

## ACADEMIC SENATE of BAKERSFIELD COLLEGE

**September 11, 2019**  
**Levan Center-3:30 p.m.**

### APPROVED MINUTES

#### MEMBERS:

President	Steven Holmes	Present	Behavioral Sc./CJ	Karimeh Amin	Absent
Vice President	Victor Diaz	Present	Biology	Ashley Choate	Present
Secretary	Matt Garrett	Present	Business Mgmt.&Tech.	Phil Whitney	Present
Treasurer	Charles Kim	Present	Communication	Angela Bono	Present
ASCCC Rep	Lisa Harding	Absent	Engineering Systems	Maryam Jalaifarhani	Present
Member-Large	John Giertz	Present	English	Vacancy	
AIQ Chair	Vacant		English	Paula Parks	Present
ACOMM Chair	Brent Wilson	Present	Education	Michelle Hart	Present
BADV Chair	Michael McNellis	Absent	EMLS	Jeannie Parent	Present
BCOMM Chair	Teresa McAllister	Present	FACE	Melissa Ysais	Present
CCOMM Chair	Jennifer Johnson	Absent	Foreign Lang/ASL	Qui Jimenez	Present
CCOMM Chair	Erica Menchaca	Present	Health/PE	Carl Dean	Present
EMC Chair	Krista Moreland	Present	Industrial Tech	Ron Grays	Present
EODAC Chair	Bryan Hirayama	Present	Library/Academic Tech.	Faith Bradham	Present
EQ Chair	Michael Ivey	Absent	Math	Kris Toler	Absent
FSC Chair	Pam Kelley	Absent	Math	Dillon Giblin	Present
ISIT Chair	Pam Boyles	Present	Nursing	Shae Flores	Absent
PDC Chair	Matt Jones	Present	Nursing	Malissa Buggs	Present
PRC Chair	Kim Nickell	Present	Performing Arts	Robby Martinez	Present
SC Chair	Rebecca Monks	Absent	Philosophy	Reggie Williams	Present
SGA Officer	Daniel/Harris	Present	Physical Science	Nick Strobel	Present
Adjunct Rep	Glen Samples	Present	Physical Science	Wade Ellis	Present
Agriculture	Heather Baltis	Present	Social Science	Alan Bolar	Present
Allied Health	Heather Shaftstall	Present	Social Science	Olivia Garcia	Present
Art	Jeff Huston	Present	Student Services	Kerri Kennedy	Present
Behavioral Sc/CJ	VACANCY		Student Services	Sarah Villasenor	Present

#### GUESTS:

Heather Pennella, Alumni & Donors Relation Manager
Amanda Stone, Scholarship Manager
Jessica Wojtysiak, Dean of Instruction
Jason Stratton, Professor of Social Science

#### CALL TO ORDER

The meeting was called to order at 3:31p.m.; Quorum was met.  
Senate President Holmes welcome new Senators.

#### GOOD, WELFARE AND CONCERNS

Karimeh Amin, Behavioral Sciences Professor injured herself and is off work.

## **OPPORTUNITY TO ADDRESS THE SENATE**

### **Apply 4 Money Campaign (Pennella/Stone)**

Heather Pennella and Amanda Stone asked faculty to spread awareness to students that the Foundations' scholarship applications will open on October 1<sup>st</sup>. Their message was for students to apply.

Scholarship workshops for students will take place and a scholarship committee training session as well.

*Email reminder sent to staff:*

*Get your students excited about scholarships!*

***KCCD scholarship applications open TOMORROW Tuesday, October 1st, 2019 and remain open until February 1st, 2020 for BC students.***

*If you would like a scholarship poster to hang in your office/classroom or information cards to hand out to students, please visit the Welcome Center desk\*. You can also refer students to [www.bakersfieldcollege.edu/apply4money](http://www.bakersfieldcollege.edu/apply4money) for links to the application, as well as for the FAFSA & Dream Act.*

*Your access to students is unmatched! The BC Foundation and Office of Financial Aid needs thanks you for your help spreading the word and the wealth!*

*Sincerely,*

*Amanda Stone*

*Scholarship Manager*

*[amanda.stone@bakersfieldcollege.edu](mailto:amanda.stone@bakersfieldcollege.edu)*

*\* We can also deliver materials to you. Email your request to [Heather Pennella](mailto:Heather Pennella).*

### **BCSW Update (Wojtysiak/Stratton)**

BCSW website: [www.bakersfieldcollege.edu/bc-southwest](http://www.bakersfieldcollege.edu/bc-southwest)

Presentation highlights: The new center will open with 22 modules (2 admin, 1 Ed Advisor, 19 classrooms, and at least 1 lab); date to be determined. BCSW transition is being formed and plans to meet with a goal to address possible concerns in advance prior to the move.

Flyers with maps and public transportation information will be provided.

Stratton announced there is early exploration of a campus-wide honors program to feed into CSUB's honors program.

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

## **ADDITIONS TO THE AGENDA**

There were no additions to the agenda

**CONSENT ITEMS** (*One agenda item approvable in one action; for the purpose of routine items*)

➤ Minutes of May 1, 2019

➤ Faculty Appointments (Standing/Screening Committees)

***MSC: M. Garrett motioned to approve consent items, C. Kim seconded; motion carried.***

## **FACULTY APPOINTMENTS**

### **Standing Committee Appointments**

Visit the [Academic Senate Committee website](#) to view the full committee list.

**MSC: F. Bradham motioned to approve faculty appointments with amendments, M. Garrett seconded; motion carried.**

Senators are advised to reach out to their area to fill vacancies.

### **Screening Committee Appointments**

There were no committee appointments to review.

### **UNFINISHED BUSINESS**

- A. No items to review

### **NEW BUSINESS**

- a. **Committee Charges** (Holmes)

*Description: Beginning of each academic year (Fall) the committee charges are reviewed & revised as needed.*

Holmes asked the Senate to review the Academic Senate charge and send recommendations to Tarina Perry, Academic Senate office.

- b. **Senate Goals** (Holmes)

*Description: Beginning of each academic year (Fall) the Senate is asked to review its goals.*

Holmes asked the Senate to review the goals and send recommendations to Tarina Perry, Academic Senate office.

### **REPORTS**

#### **President's Report**

- BC President/AS President- Discussion took place to initiate a one-time pilot program for the spring for a 5-week biology lab; another lab to take place 2 weeks late into the semester.  
Discussion took place over a dual enrollment welding class requirement. Due to the management transition, a required manual was overlooked, which caused the class to miss a three hour lab. Students are already enrolled.
- District Consultation Council (DCC)-meets at the end of the month.
- College Council (CC)-BCSW update presentation was given by Wojtysiak & Stratton. Also, we had visitors from CCCC/O/DOF/LOA who are interested in expanding our Baccalaureate program in Inmate Education.
- Board of Trustees (BOT)-meeting tomorrow and agenda involves passing the budget for year. We are the only college in the district that has a balanced budget. DO is being sued on the election district. 7 board members are elected through 5 districts. The problem lies with the two members-at-large is illegal. In response, the DO has developed a resolution to avoid litigation with the goal to wait after the 2020 census and redistribute the districts which would resolve the issue.
- District-wide Budget Committee (DWBC)-meets at end of month.
- Campus Safety- we are pursuing a BPD Officer onsite they are understaffed so until that is resolved, we have a higher presence with our DPS Officers on campus.

## **Committee Reports**

### **AIQ**(Vacancy)

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

### **ACOMM** (Wilson)-report submitted as written

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

*Assessment Committee Report 9/11/19*

### ***Training***

*Three-day 2019 Curriculum Institute conference (7/11-7/13) for AC Co-Chairs*

*Two-day 2019 eLumenation conference (7/17-7/18) for AC Co-Chairs*

*One workshop during FLEX week (8/19) for faculty on Assessment Report in Program Review*

*One workshop during FLEX week (8/19) for faculty on entering SLO assessment data in eLumen*

*Training by AC Members Dana Heins-Gelder and Ximena Da Silva Tavares*

*One workshop during AC meeting (8/30) for AC Members on 'Assessment Member' role in eLumen and norming language for reviewing SLOs/PLOs*

*One session (9/6) with eLumen contact to address PLO cleanup during export for use in Program Mapper*

### ***Accomplishments***

*New/Revised SLOs effective Fall 2019 sent out to Deans and Department Chairs for dissemination (8/17).*

*2018-19 SLO assessment data sent out to faculty for Assessment Report in Program Review (9/6).*

*SLO/PLO review in eLumen (as of 9/11):*

*27 courses and 1 program reviewed by AC Members*

### ***Future Work***

*Re-map learning outcomes (SLO-PLO, SLO-ILO, SLO-GELO) for courses/programs revised effective Summer 2019*

*Implement mapping form into curriculum workflow in eLumen*

*Implement SLO-ILO and AUO-ILO integration with Dean Waller*

*Potential projects for 2019-20:*

*ILO study*

*eLumen-Canvas integration for SLO assessment*

### ***Assessment Committee Proposed Goals for 2019-2020***

*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*

### **BADV** (McNellis)

Website: <https://committees.kccd.edu/committee/bookstore-advisory-committee>

McNellis, Dean Thorson and Johnny Maddan, BCSGA were present to report that October 1<sup>st</sup> is the deadline for faculty to submit requests. The Department Chairs are copied in the request and “approve by adoption”.

### **BCOMM** (McAllister)-*report submitted as written*

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

*Budget Committee, Academic Senate Report*

*Prepared by Teresa McAllister, Faculty Chair*

*September 11, 2019*

*The Budget Committee held its first meeting of the semester on Monday, August 19th, from 4:00 to 5:00 p.m. in A5. 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.*

*The special meeting was called to review the BC Balanced Budget and 2 and 3 percent reduction scenarios presented at the Board Finance & Audit Committee on Wednesday, August 21st.*

#### **BC Balanced Budget**

*Due to a shortfall of statewide apportionment funds and hold-harmless conditions of the new SCFF, BC faced a tentative deficit of \$1.1 million for the 19-20 budget year. The KCCD Board Finance & Audit Committee tasked each college with a budget reduction exercise which would provide them with a balanced budget based on current funding, a 2% reduction in revenue, and a 3% reduction in revenue. VP Mike Giacomini and his team were able to uncover \$1.8 million of budgeted faculty salaries that represented salaries for retired or previous employees which enabled BC to present a balanced budget without any impact on students or faculty.*

*BC was the only college in the District to present a balanced budget. The document discussed in our meeting and presented to the Board is available on the Budget Committee webpage.*

#### **Board Finance & Audit Committee Meeting**

*Four items were on the agenda:*

*A. 2019-20 Budget Reduction Exercise Discussion • The Board was surprised and pleased with BC's presentation.*

*B. DOE Program Review of Financial Aid - Findings*

*C. Bakersfield College Affordable Housing Concept Proposal (next page)*

*D. Renewable Energy Proposal for Bakersfield College • Twenty-one-page proposal is located on the KCCD Board Docs page at*

[https://go.boarddocs.com/ca/kccd/Board.nsf/files/BF2JWP4F0FAA/\\$file/Solar%20Presentation%20for%20Board%20Finance%20Committee%208-21-19.pdf](https://go.boarddocs.com/ca/kccd/Board.nsf/files/BF2JWP4F0FAA/$file/Solar%20Presentation%20for%20Board%20Finance%20Committee%208-21-19.pdf)

### *Next Meeting*

Monday, September 23rd in A5 at 4:00 pm

## **Affordable Rental Homes for Bakersfield College Students Concept Proposal**

*In cooperation with the Kern Community College District and Bakersfield College, the Housing Authority is interested in developing 20-25 affordable rental homes targeted to Bakersfield College students on District owned property at 4021 Mt. Vernon Ave. Site amenities will include an onsite manager, community/study room, laundry room, and gated access control. Units will be zero net energy. Potential to significantly increase the number of units if the Kern Schools property to the south were made available.*

### **Key Issues**

- *Requires conditional use permit to allow multifamily in Commercial Office zoning*
- *Target population restrictions due to likely funding sources (see below)*
- *Need legal opinion to confirm targeting BC students only will comply with fair housing laws*
- *Funding sources are highly competitive and will require the early support of the City of Bakersfield to leverage other funding sources*
- *Housing can be mixed use if other target populations are desired for some units and alternative funding is provided for those units.*

### **Restrictions on Affordable Housing for Students**

*To prevent finite affordable housing resources from being utilized to build conventional student housing, Congress has prohibited affordable housing for students with the following exceptions:*

- *Students receiving TANF*
- *Students formerly in foster care*
- *Students with dependent children*
- *Married students*

*The funding sources will also require ongoing tenancy (no time limits). However, incentives can be provided to encourage students to move to other housing after two years.*

### **Next Steps**

*If the KCCD and BC are interested in exploring this concept, the next steps would be:*

- *Housing Authority to obtain legal opinion regarding targeting BC students*
- *Housing Authority to meet with the City of Bakersfield re CUP and funding*
- *KCCD/BC to confirm target population and estimated # of eligible students*
- *KCCD to provide site control to Housing Authority through option agreement*

### **About the Housing Authority**

*The Housing Authority of the County of Kern is the leading developer and provider of affordable housing in Kern County, with nearly 1,000 units developed in the past 10 years and over 2,500 units under management. We perform all functions in the development process, from entitlements and acquisition of funding to lease-up and ongoing management.*

**CCOMM**(Johnson/Menchaca)

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

No report.

**EMC** (Moreland)

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

Moreland reported there is a slight alternation to their charge and will submit to E-Board for the next meeting. The committee is also working on creating an campus-wide Enrollment Management Plan.

**EODAC** (Hirayama)

Website: <https://committees.kccd.edu/bc/committee/eodac>

No report.

**ISIT** (Boyles)-report submitted as written

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

*ISIT Report to Academic Senate, Sept 12, 2019*

***Notes from Sept. 9, 2019 ISIT Meeting***

*The committee reviewed documents outlining Technology Processes, the 3-year ISIT Technology plan, the ISIT prioritization process, the Strategic Directions document that involves ISIT Committee, and the ISIT 2018-19 Charge. At our next ISIT meeting, committee will begin working on this year's goals: 1) begin developing the 3-year ISIT technology plan for 2020-2022, and 2) begin addressing the items from Strategic Directions that involve ISIT. The survey results of the Annual Employee Technology Survey administered April 2019 will be reviewed and summarized by a taskforce of the ISIT committee and brought to the next ISIT meeting.*

*Academic Technology Updates: Matt Jones noted that Flex week workshops were well attended, and they are asking input on ways to get more attendees to complete evaluations of workshops; emails with links to workshops will continue throughout the semester (rubric training, design tools, etc.); and if Canvas is not opening successfully, it is likely that the system (Chrome, Firefox) needs to be updated (send in a work request).*

***Technology Support Services General Updates:***

- *Bond projects— 1) Wifi is in phase 2 (improving campus wifi in green spaces, excluding Stadium). 2) BC Southwest center will move to new location during the semester. The new building at new location expected to be complete within 2 years. 3) ISIT reps need to inform their chairs (who have departments that will have new classrooms and/or labs in the any Measure J new building projects) need to be part of the process before projects completed.*
- *Accessibility and Public Performance rights—faculty are to be reminded that all materials must be accessible to individuals with disabilities; also, showing films (etc.) to the public isn't allowed unless performance rights have been secured (otherwise, hefty fines are imposed).*
- *CCCconfer is now ConferZoom. As educators, we have access to the pro version. Sign up with your BC email address. The old platform (CCCconfer) is no longer available.*

*Next Meeting: October 7, Tuesday*

**PDC** (Jones)

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

No report.

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

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

***Program Review Report to Academic Senate***

***April 10, 2019***

*Kim Nickell, Faculty Co-chair*

***Charge from 2018-19 (to be reviewed at first meeting)***

*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 monthly to Academic Senate and annually to College Council and Administrative Council at their last meetings of the calendar year.*

*2019-20 Goals*

*NA First meeting on 9/17/19*

*Work for Fall 2019:*

- ***2019 Program Review cycle launched in eLumen Spring 2019***
- ***PRC held two workshops to work with programs to create their cycles in eLumen***
- ***PRC first meeting will be Sept. 17***

**OFFICER REPORTS**

**Vice President** (Diaz)

No report.

**Treasurer** (Kim)-*report submitted as written*

Kim reported annual activity:

- Student scholarship (one freshman and one sophomore) is awarded
- Retiree Honorarium
- Margaret Levinson Award
- Shirley Trembley Award
- Shirt/Jacket Fundraiser



## **2018-19 Academic Senate Treasurer Mid-Year Report**

### **9/10/19**

BC Academic Senate/Retd. Studt. Account (F3200.5101)	\$11,703.61
NEW BC Academic Senate (#F3300 0210)	\$21,917.60
M. Levinson Account (#5310) \$16,768.76 but only <b>5%</b> can be used so,	\$838.44
S. Trembley Account (#5510) \$83,305.27 but only <b>5%</b> can be used so,	\$4,165.26

### **3/5/19**

BC Academic Senate/Retd. Studt. Account (F3200.5101)	\$11,881.64
NEW BC Academic Senate (#F3300 0210)	\$21,281.02
M. Levinson Account (#5310) \$15,902.98 but only <b>5%</b> can be used so,	\$795.15
S. Trembley Account (#5510) \$80,324.78 but only <b>5%</b> can be used so,	\$4,016.34

### **2/19/19**

BC Academic Senate/Retd. Studt. Account (F3200.5101)	\$14,949.97
NEW BC Academic Senate (#F3300 0210)	\$20,407.16
M. Levinson Account (#5310) \$15,259.20 but only <b>5%</b> can be used so,	\$762.96
S. Trembley Account (#5510) \$77,024.56 but only <b>5%</b> can be used so,	\$3,851.23

### **10/20/18**

BC Academic Senate/Retd. Studt. Account (F3200.5101)	\$13,748.74
NEW BC Academic Senate (#F3300 0210)	\$21,594.63
M. Levinson Account (#5310) \$15,792.11 but only <b>5%</b> can be used so,	\$789.60
S. Trembley Account (#5510) \$82,038.84 but only <b>5%</b> can be used so,	\$4,101.94

### **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 <b>5%</b> can be used so,	\$793.44
S. Trembley Account (#5510) \$82,989.97 but only <b>5%</b> can be used so,	\$4,149.50

### **Secretary** (Garrett)

Meeting summary emailed to faculty following the meeting.

### **ASCCC Rep** (Harding)

Harding is planning to attend the Area A meeting and Fall Plenary.

### **CCA**

No report.

### **BCSGA** (Daniel/Harris)

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

- The next Distinguished Speaker is Thomas Blacwell
- Power Lunch with TJ Cox; upcoming Power Lunch to be scheduled with Vince Fong, Rudy Salas and Kevin McCarthy.
- Welcome Week went well
- Student Involvement Festival went well
- The Pantry needs restocking from the 1,000 students using supplies

**ANNOUNCEMENTS**

BOG Deadline           9/13  
Plenary                   11/7-9

**ADJOURNMENT**

The meeting was adjourned at 5:13 p.m.  
Meeting minutes recorded by T. Perry