ACADEMIC SENATE of BAKERSFIELD COLLEGE
October 23, 2019
Library 149-3:30 p.m.

> UNAPPROVED 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 Jalaifarahani	Absent
Member-Large	John Giertz	Absent	English	Anthony Huffaker	Absent
AIQ Chair	Grace Commiso	Present	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	Present	Foreign Lang/ASL	Qui Jimenez	Absent
CCOMM Chair	Erica Menchaca	Present	Health/PE	Carl Dean	Absent
EMC Chair	Krista Moreland	Present	Industrial Tech	Ron Grays	Absent
EODAC Chair	Bryan Hirayama	Absent	Library/Academic Tech.	Faith Bradham	Present
EQ Chair	Michael Ivey	Absent	Math	Kris Toler	Present
FSC Chair	Pam Kelley	Absent	Math	Dillon Giblin	Absent
ISIT Chair	Pam Boyles	Present	Nursing	VACANCY	
PDC Chair	Matt Jones	Absent	Nursing	Malissa Buggs	Present
PRC Chair	Kim Nickell	Absent	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	Absent	Physical Science	Wade Ellis	Present
Agriculture	Heather Baltis	Present	Social Science	Alan Bolar	Absent
Allied Health	Heather Shaftstall	Absent	Social Science	Olivia Garcia	Present
Art	Jeff Huston	Absent	Student Services	Kerri Kennedy	Present
Behavioral Sc/CJ	VACANCY		Student Services	Sarah Villasenor	Present

GUESTS: No guests present.

CALL TO ORDER
The meeting was called to order at 3:35p.m.; Quorum was met.

GOOD, WELFARE AND CONCERNS
- Neal Stanifer doing well and is back to work.

OPPORTUNITY TO ADDRESS THE SENATE
There were no requests to address the Senate.

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)*
1. Minutes
2. Faculty Appointments:
    *   Standing
    *   Screening Committees (N/A)
3. Committee Charges (N/A)

To view the consent items visit the Academic Senate Committee website

SENATE MINUTES (Consent Item)
Minutes of October 9, 2019
MSC: M. Garrett motioned to approve minutes with amendments, W. Ellis seconded; motion carried.

FACULTY APPOINTMENTS (Consent Item)
Standing Committee Appointments

> **Assessment**
> Jeffrey Stambook, Counseling
>
> **Commencement**
> Cynthia Zamora, Counseling
>
> **ISIT**
> Fabiola Johnson, Counseling

Visit the Academic Senate Committee website to view the full committee list.
MSC: P. Whitney motioned to approve appointments, O. Garcia seconded; motion carried.

Screening Committee Appointments
There were no appointments to review.

STANDING COMMITTEE CHARGES (Consent Item)
There were no charges to review.

UNFINISHED BUSINESS
> **A.** Committee Calendar (Holmes)
> *Description: Committee calendar to list meeting days, times and locations. This is an informational item.*

The calendar was reviewed and will be posted to Senate website and circulate when committee calls are made.
To view the committee calendar visit the Academic Senate Committee website

Monday	Tuesday	Wednesday	Thursday	Friday	Other Notes
Budget Committee	**Accreditation & Institutional Quality Committee**	**Academic Senate**	**Curriculum Committee**	**Assessment Committee**	
Meets 4th Monday of each month 4-5 PM, A5	Meets 2nd and 4th Tuesday of each month 3-4 PM, L215	Meets every other Wednesday 3:30-5 PM, Levan Center	Meets 2 Thursdays of each month 2:30 - 4 PM, L160	Meets 2 Fridays of each month 10:30 - 12 PM, L160	
Information Services Instructional Technology	**Professional Development Coordinating Council**	**Bookstore Advisory Committee**	**Enrollment Management Committee**	**College Council**	
Meets 1st Monday of each month 4:00-5:30 PM, L149	Meets 2nd Tuesday of each month 2:00-3:30 PM, L160	Meets every Wednesday 11:15-12:15pm, Levan Library	Meets 3rd Thursday of each month 3:00-4:30PM, L189	Meets 1st and 3rd Friday of each month 8:30-10:30 AM, Levan Center	
	Program Review Committee	**Facilities & Sustainability Committee**	**Equivalency Committee**	**Faculty Chair and Dean Committee**	
	Meets 1st and 3rd Tuesday of each month 3:30-5:00 PM, L160	Meets 1st Wednesday of each month 1:00-2:00 PM, L160	Meets 3rd Thursday of each month 1:00-2:00PM, TBD	Meets 2nd and 4th Friday of each month 8:30-10:30 AM, Levan Center	
		Safety Advisory Committee			
		Meets 2nd Wednesday of each month 9:00-10:00 AM, TBD			

NEW BUSINESS
   a. No items to review.

REPORTS
President's Report
BC President/AS President
   - BC Southwest Center opened (located on the CSUB campus).
   - The Vet Center is on schedule for the Dec. 10th opening.

- The Admin building is also on schedule for Dec. 2020.

District Consultation Council (DCC)-
DCC website: https://committees.kccd.edu/committee/district-consultation-council
- A District-wide Accessibility Task Force has been created.
- The District Unit Reviews (2019-20 AURs) are underway.
- Board Policy chapter 4 is currently under review.

College Council (CC)- no updates to report.
College Council website: https://committees.kccd.edu/bc/committee/collegecouncil
Board of Trustees (BOT)-no updates to report.
BOT website: https://www.kccd.edu/board-trustees/meetings
District-wide Budget Committee (DWBC)-no updates to report.

Committee Reports
AIQ(Commiso)-*report submitted as written*
AIQ website: https://committees.kccd.edu/bc/committee/accreditation
The report is ten pages; to view the entire report, please visit the Academic Senate Committee website
Highlights:
The District Climate Survey takes place every 3-years. The last survey took place in 2016. The survey schedule is as follows:
> Oct 28 – Email from presidents go out
> Oct 29 – Email with link to survey
> Oct 29-Nov 30 – Survey Period
> November 11 – First Reminder Email
> November 20 – Second Reminder
> November 28 – Final Reminder
> November 30 – Survey Closes

The survey is divided into four sections:
> Section I: Demographics
> Section II: Employee Relations, Engagement & Job Satisfaction
> Section III: Diversity and Inclusion
> Section IV: Overall

It is important to complete the survey as it is used as a reference to justify hiring at the DO level.
Note: The following areas are not grouped with the District services.
- BC Instructional Technology
- BC Budget Office
- BC HR

ACOMM (Wilson)
ACOMM website: https://committees.kccd.edu/bc/committee/assessment
Wilson reported that the feedback received is a request for more
training. They will be offering several 3-hour drop in eLumen

trainings near the end of the semester.

BADV (McNellis)
BADV website: https://committees.kccd.edu/committee/bookstore-advisory-committee
No report due.
Email: 10/21 from Michael McNellis
BAC is working hard to ensure every faculty member has submitted their Spring 2020 book orders.

BCOMM (McAllister)
BCOMM website: https://committees.kccd.edu/bc/committee/budget
McAllister reported they are working on the Program Review Report, reviewing the Budget charge and Budget Decision Criteria.
Holmes reported that there is a moratorium on travel limits faculty to one conference per year.

CCOMM(Johnson/Menchaca)-*report submitted as written*
CCOMM website: https://committees.kccd.edu/bc/committee/curriculum
Recap from last academic year:
- *Fully online catalog published this summer*
- *Updated graduation competency language to align with AB705*
- *Updated placement charts to comply with AB705 changes*
- *New English and Math courses approved to comply with AB 705*
- *Spring 2019 Addendum released*

Activities to date:
- *Offered "The Basics of noncredit" workshop during flex week*
- *Provided committee training at our first committee meeting on September 5, 2019.*
- *Conducted eLumen workshop on September 12, 2019 focused on providing assistance to faculty who were updating or creating curriculum.*
- *Reviewed committee goals and committee charge. Approved by committee at the September 19, 2019 meeting.*
- *Reviewing the Curriculum handbook.*
- *Continued communication to constituents:*

  o *The list of out -of -date courses needing revisions were provided to Chairs/Deans. Revisions have begun.*
  o *Provide updates to FCDC as a standing FCDC agenda item.*
  o *Canvas Page for Curriculum Committee has been developed with curriculum resources. All faculty were invited to access the canvas page.*
- *Adjusted curriculum workflows and processes to improve efficiency of curriculum review*

Work plan for the semester

- *2019/2020 will be the "Year of the Program". This means that the committee chairs will be working with departments to complete modifications to their program(s). Modification may be necessary if a program has deleted/added courses or a program does not match the approved program on file at the State Chancellor's Office.*
- *Assist faculty with the development of noncredit courses.*
- *Continue evaluating and adjusting eLumen workflows and processes to facilitate efficiency of curriculum review.*
- *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 offering curriculum clinics and training as needed.*
- *Continue online catalog refinement (v2.0)*

Special thanks to the Academic Senate for the committee calls and to all Department Chairs for encouraging faculty participation. The 2019-20 Curriculum Committee has representatives from all departments except Industrial Technology!
Respectfully submitted,

Jennifer Johnson and Erica Menchaca   *Billie Jo Rice,*
Faculty Co-chairs, Curriculum Committee   *Administrative Co-chair, Curriculum*
Committee

The Senate questioned: "If you develop a course that is non-credit is there any issue with this?"
Johnson responded: "There are lots of categories that this type of course can fall into, so it depends on the details." There was further discussion on this topic.

EMC (Moreland)
EMC website: https://committees.kccd.edu/bc/committee/enrollment
No report due.

EODAC (Hirayama)
EODAC website: https://committees.kccd.edu/bc/committee/eodac
No report due.

ISIT (Boyles)-*report submitted as written*
ISIT website: https://committees.kccd.edu/bc/committee/isit
     ISIT Report to Academic Senate
     October 9, 2019
     Pam Boyles, faculty co-chair
<u>*Notes from October 7, 2019 ISIT Meeting*</u>

- *The committee reviewed and revised the ISIT 2018-19 Charge (see attached).*

- *The committee reviewed the Employee Survey, including a brief discussion about creating a trend chart to show the changing results from year to year.*
- *The committee reviewed the Student Survey Questions and made a few changes; the survey will be administered this fall (end of October/early November).*

Academic Technology Updates: Tracy Lovelace notes that two Kung Fu Canvas workshops are coming up soon (time to earn some badges!)
Technology Support Services General Updates:
- *Wifi phase 2 remains in process (green space, excluding the stadium).*
- *BC Southwest center will begin instruction October 21 (week 9 of the semester) at the new location on the CSUB campus. The 19 new classrooms (2 of which are computer labs) will be used for approximately 18 months, at which time the 3-story building will be complete and the modulars will be removed (creating additional parking space*
- *District Technology Advisory Committee (DTAC) is reviewing its purpose and may undergo some changes, including who prioritizes the requests (including creating a prioritization process). Initially the VPs at the 3 campuses were uninterested and so DTAC was created, but now they are interested.*

Next Meeting: November 4, Monday (L-149)

PDC (Jones)
PDC website: https://committees.kccd.edu/bc/committee/pdc
No report due.

PRC (Nickell)
PRC website: https://committees.kccd.edu/bc/committee/programreview
No report due.

OFFICER REPORTS
Vice President (Diaz)
No report.

Treasurer (Kim)
No report.

Secretary (Garrett)
Meeting summary emailed to faculty following the meeting.

ASCCC Rep (Harding)
Holmes reported he joined Harding for the *Area A Meeting* via zoom. He reported that Eloy Oakley was present for the meeting and there was extensive discussion regarding online college and the student funding formula.

CCA (Boyles)

Boyles reported the MOU for the 13-week Spring 2020 schedule for Biology (BC Campus courses only) is still in development. There has been a verbal agreement, but the actual MOU has not been signed. In addition, she reported there will be an updated contract circulated shortly and the changes to look for are regarding Mode A and Unsatisfactory evaluations.

BCSGA (Daniel/Harris)

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

Harris announced the following events are being held on campus:

- Homecoming 10/19
- Undocumented week of action
- Rudy Salas Power Lunch 10/21
- Distinguished Speaker: Paula Green 10/23
- Distinguished Speaker: Dr. Samuel H. Sternberg 10/24
- Power Lunch: TBD

ANNOUNCEMENTS

- BCSW Opening
- Dr. Paula Green   10/23
- Area A Meeting   10/11
- Fall Plenary   11/7-9
- Open Budget Forum 11/25

ADJOURNMENT

> The meeting was adjourned at 4:27 p.m.
> Meeting minutes recorded by T. Perry