

**ACADEMIC SENATE of BAKERSFIELD COLLEGE**  
**October 3, 2018 – 3:30 p.m.**  
**Library 149**

APPROVED MINUTES

**PRESENT:** Karimeh Amin, Hunter Bishop (SGA), Alan Bolar, Angela Bono, Victor Diaz (EB), Matt Garrett (EB), John Giertz (EB), Lisa Harding (EB), Michelle Hart, Bryan Hirayama (EB), Steven Holmes (EB), Jeffrey Huston, Jennifer Jett, Qiu Jimenez, Jennifer Johnson (EB), Matt Jones, Bill Kelly, Keri Kennedy, Charles Kim (EB), Kurt Klopstein, Alisha Loken, Jose Lopez (SGA), Teresa McAllister (EB), Erica Menchaca (EB), Chad Newton, Kimberly Nickell (EB), Laura Peet, Deborah Rosenthal (EB), Glenn Samples, Nick Strobel, Heather Shaffstall, Kris Toler, Reggie Williams, Brent Wilson (EB), Phil Whitney, Jessica Wojtysiak (EB)

**ABSENT:** Gayla Anderson, Pam Boyles, (EB), Carl Dean, Shae Flores, Ron Grays, Pam Kelley (EB), Robby Martinez, Michael McNellis (EB), Krista Moreland (EB), Jeannie Parent

**GUEST:** Craig Hayward, Dale Van Dam, Mandy Liang, Elizabeth Romero, Duncan Sutton

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**CALL TO ORDER**

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

**GOOD, WELFARE AND CONCERNS**

Brenda Freaney is out of the office with an illness.

**OPPORTUNITY TO ADDRESS THE SENATE**

Institutional Set Standards (ISS)

Presentation given by Craig Hayward, Director of Institutional Effectiveness

ISS history

*Data Coaches: 2/1/17; 2/28/17; 4/18/17; 2/12/18; 2/15/18*

*Academic Senate Exec: 3/29/17; 2/15/18*

*Academic Senate General Session: 4/5/17; 9/1/17; 9/15/17; 2/21/18;*

*College Council: 3/17/17; 4/7/17; 4/21/17; 9/1/17; 9/15/17; 10/6/17; 2/2/18; 9/7/18*

*Presidents' Cabinet: 3/27/18; 4/1/17*

*AIQ: 9/25/18*

Notes from Data Coach ISS review session (2/13/18)

*-Don't change remedial pass rate standard; there is a long-term trend downward and this trend is expected to continue as more students with stronger academic backgrounds are shifted directly into transfer-level classes. This trend will need to be countered by additional academic support, curricular redesign work, etc.*

*-Set the transfer-level math and English achievement metrics high. We expect to seriously move the needle on these metrics. Need additional research from OIE on what the actual math throughput rates are when **PSYC B5** is included in the math metric calculation.*

*-Check for updates to the Perkins data for employment rates. We have two programs with 50% employment rates as standards.*

Notes from Academic Senate General Session (2/21/18)

- Increase fall course success rate goal by 2% (i.e., to 72%).
- Increase standards for certificate and associate degree awards to equal the five year average.
- Don't change the standard on course success rates for basic skills courses. This is an expected change.
- Get additional information on transfer-math completion metric from OIE.

AIQ review (9/27/18)

- Added Bachelor's degree ISS with standard set to the size of the first graduating class and goal set to the size of the largest cohort.
- Propose deleting two-year completion of transfer-level English and math since this is aligned with neither our GP momentum points nor the student-centered funding formula.
- Propose shifting from Scorecard to OIE data source for completion of transfer-level English & Math for quicker updates and inclusion of PSYC B5 in transfer math.

Visit the [Academic Senate](#) to view the ISS Table.

This will be a FIRST READ since it is coming from AIQ.

Questions: Are students who are not transfer students being captured in this metric? This metric is only capturing a general number and not selective. *Renegade Scorecard* shows not all BC students intend to transfer.

**ADDITIONS TO THE AGENDA**

There were no additions to the agenda.

***M/S/C: N. Strobel motioned to suspend the agenda, A. Loken seconded; motion carried.***

**APPROVAL OF MINUTES:** September 19, 2018

***M/S/C: G. Samples motioned to review and approve the minutes as amended, M. Garrett seconded; motion carried.***

Amendments:

- AIQ report, strike "expressed grave concern about the many"
- Michelle Hart was present (called into meeting)

**REPORTS**

President's Report

***Welcome to the members of the Accreditation Visiting Team:***

- Dr. Duncan Sutton, Director of Institutional Effectiveness and Strategic Planning, Crestmont
- Mr. Dale van Dam, Vice President of Instruction Accreditation Liaison Officer, Reedley College
- Dr. Mandy Liang, Interim Associate Dean of Matriculation and Assessment, City College of San Francisco
- Ms. Elizabeth Romero, Child Development Instructor/Academic Senate President, Clovis Community College

**Election Update**-English Department Chair Special Election was held and Richard Marquez was appointed to the position, but has since resigned. The Senate office has initiated a new election and nominations were sent out (deadline is Oct. 15).

**District Consultation Council (DCC) Update-**

<https://committees.kccd.edu/committee/district-consultation-council>

Several Board Policies are under review: **BP/AP 6J, BP6B & 6C-Confidential and Management Employees, AP7D4A-Discriminations and Harassment Complaints and Investigations**. One in particular which allows the Board to issue 3-yr contracts to senior administrative positions including college presidents, violates policy. Revisions are being submitted for compliance.

**District Wide Budget Committee (DWBC) Update-** Proposal was made to the Board Finance Committee of 15-18% range for district -wide and a 5% college minimum. The Finance Committee sent back the proposal to the Budget Committee for greater analysis. It was finally agreed upon to recommend the District establish an unrestricted reserve minimum of 15% and a maximum of 20% with the understanding each college maintain a minimum reserve of 3%.

Also discussed were plans to implement a better system of obtaining the Districts AUR's by establishing a timeline and a general process to follow in the future.

The next DCC meeting is scheduled for Oct. 23<sup>rd</sup>.

**College Council Update**-Meta-Major Pathways with Education and Ag, Nutrition and Culinary Arts. Concern is with lack of enrollment in 15 units required for completion. The CC committee charge and work plan were approved.

**BOT**-the District Budget for 2018-19 was adopted. The District-wide reserve is 54 Million (31.89% of our budget); 13.3 million belongs to BC.

50% Law- overall calculation is 51.85.

FON- maintain 2 FTE over the requirement.

The proposed lease agreement for the BC Southwest property is being referred to the Board Finance Committee to review.

**President/VP Update**- Public Safety plan for the college was received from the Chancellor. This will be brought to the E-Board for review.

Education Department Proposal will be on the next agenda.

AB 705- Math Dept. has reported they have been very active in attending meetings, webinars, in final state of submitting final courses to the Curriculum Committee to be in compliance in Fall 2018.

**COMMITTEE REPORTS**

Accreditation & Institutional Quality (Wojtysiak)-No report.

Assessment (Wilson)-report submitted as written

Assessment Committee Report 10/3/18

## **Training**

- *One training workshop during FCDC Academy (8/8) for generation of SLO Performance Report and SLO-PLO mapping in eLumen*
- *Two training workshops during Fall Opening Day (8/16) for new Program Review Assessment Report*
- *Two training workshops during FLEX week (8/13 & 8/14) for faculty submission of SLO assessment data in eLumen*
- *One training workshop during AC meeting (8/31) for AC members to generate SLO Performance Report in eLumen, necessary for Program Review Assessment Report*
- *One training workshop during AC meeting (9/14) for AC members to review SLOs as part of the curricular workflow process in eLumen*

## **Accomplishments**

- *Began implementation of SLO review process in curricular workflow of eLumen; as of 10/1:*
  - *22 courses have reached at least Stage 4 (going to first agenda curriculum committee 10/4)*
  - *32 courses currently being reviewed by AC*
  - *4 programs currently being reviewed by AC (first assignments next meeting 10/12)*
- *Updated assessment plans for 18-19 AY; posted to AC website mid-September*
- *Working towards completion of SLO-PLO mapping in eLumen; as of 10/1:*
  - *138 / 154 = 90% programs fully mapped in eLumen*

## **Future Work**

- *Work with curriculum committee to document SLO, PLO, ILO, GELO mapping changes as part of curricular process in eLumen*
- *Read, review, and report out on submitted Assessment Reports for 18-19 Program Review*
- *Address changes to SLOs effective Summer 2018 to clean up SLO-ILO mapping*
- *Continue working on SLO-GELO mapping*

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### **Assessment Committee Goals for 2018-2019**

*Goal 1: Provide the knowledge and training necessary to create, regularly assess, and report student learning outcomes (SLOs & PLOs).*

- *Linked to ACCJC I.B.1, I.B.2, I.B.5, I.B.8, II.A.1*
- *Linked to BC Strategic Goals 1.8*

*Goal 2: Supports collecting and reviewing of assessment data and facilitates organizing processes to support student learning.*

- *Linked to ACCJC I.B.4, I.B.5, I.B.8, II.A.3*
- *Linked to BC Strategic Goals 1.8*

Bookstore (McNellis)- No report

Budget (McAllister)-No report

Curriculum (Johnson/Menchaca)- report submitted as written

Activities to date (Aug. 1 – Sept. 20, 2018):

- *Committee Chairs facilitated a TOP code alignment workshop*
- *Presented COR requirements, Title 5 and PCAH changes to FCDC academy on August 8, 2018.*
- *Provided committee training at our first committee meeting September 6, 2018.*
- *Conducted eLumen workshop on September 27, 2018 focused on providing assistance to faculty who were updating or creating curriculum.*
- *Reviewed committee goals and committee charge. Approved by committee at the September 20, 2018 meeting.*
- *Increased communication to constituents:*
  - *Sent targeted communications to areas without -of -date courses needing revisions. 33/34 courses have started revisions or deletion.*
  - *Provide updates to FCDC as a standing FCDC agenda item.*
  - *Curriculum Committee page has been updated and resources have been added.*
- *Discussed the role of curriculum in the ISER, ensuring alignment of committee goals with strategic directions.*

Work plan for the semester

- *Assist faculty with the development of courses to comply with AB 705 implementation.*
- *Evaluating and adjusting eLumen workflows and processes to facilitate efficiency of curriculum review.*
- *Ensure the review/revision of courses that have expired or are approaching expiration are completed by November.*
- *Continue to communicate to faculty the regulations and processes associated with curriculum development.*
- *Continue to assist faculty in the development and modification of programs.*
- *Continue to assist faculty with the creation ADTs through to CCCCO approval.*
- *Continue to assist faculty through the process of course C-ID approval.*
- *Continue to ensure all courses reviewed by the Committee have SLOs and objectives.*
- *Continue offering curriculum clinics and training as needed.*

*Special thanks to the Academic Senate for the committee calls and to all Department Chairs for encouraging faculty participation. The 2018-19 Curriculum Committee has representatives from all departments except one!*

*Respectfully submitted,*

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

*Billie Jo Rice,  
Administrative Co-chair, Curriculum  
Committee*

Enrollment Management (Moreland)- No report

Equity Opportunity & Diversity (Hirayama)-No report

Equivalency (Ivey)-No report  
Facilities & Sustainability (Kelley)-No report  
Institutional Systems & Information Technology (Boyles)- No report

Professional Development (Giertz)-report submitted as written  
Professional Development Committee to the Academic Senate, Oct 3, 2018

By John Giertz, Faculty Co-Chair

*I. Opening week numbers*

*Fall 2018*

*Total who logged or signed in for the four days was 681*

*Total number of sessions was 76*

*Fall 2017*

*Total amount of sign in's 519*

*Total number of workshops 58 (this was a smaller opening week due to 1.5 days dedicated to Pathways Institute.)*

*Fall 2016*

*Total who logged or signed in was 700*

*Total number of sessions 52*

*II. Flex activities overview from 2017/2018 (Based on reading everyone's flex sheets.)*

*No longer having people claim flex for Ph.D course work. YEAH!*

*No one claiming flex for workshops in which they were paid. YEAH!*

*New issues: Biggest issue is faculty not providing much analysis or explanation of off campus professional development activities. The committee will be sending some updated guidelines regarding explanations*

*GREAT NEWS. Many more people are enjoying the various campus functions; Levan Center presentations, concerts, sporting events, public speakers that our campus has to offer.*

*SENATORS: Please encourage all your faculty to attend any of the wonderful lecture series, and public speakers series sponsored by Levan and our Student Government.*

Levan Center Lectures & Events:

<https://www.bakersfieldcollege.edu/levancenter/lectures-and-events>

### **Upcoming Events**

*Race, Citizenship, and the American Farmworker*

10/18/18

7:00 pm to 10:00 pm

*Renegade Roundtable - Does Our Society Send Too Many People to College?*

10/24/18

6:00 pm to 7:30 pm

*Deep Cuts and Conversation*

10/25/18

6:00 pm to 7:30 pm

*Art for the Planet, Art for the People!*

10/30/18

6:00 pm to 8:00 pm

*Gadfly Cafe - Suicide: In Pain, Protest and Honor*

11/14/18

12:30 pm to 1:30 pm

Program Review (Nickell)-No report

Scholarship (Monks)-No report

***M/S/C: M. Garrett motioned to suspend the agenda to Opportunity to Address, N. Strobel seconded; motion carried.***

### **OFFICERS' REPORT**

Vice President (Diaz)-AB705 Webinar coming up Oct. 13<sup>th</sup> and attending Plenary in the Fall.

Treasurer (Kim)-report submitted as written

*2018-19 Academic Senate Treasurer Report*

*By Charles Kim*

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#### **9/10/18**

*BC Academic Senate/Retd. Studt. Account (F3200.5101) \$13,940.00*

*NEW BC Academic Senate (#F3300 0210) \$21,839.03*

*M. Levinson Account (#5310) \$15,868.88\_but only 5% can be used so, \$793.44*

*S. Trembley Account (#5510) \$82,989.97\_but only 5% can be used so, \$4,149.50*

#### **4/10/18**

*BC Academic Senate/Retd. Studt. Account (F3200.5101) \$13,662.00*

*NEW BC Academic Senate (#F3300 0210) \$22,020.19*

*M. Levinson Account (#5310) \$16,554.06\_but only 5% can be used so, \$827.70*

*S. Trembley Account (#5510) \$87,813.47\_but only 5% can be used so, \$4,390.67*

#### **2/7/18**

*BC Academic Senate/Retd. Studt. Account (F3200.5101) \$12,720.16*

NEW BC Academic Senate (#F3300 0210)	\$22,020.19
M. Levinson Account (#5310) \$16,399.06 but only 5% can be used so,	\$819.95
S. Trembley Account (#5510) \$87,813.47 but only 5% can be used so,	\$4,390.67

### 9/11/17

BC Academic Senate/Retd. Studt. Account (F3200.5101)	\$9,648.88
NEW BC Academic Senate (#F3300 0210)	\$21,112.31
M. Levinson Account (#5310) \$15,504.63 but only 5% can be used so,	\$775.23
S. Trembley Account (#5510) \$84,200.81 but only 5% can be used so,	\$4,210.04

Secretary (Garrett)- No report.

Meeting highlights are emailed to all faculty following the meeting.

ASCCC Representative (Rosenthal)

Rosenthal is attending Area A and Fall Plenary

### Resolutions

Holmes informed the Senate the normal process is for the resolutions to be reviewed first by the E-Board; however, since these resolutions are a statewide discussion and furthermore to be transparent with this informational item. If the resolutions are considered they will be on the agenda for Senate prior to the Plenary.

1. Rigor
2. Unfunded Mandate
3. Completion
4. Default

Community College Association Representative (Greenwood)- report submitted as written

CCA Report

By Tom Greenwood, CCA President

Dear Faculty,

We want to remind all faculty of their **Weingarten Rights**.

*"If an employee has a reasonable belief that discipline or other adverse consequences may result from what he or she says, the employee has the right to request union representation.*

*When the employee makes the request for a union representative to be present management has three options:*

- (1) it can stop questioning until the representation arrives*
- (2) it can call off the interview or,*
- (3) it can tell the employee that it will call off the interview unless the employee voluntarily gives up his/her rights to union representation (an option the employee should always refuse)."*

*Weingarten Rights cover meetings with deans, vice-presidents, the president, and investigators. You are encouraged to take a union representative with you to any meeting you reasonably believe may involve "discipline or other adverse consequences". You are encouraged to interrupt any meeting that isn't going the way you thought it would and say, "I*



am invoking my Weingarten Rights and I request union representation.” It’s rather like those police procedurals when the suspect asks for an attorney and everything has to stop until the attorney arrives.

You want to make sure to contact your CCA Campus Representative. To find your representative, please go to our revised CCA website at [www.kccdcca.com](http://www.kccdcca.com) and click on the "Your CCA Campus Representatives" link.

Tom Greenwood  
Professor - Mathematics  
President - KCCD CCA  
Bakersfield College  
(661) 395-4229  
<http://www2.bakersfieldcollege.edu/tgreenwood>

Student Government Activities

Jose Lopez and Hunter Bishop are the new reps for SGA.

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

**FACULTY APPOINTMENTS**

Standing Committee Appointments

<b>Assessment Committee</b>
Debra Kennedy (Nursing)
<b>Enrollment Management</b>
Patrick Fulks (Biology)
<b>Program Review</b>
F. Javier Llamas (Social Science)
<b>Scholarship Committee</b>
Elvira Martinez (Counseling)
Laruel Mourtzanous (Counseling)

**M/S/C: A. Loken motioned to approve the faculty appointments as amended, A. Bolar seconded; motion carried.**

Screening Committee Appointments

There were no screening committees to review.

**UNFINISHED BUSINESS**

- A. Senate Constitution & Bylaws (Holmes)--**TABLED**  
Description: Review and update the C’s & B’s periodically. View the full document on the [Academic Senate](#) website.
  
- B. Faculty Retiree Award Criteria (Holmes)- **TABLED**  
Description: Establishing criteria for faculty who retire in an administrative position.
  
- C. Senate Goals (Holmes)--**TABLED**  
Description: annual review of Senate goals.

D. Senate Program Review (Holmes)--**TABLED**

*Description: annual update of the Senate Program Review Report.*

E. Assessment Charge (Wilson)

*Description: annual review of proposed changes.*

**M/S/C: M. Garrett motioned to approve the charge, K. Toler seconded; Friendly amendment to add "reports to Academic Senate", motion carried.**

F. AIQ Charge (Wojtysiak)

*Description: annual review of proposed changes.*

**M/S/C: B. Kelly motioned to approve the charge, A. Bolar seconded; motion carried.**

G. Executive Board Charge (Holmes)

*Description: annual review of proposed changes.*

**M/S/C: B. Kelly motioned to approve the charge, M. Garrett seconded; motion carried.**

**NEW BUSINESS**

- a. No new business

**FUTURE EVENTS**

**View the Statewide Academic Senate (ASCCC) <http://www.asccc.org>**

Area A 10/12

Fall Plenary 11/1-3

**ADJOURNMENT**

The meeting was adjourned at 4:54 p.m.

Meeting minutes recorded by T. Perry