

ACADEMIC SENATE of BAKERSFIELD COLLEGE

November 4, 2020 – Webinar - 3:30 p.m.

UNAPPROVED MINUTES

MEMBERS:

President	Steven Holmes	Present	Behavioral Sc./CJ-2	Karimeh Amin	Present
Vice President	Nick Strobel	Present	Biology	Ashley Choate	Present
Secretary	Matt Garrett	Present	Business Mgmt.&Tech.	Murad Zikri	Present
Treasurer	Charles Kim	Present	Communication	Angela Bono	Absent
ASCCC Rep	Lisa Harding	Present	Engineering Systems	Maryam Jalaifarahani	Present
Member-Large	John Giertz	Present	English-1	Daniel Gomes	Present
AIQ Chair	Grace Commiso	Present	English-2	Paula Parks	Present
ACOMM Chair	Brent Wilson	Present	Education	Michelle Hart	Present
BADV Chair	Michael McNellis	Absent	EMLS	John Hart	Present
BCOMM Chair	Teresa McAllister	Present	FACE	Melissa Ysais	Present
CCOMM Chair-1	Mark Osea	Present	Foreign Lang/ASL	Qui Jimenez	Present
CCOMM Chair-2	Erica Menchaca	Present	Kinesiology/Health/Ath.	Carl Dean	Present
EMC Chair	Krista Moreland	Absent	Industrial Tech	Ron Grays	Present
EODAC Chair	Bryan Hirayama	Present	Library/Academic Tech.	Faith Bradham	Present
EQ Chair	Michael Ivey	Absent	Math-1	Kris Toler	Present
FSC Chair	Pam Kelley	Present	Math-2	Dillon Giblin	Present
ISIT Chair	Pam Boyles	Present	Nursing-1	Noelia Citalin	Present
PDC Chair	Matt Jones	Present	Nursing-2	Malissa Buggs	Present
PRC Chair	Kimberly Nickell	Present	Performing Arts	Robby Martinez	Present
SC Chair	Rebecca Monks	Absent	Philosophy	VACANCY	
SGA Officer	Daniela Martinez	Absent	Physical Science-1	Ximena Da Silva Tavares	Absent
Adjunct Rep	Glen Samples	Present	Physical Science-2	Wade Ellis	Present
Agriculture	Heather Baltis	Present	Social Science-1	Alan Bolar	Present
Allied Health	Heather Shaffstall	Present	Social Science-2	Olivia Garcia	Present
Art	Jeff Huston	Present	Counseling-1	Keri Kennedy	Present
Behavioral Sc/CJ-1	VACANCY		Counseling-2	Sarah Villasenor	Present

PROXIES: Chad Newton (Biology)

GUESTS: Andrea Thorson, Darrell Ballard, Andrew Bond, Vikki Coffee, Jennifer Johnson, June Charles, Mychael Phillips, Lora Larkin, Truth Akins, Steven Watkin, Harlan Hunter, Abel Guzman

CALL TO ORDER

The meeting was called to order at 3:31 p.m.; Quorum was met.

GOOD, WELFARE AND CONCERNS

Senator D. S. Tavares gave birth to a healthy baby girl.

Birthday's acknowledged: Mark Osea (October), John Hart (October), Kris Toler (November), Ashley Choate (November), Alan Bolar (November), Heather Shaffstall (November), Wade Ellis (November), Bryan Hirayama (November)

OPPORTUNITY TO ADDRESS THE SENATE

The following individuals addressed the Senate:

1. Paula Parks
2. Harlan Hunter

Accessibility Report

Andrea Thorson, Dean of Instruction & Matt Jones, Professional Development Committee Faculty Co-Chair provided an overview of the Accessibility Report. Visit the [Academic Senate](#) to view the report.

Summary of Recommendations:

Access requires the involvement of the entire campus and the support of the district. It suggest focusing attention in the following areas.

1. Make clear that accessibility is a priority and is not going away.
2. Marketing accessibility to increase interest and active participation.
3. Providing additional training.
4. Instituting a Section 508 procurement process.

Senate recommends to be involved in the process, accommodation trainings, faculty and staff training.

ADDITIONS TO THE AGENDA

There were no additions to the Agenda.

CONSENT ITEMS *(passed by general consent)*

Minutes- ACTION

The minutes of October 7, 2020 were approved

Senator M. Ysais moved to approve the minutes, Senator M. Hart seconded; motion passed unanimously.

Standing Committee Appointments

Standing Committee List v5

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

Standing Committee Appointments 11/4/20

Scholarship
Savanna Andrasian (English)
Angela Hill-Crim (Biology)
Mark Staller (Communication)
Sandy Davis (Nursing)
Angelica Vasquez (Counseling)

Senator M. Hart moved to approve the appointments, Senator G. Samples seconded; motion passed unanimously.

Screening Committee Appointments

There were no appointments to review.

Committee Charges

Assessment Charge- ACTION

Description: the charge was last revised and approved in 2019. Visit the [Academic Senate](#) to view the Assessment charge.

Senator G. Samples moved to approve the charge (version 2), Senator M. Ysias seconded; motion passed unanimously.

Discussion

The charge was brought back to the Executive Board and Senate for a second review after a recommendation was made at College Council.

Budget Charge-ACTION

Description: The charge was last reviewed and approved in 2019. Visit the [Academic Senate](#) to view the Budget charge

Vice President Nick Strobel moved to approve the charge, Senator F. Bradham seconded; motion passed unanimously.

Curriculum Charge- ACTION

Description: The charge was last reviewed and approved in 2019. Visit the [Academic Senate](#) to view the Curriculum charge

Senator M. Hart moved to approve the charge, Senator G. Samples seconded; motion passed unanimously.

Program Review Charge- ACTION

Description: The charge was last reviewed and approved in 2019. Visit the [Academic Senate](#) to view the Program Review charge

Vice President N. Strobel moved to approve the charge, Senator M. Ysais seconded; motion passed unanimously.

EODAC Charge-TABLED

Description: last revised 2019; this item is tabled.

EMC Charge-TABLED

Description: last revised 2019; this item is tabled.

IRB Charge-TABLED

Description: The charge was established and approved in 2013.

UNFINISHED BUSINESS

A. Racial Equity Commitment (Holmes) – TABLED

Description: Currently under discussion are multiple versions of the Racial Equity Commitment document; visit the [Academic Senate](#) to view the documents. EODAC Committee Website- view Racial Equity Commitment v9: <https://committees.kccd.edu/meeting/8958> (document shared on October 7th).

Senator M. Zikri moved to have a 1st READ on 11/18 and 2nd READ/ACTION on 12/2, Senator P. Parks seconded; motion passed.

Vote

Ayes (19): Adjunct, Allied Health, BMIT, Engineering & Systems, English-1, English-2, Performing Arts, Social Science-1, Social Science-2, Counseling-1, Counseling-2, Behavioral Science, Industrial Tech, Kinesiology/H/A, Library & Academic Tech, Nursing, Physical Science, ASCCC Rep, Vice President

Nays (8): EMLS, Education, Foreign Language/ASL, FACE, Math-1, Treasurer, Secretary, President

Abstentions (1): Math-2

Discussion

EODAC provided the V9 document for review to the E-Board meeting on 10/28. The E-Board established the following timeline for review of the V9 document: E-Board would review/discuss document at their next meeting Nov. 18; E-Board recommendation(s) would be agendaized as 1st read on Senate agenda 12/2; Senate would conduct 2nd read and potential action(s) on 2/3/21.

Co-Chair Hirayama shared that EODAC did review items provided by the Physical Science department (9/23), as well as Holmes/Strobel, and has chosen to stay with v9. The committee is having difficulty understanding why this document is not moving forward through the Senate today and requested what action is necessary to move item to a Senate vote sooner.

Several members explained the rationale for not rushing the review of an institutional document due to the concern over the lack of faculty involvement and holding public forums to discuss this document

NEW BUSINESS

A. No New Business Items

REPORTS

Senate President's Report:

BC President/BC Vice President

- President S. Holmes indicated that Admissions & Records has the responsibility to confirm justifications for granting students an EW. To view the EW form, *visit the [Academic Senate website](#)*.
- President S. Holmes said the district is organizing a new focus group to test a proposed change to Banner that would require access codes for registration after the first day of class. Volunteers are needed to attend meetings on both Nov 17 & at from 3-4pm.

College Council- no update

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

District Consultation Council (DCC)-no update

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

Board of Trustees (BOT)- no update

BOT website: <https://www.kccd.edu/board-trustees/meetings>

District-wide Budget Committee (DWBC)- no update

COMMITTEE REPORTS

AIQ(Commiso)-submitted as written

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

AIQ Report

***Prepared for Academic Senate, November 4,
2020 Grace Commiso, Faculty Co-Chair AIQ***

Institution-Set Standards:

- *New Dashboard – still in development phase with disaggregation metrics being added:*

<https://public.tableau.com/profile/bc.office.of.institutional.effectiveness#!/vizhome/BakersfieldCollegeInstitution-SetStandards/FallCourseSuccessRates>

- Discussion on whether OIE should still prepare data in print format now that dashboard is almost complete
- Assessment Committee still in discussion on Student Learning ISS Recommendations
- Vote scheduled on Financial Aid ISS Recommendations scheduled at November 3rd AIQ meeting

ACOMM (Wilson)-submitted as written

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

Training

- Meeting with Office of Institutional Effectiveness (10/8) regarding SLO assessment research request
- One training during AC meeting (10/9) for AC Members on review and feedback process for Assessment Report in Program Review
- Meeting with Office of Institutional Effectiveness (10/16) regarding ILO study assessment tool
- Various sessions with faculty to help with Assessment Report in Program Review

Accomplishments

- Progress towards identifying student learning metrics to be integrated with ISS
- Progress towards updating 2020-21 assessment plans
- Progress towards creating ILO study assessment tool in Qualtrics
- SLO/PLO review in eLumen (as of 10/20):
 - 163 courses and 30 programs reviewed by AC Members

Future Work

- Update SLO assessment plans for 2020-21 and post to AC website
- Re-map learning outcomes (SLO-PLO, SLO-ILO, SLO-GELO) for courses/programs revised
- Send out ILO study and analyze data
- Generate report for SLO assessment submission in eLumen by course and term
- Collaborate with AIQ Committee to connect student learning metrics with Institution-Set Standards (ISS)
- Implement SLO-ILO and AUO-ILO integration with Dean Waller

BADV (McNellis)-no update

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

BCOMM (McAllister)-no update

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

CCOMM (Menchaca/Osea)- written as submitted

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

*Curriculum Committee Report to Academic Senate November 18, 2020
Curriculum Handbook renamed 'Curriculum Reference Guide' as a compilation of best practices. Local Bakersfield College General Education Guidelines updated to clearly include Physical Education. Fall 2020 Addendum expected to be published the week of 11/16/2020.*

14 current courses and 1 new course to be submitted for consideration of CSU GE Area F: Ethnic Studies.

Committee Co-Chair Workplan includes:

- Follow up on Outstanding Items
 - 6-year reviews for courses
 - DE and CE requests for Spring
- ACCJC substantive change form for programs that can be completed more than 50% online or through Correspondence Education.
- Catalog 2021-2022
- Over 400 courses and 50 programs at various stages in workflow.

Upcoming Items include:

- CPL – Credit for Prior Learning
- CBE – Competency Based Education
- CSU GE Guidelines updates

EMC (Moreland)-no update

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

EODAC (Hirayama)-submitted as written

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

Academic Senate Report from EODAC

November 4th, 2020

- I. EODAC has brought the Racial Equity Commitments document back to E-Board. We hope to have something to senate soon.
- II. The EEO Committee for the district continues to meet and we are now breaking out into workgroups to look at hiring practices and data. More to come as that work unfolds.
- III. BC will be participating in its third e-Convening held by USC and EODAC is the lead in getting people involved. The second group just reported to EODAC on Monday November 2nd with their takeaways from their training. More to come as far as a campus-wide share out in the future.

FSC (Kelley)

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

Co-Chair P. Kelley reported the committee is reviewing and ranking the program review reports and in the process of updating their charge.

ISIT (Boyles)-submitted as written

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

ISIT Committee meeting of October 5, 2020

1. *ISIT charge was reviewed; there were no changes.*
2. *The committee reviewed the Program Review Technology Prioritization process. The committee will finalize how they will proceed on hearing the requests, via zoom or by recorded videos, at the next meeting.*
3. *Kristin Rabe, Erin Miller, Dan Hall, and Nicole Hernandez will review and summarize the results for the Spring 2020 Employee Technology Survey and will bring the report to the November meeting.*
4. *For Student Success Technology, Dan Hall shared that Chat Bot has been really helpful and they have been able to help a number of students connect with personnel from Financial Aid, Counseling, etc. in one visit, though the wait has been long for some, but at least they were waiting at home and not standing in a line on campus. Chat Bot is expected to resolve or mitigate the long waits.*
5. *Todd Coston reported that BC Southwest building (on the CSUB campus) is scheduled to be completed by May 2021, and that move-in will begin mid-spring. Also, the Chrome-book (laptop) loaner program is up and running with over 500 laptops loaned out.*
6. *Kristin shared that Public Performance Rights flier. Reps were reminded to share that all faculty need to be aware of the rules regarding showing copyrighted material to the public. Information on Public Performance Rights can be found on the ISIT Committee website.*

ISIT Committee meeting of November 2, 2020

1. *The ISIT committee reviewed the technology prioritization process. On Monday, Nov. 30, faculty will be allowed 2 minutes per technology request to address the ISIT committee. Afterwards, committee members will rank their choices, and collectively, the rankings will be used to prioritize the list so that if or when funds become available (through grants, donations, or surplus), the requests can be filled by the order of the final ranking. Anyone unable to present their request at the zoom meeting will be permitted to send a 2-minute video of the request.*

Kristin Rabe reported that there are currently 33 technology requests, which is lower than in the past, and she acknowledged that 7 academic programs have not turned in their Program Review; the Program Review report will be run this week, so this Friday is the deadline for getting in technology requests.

2. *The Fall 2020 Student Technology Survey will not be conducted because students are not on campus.*
3. *The Spring 2020 Employee Technology Survey has been summarized and is available from the ISIT Committee website. 53% of the faculty surveyed noted that they use their personal laptop when on campus.*
4. *For Academic Technology, Matt Jones shared information about the 3 Education classes that up to 400 faculty can sign up for, receiving a \$1500 stipend. About 50 spots remain available, and the stipend will be paid this semester to those who sign up before November 12. The classes must be completed by August 2021.*

Matt also noted that professional development sessions are continuing throughout the fall.

Pamela Rivers reminded everyone that requests for hosting spring 2021 flex sessions are welcome. Let her know if your topic and what day/times will work.

5. *For Student Success Technology, Dan Hall shared that the Chat Bot on the BC homepage is operational. They are finding that not as many students as they expected are being sent to live people, so the Chat Bot seems to be taking care of the requests.*
6. *For Technology Support Services, Todd Coston noted that another batch of Chromebooks has been purchased for the student loaner program and that some laptops and/or monitors have been provided to employees. BC Southwest building is progressing. Looks like the BC Southwest portables won't be used in the spring.*

PDC (Jones)

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

Co-Chair M. Jones reported they are working on a call for flex week.

PRC (Nickell)-submitted as written

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

Program Review Report to Academic Senate

November 4, 2020

Kim Nickell, Faculty Co-chair

Work for fall 2020:

- **Last meetings Tuesday Oct. 13 & 27, 2020**
 - **Norming the feedback process**
 - **Train committee members on eLumen**

- ***The reading and feedback process is underway in eLumen***

See the [Program Review web page](#) for important information regarding the PR process, including supporting documents and representatives on the committee. If your area has no representation on the committee, please consider joining us.

OFFICER REPORTS

Vice President (Strobel)- no update

Treasurer (Kim)-no update

Secretary (Garrett)-no update

Meeting summary emailed to faculty following the meeting.

ASCCC Rep (Harding)-no update

CCA (Designee)-no update

BCSGA (Martinez/McNellis)-no update

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

BCSGA: <https://www.bakersfieldcollege.edu/bcsga>

Office of Student Life: <https://www.bakersfieldcollege.edu/studentlife>

ANNOUNCEMENTS

Next meeting: November 18, 2020

ADJOURNMENT

The meeting was adjourned at 5:42 p.m.

Meeting minutes recorded by T. Perry