

ACADEMIC SENATE of BAKERSFIELD COLLEGE

October 17, 2018 – 3:30 p.m.

Library 149

APPROVED MINUTES

PRESENT: Karimeh Amin, Alan Bolar, Angela Bono, Pam Boyles, (EB), Victor Diaz (EB), Matt Garrett (EB), Lisa Harding (EB), Michelle Hart, Bryan Hirayama (EB), Steven Holmes (EB), Qiu Jimenez, Jennifer Johnson (EB), Bill Kelly, Keri Kennedy, Kurt Klopstein, Jose Lopez (SGA), Teresa McAllister (EB), Erica Menchaca (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, Hunter Bishop (SGA), Carl Dean, Shae Flores, John Giertz (EB), Ron Grays, Jeffrey Huston, Jennifer Jett, Matt Jones, Pam Kelley (EB), Charles Kim (EB), Alisha Loken, Robby Martinez, Michael McNellis (EB), Krista Moreland (EB), Chad Newton, Kimberly Nickell (EB), Jeannie Parent

GUEST: Terri Goldstein

CALL TO ORDER

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

GOOD, WELFARE AND CONCERNS

Jeannie Parent is recovering from a recent surgery.

OPPORTUNITY TO ADDRESS THE SENATE

Accessibility & Accommodations of Educational Recourses

Terri Goldstein, Director of Disabled Student Programs & Services (DSPS)

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

CA State Auditor Report, December 2017, presentation highlights:

The colleges reviewed are not adequately monitoring services for technology accessibility and districts and colleges should formalize procedures for upgrading technology.

Audit expectations & BC implications for the following

- DSPS Alternative Media Services Timelines
- Web Accessibility
- Instructional Material Accessibility
- Faculty Training on Accessibility
- IT Master Plan-Upgrade & Replacement

Quick Accessibility Tips

- Create documents in MS Word, then Save as PDF
- Add BRIEF Alt Text to all photos, logos, etc.
- Work with Outline View open when creating Power Point presentations
- Don't use a copy of a copy as handouts

Handouts

- CCC Oakley Statement
- CCC Tech Access Audit

CCC Accessibility Center: <https://cccaccessibility.org/>

E-Board discussion: What is the strategy to help this situation?

1. Recommendation to list all needs in the annual Program Review
2. How are other schools funding the new requirement? Terri will research this further and provide information back to the Senate

Announcement of Special Forces and Temple Grandin (upcoming speakers)

Visit the [Academic Senate](#) to view the full presentation.

ADDITIONS TO THE AGENDA

M/S/C: M. Garrett motioned to add BC Resolution #5 to the agenda (New Business-A), G. Samples seconded; motion carried.

APPROVAL OF MINUTES: October 3, 2018

M/S/C: B. Kelly motioned to review and approve the minutes, P. Boyles seconded; motion carried.

REPORTS

President's Report

President/Vice President/Academic Senate President (P/VP/AS)-Discussion of a Gen Ed Task Force to develop the process for Gene Ed transferable course development. Liz Rozell & Billie Jo Rice to lead, Jennifer Johnson, Faculty Co-Chair, Mark Osea, Articulation Officer and general call to all faculty once a charge is developed.

District Consultation Council (DCC)-N/A

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

College Council-N/A

Board of Trustees (BOT)-The Bakersfield University Office Center (southwest center contract) was an agenzized Board item, but removed and sent to the Finance Committee to review. The concern expressed is with the current lease for our existing Southwest campus that expires soon, will leave our students without facilities unless the BOT promptly contracts for a new facility; faculty expressed frustration that the only viable plan on this sort time table appears to be facing strategic delays at the district level.

District Wide Budget Committee (DWBC)-N/A

Election Timeline:

The following is a summary of the 2018 Fall Election. If you have questions about the process or positions, please contact the Academic Senate office. Election nominations and results will be announced at the Senate meeting.

DEPARTMENT CHAIR [Term expires 2021, 2-year term]

1. Academic Development (Kimberly Bligh)
2. Art (Kris Stallworth)
3. Biology (Joe Saldivar)
4. Communication (Helen Acosta)
5. Counseling (Mark Osea)
6. Engineering & Systems (Jason Dixon)
7. Health & Physical Ed (Reggie Bolton)
8. Industrial Technology (Klint Rigby)
9. Nursing (Jennifer Johnson)

10. Performing Arts (John Gerhold)

11. Physical Science (Kenward Vaughan)

COLLEGE COUNCIL [Term expires 2021, 2-year term]

Faculty Rep B-ACDV, English, EMLS, Math (Kimberly Bligh)

Faculty Rep D-Behavioral Science, Biology, Health/PE, Physical Science (Krista Moreland)

Faculty Rep E-Counseling, Library/Instructional Tech (Faith Bradham)

Faculty Rep Dept. Chair-Elected by and reports to Department Chairs (Jason *Stratton*)

[Term expires 2020, 1-year term]

SPECIAL ELECTION

- English Department Chair to complete the term, term expires 2020
- Senator Rep-Physical Science to complete the term, term expires 2019*
- Senator Rep-Student Services to complete the term, term expires 2019*
- Senator Rep-Behavioral Science/Criminal Justice to complete the term, term expires 2020*
- Senator Rep-Engineering Systems to complete the term, term expires 2020
- Senator Rep-Social Science to complete the term, term expires 2020*

**Discipline Area allows a second representative*

TIMELINE

Nominations out:	10/11/2018
Nominations close:	10/25/2018 (two weeks)
Ballots out:	10/26/2018
Ballots close:	11/2/2018 (one week)
Election Results Confirmed	11/7/2018 (Executive Board)
	11/14/2018 (Academic Senate)

COMMITTEE REPORTS

(AIQ) Accreditation & Institutional Quality (Wojtysiak)-report submitted as written
Academic Senate Report

Prepared by Jessica Wojtysiak, Faculty Chair

October 17, 2018

The Accreditation & Institutional Quality (AIQ) committee met most recently on October 9th, from 3:30 to 5:00 p.m. in Library 160. During the school year, we meet on the second and fourth Tuesday of each month. The charge of AIQ reads:

1. *Ensure accreditation is an on-going process by guiding preparation of the self-evaluation, midterm, and follow-up reports.*
2. *Review and monitor collection of evidence and progress on Actionable Improvement Plans, accreditation recommendations, and institutional effectiveness indicators.*
3. *Inform, engage, and involve the college community in accreditation and institutional effectiveness.*
4. *Review and monitor evaluation activities to ensure they result in integrated, meaningful, and sustained college improvement.*

Our accreditation site visit was a great success. At the exit assembly on Thursday, October 4th, Dr. Kathleen Burke, the Bakersfield College Accreditation Team Chair and Chancellor of South Orange County Community College District, announced that Bakersfield College

received no recommendations. Dr. Burke highlighted the exemplary work of the Program Review Committee, College Council, and AIQ in her remarks, and she also praised BC's professional development and outreach efforts. Perhaps the best compliment to BC was the acknowledgement that one team member said she wanted to work at BC! The official results of the accreditation visit will be reported in January, 2019.

AIQ has released the annual accreditation survey. We invite you to offer your insight and feedback here: <https://www.surveymonkey.com/r/6SRTW77>

This survey is a tool to evaluate the services provided by the BC President's Office and the KCCD District Office as required by ACCJC Standard IV. This survey should take approximately 10 minutes to complete. Your answers are confidential.

In response to the OIE report that BC has dropped substantially below the institution-set standard (ISS) for transfer-level math completion in the first year, AIQ reviewed and offered recommendations to review BC's Institutional Set Standards (ISS). These recommendations were brought forward to Academic Senate for consideration on October 3rd. AIQ's recommendations and the OIE report explaining the current process are included with this report.

To view the tables in this report, visit the AIQ website:

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

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.

Assessment (Wilson)-N/A

Bookstore (McNellis)-N/A

Budget (McAllister)-report submitted as written

Academic Senate Report

Prepared by Teresa McAllister, Faculty Chair

October 17th, 2018

The Budget committee held its second meeting of the semester on Monday, September 24th, from 4:00 to 5:00 p.m. in the Levan Center. A special meeting was called on Friday, September 30th to discuss the needed revision to BC's Budget Decision Criteria document. During the school year, we meet on fourth Monday of each month. The Budget Committee's charge reads:

The Bakersfield College Budget Committee is a governance committee that supports the college mission, goals and values through comprehensive evaluation of data relevant to the college annual planning process for resource allocation.

Goals & Decision Making Criteria

We are in the process of the annual review and revision our goals and the aforementioned Budget Decision Criteria which was last revised on May 31, 2011.

Guided Pathways Implementation Work Plan

One of the District-wide Budget subcommittees worked in May 2018 and six of their goals were reviewed in this meeting and how they relate to what we do on our committee and how it affects other areas of our campus. Discussion from student representatives on course work path to graduation led Dr. Dadabhoj to offer a Starfish presentation in a SGA meeting. It was also recommended that a student representative be a part of the GPIT.

Student Centered Funding Formula

There are two video recordings available on the CCC Division of Finance & Facilities Student Centered Funding Formula web-page:

- 1. Update on Implementation plus the Nuts and Bolts*
- 2. Deep Dive into Data*

A third webinar addressing information on local goals is scheduled for November 5th from 2:00p.m. to 3:30 p.m.

<https://extranet.cccco.edu/Divisions/FinanceFacilities/StudentCenteredFundingFormula.aspx>

Curriculum (Johnson/Menchaca)-N/A

(EMC)Enrollment Management (Moreland)-N/A

(EODAC)Equity Opportunity & Diversity (Hirayama)-N/A

Equivalency (Ivey)-N/A

Facilities & Sustainability (Kelley)-N/A

(ISIT)Institutional Systems & Information Technology (Boyles)-*report submitted as written*
The last ISIT committee meeting was held on October 1, 2018. Report by Pam Boyles

The committee reviewed the ISIT Committee charges, membership, etc. Members are to communicate relevant ISIT information to their departments and to bring back any ISIT questions/concerns. Items to be added to the agenda can be sent to Todd or Pam Boyles.

ISIT reviewed its process of prioritizing the technology requests submitted in the 2018-19 Program Reviews. A special ISIT meeting will be called in the latter part of the semester. The chair or designee of the program will have 2 minutes to advocate for the technology request(s). At the conclusion of the meeting, ISIT members will vote for up to ½ of the requests presented, with the top 1/3 earning 3 points, the second 1/3 earning 2 points, and the last 1/3 earning 1 point. ISIT members will lose voting privileges if they have not attended at least 2 of the meetings prior to this special meeting to prioritize technology requests.

Reminder: showing movies on campus as a fundraiser (or open free to the public) is not allowed without first obtaining public performance permission. The policy is posted on the ISIT website.

(PDC)Professional Development (Giertz)-N/A

(PRC)Program Review (Nickell)-*report submitted as written*

Report to Academic Senate

October 15, 2018

Kim Nickell, faculty co-chair

Charge

In support of the College's mission, the Program Review Committee (PRC) facilitates an annual, systematic self-assessment of institutional effectiveness for instructional, student services, administrative and operational areas. PRC provides training, feedback,

commendations, and recommendations related to the program review process. The committee contributes to "Closing of the Loop" by disseminating resource allocation requests to responsible committees. The committee reports to College Council annually at its last meeting of the calendar year.

Program Review Committee (PRC)

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

- *The PRC charge is in the process of being approved by AS*
- *PRC welcomed a visit from ACCJC on Oct. 2 at our regularly scheduled meeting as we normed the feedback process. The visit went well!*
- *PRC members and other faculty and staff interviewed with the ACCJC team. A special thank you to Jason Stratton, Jason Dixon, Meg Stidham, Ginger Le Blanc, and Jennifer Johnson who spoke on their experiences with the Program Review process in support of our efforts. You were a vital part of the positive feedback we received from the visiting team.*
- *PRC is in the process of reading and providing feedback to the 127 program reviews that are forecasted to be received.*

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.

Chairs: Stephen Waller, Dean of Instruction; Kimberly Nickell, ACDV, Faculty Co-Chair; Kristin Rabe, Media Services, Classified Co-Chair

Members:

Mindy Wilmot, Library; Anna Poetker-Collins, Philosophy; Brenda Nyagwachi, FACE; Andrea Tumblin, Mathematics; Heather Baltis, Agriculture; Brent Burton, Fire Technology/EMS; Gupreet Singh, Philosophy; Lillian Pimentel-Stratton, FACE; Neeley Hatridge, Communication; Nicole Hernandez, Nursing; Keri Wolf, English; Jennifer Johnson, Nursing (Curriculum Liaison); Mark Osea, Diane Allen, Counseling; Vayron Martinez, Health & PE; Klint Rigby, Engineering and Industrial Technology; Jason Dixon, Engineering and Industrial Technology; Katie Ganster, Biology; Brent Wilson, Assessment Liaison

Administrators: Michelle Bresso, Dean of Instruction

Sue Vaughn, Child Development Center;

Classified Meg Stidham, CSEA designee

Antonio Alfaro, CTE

Elisabeth Sampson, SGA Senator 8

Scholarship (Monks)-N/A

OFFICERS' REPORT

Vice President (Diaz)-N/A

Treasurer (Kim)

Shirt fundraiser and donation information was provided.

Secretary (Garrett)-N/A

Meeting highlights are emailed to all faculty following the meeting.

ASCCC Representative (Rosenthal)

(CCA)Community College Association Representative (Greenwood)-N/A

(SGA)Student Government Activities (Bishop/Lopez)

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

Lopez announced the following upcoming SGA events:

- Spirit Week 10/15-18
- The 57 Bus 10/21
- Homecoming Week 10/22-27
- Board Crazy Sign Panting Night 10/22
- Murder Mystery Dinner Party 10/25
- Know No Limits 11/8

FACULTY APPOINTMENTS

Standing Committee Appointments

There were no appointments to review.

Screening Committee Appointments

There were no appointments 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 Program Review (Holmes)--APPROVED
Description: annual update of the Senate Program Review Report.
M/S/C: M. Garrett motioned to approve the report, A. Bolar seconded; motion carried.
- D. Senate Goals (Holmes)--APPROVED
Description: annual review of Senate goals.
M/S/C: B. Kelly motioned to approve the goals, P. Whitney seconded; motion carried.
- E. Institutional Set Standards (Wojtysiak)--APPROVED
Description: ISS recommendations from AIQ.

M/S/C: N. Strobel motioned to approve the standards, M. Garrett seconded; motion carried.

- F. **BC Resolution #1-Rigor** (Rosenthal)- ***NOT APPROVED***
Description: AB 705 and Funding Model-Mitigating Forces Could Degrade Course Rigor.
- G. **BC Resolution #2-Unfunded** (Rosenthal)-***APPROVED***
Description: AB705 Unfunded and Costly Mandate.
- H. **BC Resolution #3- Completion** (Rosenthal)-***NOT APPROVED***
Description: Guided Pathways and Student Time to Completion.
- I. **BC Resolution #4-Default** (Rosenthal)- ***APPROVED***
Description: AB705 Default Placement Rules.

M/S/C: J. Johnson motioned to approve the #2 and #4 resolutions, P. Boyles seconded; motion carried.

- J. **Curriculum Charge** (Johnson/Menchaca)- ***TABLED***
- K. **Program Review Charge** (Nickell)- ***TABLED***
- L. **Safety Charge** (Holmes)- ***TABLED***
- M. **Scholarship Charge** (Holmes)- ***TABLED***

NEW BUSINESS

- a. **Education Department Proposal** (Holmes)- ***FIRST READ***
- b. **BC Resolution #5-Southwest Center** (Holmes)- ***FIRST READ***

ANNOUNCEMENTS

Academic Senate Share Point:

<https://kccd.sharepoint.com/sites/groups/bcacadsenate/SitePages/Home.aspx>

ADJOURNMENT

The meeting was adjourned at 5:23 p.m.
Meeting minutes recorded by T. Perry