, in order for EMC members to have one final work session focusing on BC's written Strategic Enrollment Management Plan (SEMP). The EMC wants to distribute a completed draft of the SEMP by the end of the Spring 2016 semester. The SEMP will need to be approved by the Academic Senate and College Council in Fall 2016.*
- *The second meeting of the EMC Class Size Task Force is scheduled for April 28 from 1:00 p.m. to 2:30 p.m. The Class Size Task Force is compiling a list of class size issues and concerns to be shared with the BC campus community.*
- *Mark Staller is completing his two-year appointment as EMC Faculty Co-Chair. The Enrollment Management Committee has been meeting once a month on an early Tuesday afternoon. The nomination period is now open for a new EMC Faculty Co-Chair. Please submit your name to the Academic Senate secretary, Tarina Perry, if you would like to serve as the 2016-2018 EMC Faculty Co-Chair.*

**Enrollment Management Outreach Roundtable**  
**Thursday, April 14, 2016 from 2:30pm to 4:00pm**  
**Collins Conference Center**  
**Presenters: Steve Watkin (Outreach Programs)**  
**Corny Rodriguez (Dual Enrollment)**  
**Kimberly Bligh (Summer Bridge)**

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

Vacancies: None  
No report.

ISIT (Marquez) –Report was submitted as written  
<https://committees.kccd.edu/bc/committee/isit>

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

*Information Systems Instructional Technology (ISIT) Report: April 6, 2016*

*Prepared by Richard Marquez, ISIT Co-chair*

*Since my last report, the ISIT Committee has met on April 4, 2016.*

*The following items were discussed at the April 4 ISIT meeting:*

- *Employee Technology Needs Survey – This annual survey has gone out to all BC employees. The survey is available until April 12, 2016.*
- *The Canvas committee will be meeting on Wednesday to discuss the summer pilot of canvas and its implications on Moodle. Tracy Lovelace will send out an email once the meeting has occurred with more details.*
- *The committee voted to make a slight change to the Program Review Technology Request form. Line 16 asks the user to prioritize the request as “vital,” “essential,” or “Would Like to Have.” We will be removing the word “essential.”*
- *The Strategic Directions Report is currently being worked on by the co-chairs. It is due to the AIQ committee by April 21. Before submission to AIQ, the report will be shared with the ISIT committee for input.*
- *Todd Coston presented the committee with a lengthy discussion about the 4 IT positions that are proposed for the district office. After giving some background on the IT operations at the district office, Todd defined each of the proposed positions, 2 management and 2 non-management, and the rationale behind them. He also shared that the 2 management positions were previously approved and funded. The 2 non-management positions would require new funding.*

*Todd Coston along with the IT Directors from the other two colleges prepared their support for these positions along with a draft organization chart which was presented to the presidents of all three colleges. After discussion, all three presidents, along with the Chancellor were in agreement*

with the recommended reorganization (tentative) of the District IT and the necessity of hiring for these 4 vacant IT positions.

Todd Coston, along with the other IT managers is willing to meet with any interested campus committees who might have questions.

Todd Coston attended the Senate Executive Board meeting on April 6, 2016 to share this same information and answer question from the eboard. All of the eboard members were satisfied with Todd's presentation and the transparency of the proposed changes to the District IT department.

The next ISIT meeting is scheduled for Monday, May 2, 2016 in Levinson 40.

#### Professional Development Committee (Giertz)

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

Vacancies: None

- **Tabled 4/27**

#### Program Review (Nickell)-Report was submitted as written

<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

**Report to Academic Senate for April 13, 2016**

*Kim Nickell, faculty co-chair*

#### **Program Review Committee (PRC)**

See <https://committees.kccd.edu/bc/committee/programreview> for supporting documents

Currently, the committee is working on the following:

- 1. PRC is working on the following:**
  - 1. Updating AU and Comp Equity questions using the Equity and PRC "Crosswalk" for more appropriate questions for these areas**
  - 2. ISIT and M&O forms will be updated and Assessment forms will be created before May Summit Workshop (Thank you to those areas for their hard work!)**
  - 3. PRC is on the schedule for May 2016 Summit Workshop**
- 2. Ratified list of programs is being reviewed so that Annual Update and Comprehensive packets can be distributed to all appropriate programs and areas.**
- 3. Strategic Directions Report in progress.**

If you have any questions, please check the committee's page, contact me, or contact your representatives on the committees. If your area has no representation on the committee, please consider joining us.

**Co-Chairs:** Manny Mourtzanos-administration, Kristin Rabe- classified

**Members**-Diane Allen, Counseling/Delano; Anna Agenjo, Library; Jennifer Johnson, Faculty Chair & Directors Council (FCDC); Kate Pluta, English; David Neville, Assessment Committee Liaison; Mark Staller, Communication; Bernadette Towns, FACE; Andrea Tumblin, Mathematics; Hal Mendoza, Business; Mark Osea, Counseling.

**Administrators**-Sue Vaughn, Enrollment Services; Laura Lorigo, Administrative Services; Liz Rozell, STEM

**Classified**- Meg Stidham, CSEA designee

**Student**- SGA: vacant

**Research representative** from District Office: Michael Carley.

Treasurer (Kim)-Report was submitted as written

**Academic Senate Funds**

**3/25/15**

|  |                            |          |
|--|----------------------------|----------|
| BC Faculty Senate Student Accounts (#5101) | \$632.10                   |          |
| Levinson Award Account (#5310) \$15,346.88 | but only 5% can be used so | \$767.34 |
| Academic Senate Account Retiree (#100)     | \$3,913.62                 |          |

**9/30/15**

|  |                            |          |
|--|----------------------------|----------|
| BC Faculty Senate Student Accounts (#5101) | \$283.25                   |          |
| Levinson Award Account (#5310) \$15,115.05 | but only 5% can be used so | \$755.75 |
| Academic Senate Account Retiree (#100)     | \$4,621.62                 |          |

**10/22/15**

|  |                            |            |
|--|----------------------------|------------|
| BC Faculty Senate Student Accounts (#5101)   | \$421.77                   |            |
| Levinson Award Account (#5310) \$14,698.46   | but only 5% can be used so | \$734.93   |
| Shirley Trembley Account (#5510) \$86,223.60 | but only 5% can be used so | \$4,311.18 |
| Academic Senate Account Retiree (#100)       | \$4,796.12                 |            |

**11/17/16**

The Academic Senate Account Retiree (#100) was closed and combined with the account that was found and the title was changed to BC Academic Senate/Retd. Studt. Account (F3200.5101)

**1/26/16**

|  |                            |            |
|--|----------------------------|------------|
| <b>NEW BC Academic Senate (#F3300 0210)</b>          | \$22,947.80                |            |
| Levinson Award Account (#5310) \$14,810.89           | but only 5% can be used so | \$740.54.  |
| Shirley Trembley Account (#5510) \$86,414.19         | but only 5% can be used so | \$4,320.70 |
| BC Academic Senate/Retd. Studt. Account (F3200.5101) | \$6,842.88                 |            |

**4/09/16**

|  |                            |            |
|--|----------------------------|------------|
| <b>NEW BC Academic Senate (#F3300 0210)</b>          | <u>\$22,001.62*</u>        |            |
| Levinson Award Account (#5310) <u>\$14,427.31</u>    | but only 5% can be used so | \$721.14   |
| Shirley Trembley Account (#5510) <u>\$83,941.60</u>  | but only 5% can be used so | \$4,197.08 |
| BC Academic Senate/Retd. Studt. Account (F3200.5101) | <u>\$4,861.86 **</u>       |            |

\*Scholarship awarded to a Joshua Sosa and the stock market values dropping

\*\* Scholarship awarded to Joshua Sosa and Peter Loudon at \$250 each and the stock market

The Margaret Levinson Award is below the \$1,000.00 customary amount and the Senate will need to supplement the difference.

Secretary (Garrett)

No report.

ASCCC Representative (Greenwood)-Report was submitted as written

#### **ASCCC Update**

*The Area A meeting was at Butte College was held on Friday, April 1. I attended the meeting by phone through CCC confer. Academic senate presidents and delegates were in attendance from the area, as well as ASCCC president David Morse and some of the ASCCC executive board.*

*Here were some of the key highlights of the Area A meeting:*

- *Last fall, the ASCCC passed a resolution to look for another accrediting agency and the CCC Board of Governors supported this move. This spring, in Yosemite, 72 college presidents came together and voted in favor of looking for another accreditor. 96% of the college presidents were in favor of this move. For now, a task force (made up of college presidents, chancellors, and the ASCCC president) will work together with the ACCJC on immediate issues. The long term plan is to find an accreditor that can work with the baccalaureate programs that have been established by 15 California community colleges.*
- *CCC State Chancellor Harris has just retired and a search for his successor is ongoing. There have already been a first of round of interviews that have taken place.*
- *There is discussion about reexamining the 50% law. Some are wondering if there is another way to approach this. A task force of 9 members (3 College CEO's, 3 ASCCC representatives, and 3 union representatives – one from each union organization) are looking into this. Whatever results come from this task force would have to be vetted by all constituencies. There may be a proposal or a break out session on this topic at the fall plenary session.*
- *There was a great deal of discussion on Resolution 3.01, Diversifying Faculty to Enhance Student Success. There were concerns that this resolution might be in conflict with Proposition 209. Some said the purpose of the resolution was to hire faculty that understand the diversity of the student population of the California community colleges. The resolution is included in this update. The spring plenary session will be in Sacramento, from Thursday, April 21 to Saturday, April 23. Voting on the resolutions, takes place on Saturday, April 23. There are now additional resolutions that have been added from the area meeting. The list of resolutions can be found at <http://asccc.org/events/2016-04-21-150000-2016-04-23-230000/2016-spring-plenary-session>*

### **3.0 AFFIRMATIVE ACTION/CULTURAL DIVERSITY**

#### **3.01 S16 Diversifying Faculty to Enhance Student Success**

*Whereas, Studies have indicated that a more diverse faculty workforce can enhance student success and may help to close achievement gaps for underrepresented students by as much as 20% to 50%<sup>1</sup>;*

*Whereas, Since the publication of the Academic Senate Paper A Re-examination of Faculty Hiring Processes and Procedures in Fall 2000, the ASCCC has passed 15 resolutions reaffirming positions*



*that express the need for and value of faculty diversity, yet a great disparity between the faculty diversity and the diversity of the student population remains, as approximately 70% of faculty in the system are white while nearly 70% of the students are non-white<sup>2</sup>;*

*Whereas, Education Code Section 87100 (a) (3) cites the need for a “work force that is continually responsive to the needs of a diverse student population,” and hiring practices that promote the development of a workforce better able to serve student needs can work to reduce biases in hiring processes and combat the persistent perception that initiatives to promote the hiring of ethnic minorities compromise professional and academic standards; and*

*Whereas, Practices that promote the recruitment and hiring of faculty who can serve the needs of diverse student populations will ultimately lead to a more diverse faculty workforce by focusing on and identifying candidates that can best understand, communicate with, and advocate for diverse student populations, thus increasing both faculty diversity and student success;*

*Resolved, That the Academic Senate for California Community Colleges provide rigorous and easily accessible training to educate colleges and faculty on ways in which they can increase the ethnic diversity of faculty through multiple targeted actions to recruit and hire faculty who are best able to serve the needs of diverse student populations while in no way compromising the professionalism nor standards of academic programs; and*

*Resolved, That the Academic Senate for California Community Colleges develop guidelines for local academic senates to work jointly with collective bargaining agents, EEO Officers, and Human Resources Offices in order to ensure hiring practices reflect the urgency for developing a work force responsive to the needs of diverse student populations and to correct misperceptions about obstacles to promoting faculty diversity.*

Resolutions:

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

CCA (Freeman)

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

Student Representative (Graves)

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

- SGA is circulating a survey regarding arming Public Safety to Faculty/Students:  
<https://www.surveymonkey.com/r/XDTL2JC>
- A calendar survey for Thanksgiving week is being sent out next week (note: adding a week in December).

- Graves is involved in the Class Size Task Force and mentioned challenges with classroom seating. The Task Force has its last meeting on 4/28 and he asked the Senate to send any concerns about this issue his way.
- Students requested a Physics class for summer 2016.
- Garden Fest is scheduled for April 16, 2016.

### **Faculty Appointments:**

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

### **Unfinished Business:**

- a. 2018-19 BC Academic Calendar (Holmes)  
The Senate agreed to vote on the following dates the next/final meeting (4/27/16):
  - 8/18/2018 Start date
  - 1/12/2019 Start date

- b. Ethics Point (Holmes)  
*Description: allows for disciplinary action initiated by an anonymous complaint.*

Holmes shared the first meeting took place Tuesday, April 12<sup>th</sup>. Members include: Neal Stanifer, Reggie Williams, Pam Kelley, Stephen Tavoni, Janet Tarjan, Andrea Garrison (CCA), David Moton and Steven Holmes. A round table discussion was held and assignments were distributed. A 2 month timeline is expected before seeing a resolution because the group is collecting information at this time. The problem is more with the process that the complaints are following.

- c. Vote of No Confidence of Chancellor (Holmes)  
***Tabled 3/30/16***

- d. 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.

- e. 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.

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

This item was **tabled** at DCC.

- g. eLumen Software  
Holmes reported that two experienced Committee Co-chairs are retiring at the end of the semester. We will have new co-chairs with very little experience. This will require a faculty member to have release time to dedicate to a transferring from one software to another.

***\*\*A motion was made to support additional release time for the Curriculum Committee Co-chairs dedicated to the transferring of the work related to the software start-up/implementation, M/S/C: Chamberlain/McQuerrey.***

***\*\* A motion was made to accept the ELumen software package for adoption, M/S/C: Chamberlain/Rosellini.***

#### **New Business:**

- A. Class Size Task Force (Staller)  
This item was not addressed.
- B. Strategic Directions Report (Holmes)  
This item was not addressed.

#### **Adjournment:**

The meeting was adjourned at 5:01p.m.

Respectfully Submitted,  
Tarina Perry