

College Council Meeting Minutes

September 9, 2020

[College Council Website](#)

College Council Members Present: Sonya Christian, Billie Jo Rice, Zav Dadabhoy, Jennifer Achan, Jessica Wojtysiak, Manny Mourtzanos, Craig Hayward, Steven Holmes, Grace Commiso, Alisha Loken, Kimberly Bligh, Olivia Garcia, Krista Moreland, Jason Stratton, Bernadette Martinez, Stephanie Vega, Chris Glaser, Cynthia Quintanilla

Guests/Substitutes: Reggie Bolton, Shelly Castaneda, Earl Parsons, Bill Potter, Cindy Collier, Shawn Newsom, Rich McCrow, Jo Ellen Barnes, Tarina Perry, Catherine Rangel, June Charles,

Next regular meeting: September 23, 2020

Welcome and Overview of Agenda

Christian welcomed new members, Alisha Loken and Olivia Garcia and substitutes, Shawn Newsom and Rich McCrow. College Council is an extremely effective group in moving collegewide work, and communicating with constituency groups, and Christian thanked the Council for their engagement with special College Council meetings over the summer. Christian noted the change in the meeting schedule for 2020-21 given the ongoing four-day work week schedule. College Council will meet this year on Wednesday afternoons rather than the traditional Friday mornings.

Approval of Minutes

A motion was made by Wojtysiak and seconded by Holmes to approve the minutes of April 30, 2020. Minutes were approved as presented.

President's Remarks

Christian directed the Council to the posted report and materials and highlighted the following items:

- Enrollment: Anticipate enrollments will level out as the term progresses. Inmate Ed has more than doubled the number of sections.
- Racial Equity: EODAC is taking the lead on this work and will be reporting to College Council throughout the year.
- Title V Institutional Capacity Building Grant focused on Health Sciences.
- BC has received a TRIO grant to support the college's Teacher Preparation Program.
- HEAL Webinar on September 22, 1:00-3:00pm. College Council members are encourage to attend and to invite others in their area to attend as well. This initiative is breaking ground in terms of academic partnership, awareness and literacy on public health.
- Renewable Energy is another emerging project focusing on expanding the regional portfolio as it relates to energy. In this partnership with the county, industry and environmental leaders and NREL the first webinar will be held on October 7th with NREL. BC Agriculture and Engineering departments are engaged with this work as well.
- Peace Garden: Many community members have reached out with positive comments. Existing walkways will be improved as part of the infrastructure projects; however, Measure J funding is not being used for the gardens.
- Budget Committee has been very active over the summer, engaged with and providing input to the Board Finance & Audit Committee. In particular Theresa Mcallister, Steven Holmes and Nick Strobel, Mike Giacomini and Zav Dadabhoy.
- Online Teaching Certificate: Bill Moseley and Pam Rivers created a series of courses that focus on online techniques and pedagogy. All teachers at Wasco High School are participating and BC has been asked to open the courses up statewide.
- [Contact Tracing Certificate](#) was launched over the summer. Charles Daramola developed the one-unit fully online course which has so far certified 300 individuals.

Christian asked Council members to review the report and to share information with their areas of representation.

COVID 19 Update

Collier and Potter directed the Council to posted presentation materials and highlighted the following:

- Higher Education is not open according to statewide guidelines and that only specialized lab courses that cannot be done in another format will be held face-to-face.
- Instructional Areas:
 - Course attestation form has been developed and completed for each and every section that requested face to face.
 - Collier and Potter have met with every face-to-face classroom to review the expectations, including training videos, personal health checks and temperature checks required each day before arriving on campus.
 - Masks are required on campus at all times
 - M&O is cleaning classrooms each day – about 30 classrooms used each day
- Non –instructional Areas:
 - Designated two groups: essential workforce and non-essential workforce
 - Attestation forms required for any department or group who will need to be on campus
 - Daily health checks and temperature checks are required
 - Masks are required on campus at all times
 - M&O will provide cleaning these areas asks required,
- All requirements are the same of any outside organization using BC facilities.
- Tracking of COVID-19: currently tracking a few student cases but none were due to exposure at BC. No positive exposures have occurred in the classroom.

Collier ask College Council to promote the requirements, put aside personal belief, and recognize that BC has a responsibility to model behavior and do our part to reduce the spread.

AIQ Committee Report

Commiso, Wojtysiak and Hayward directed the Council to the posted presentation materials and shared a preview of work AIQ will bring to College Council this semester.

- Annual review of the Institutional Set Standards: The ISS demonstrate how we hold ourselves accountable for student learning and student outcomes.
 - The process is that we evaluate last year’s data, present and make recommendations on revisions to College Council and Senate
 - Hayward noted that a Tableau dashboard was created to allow for additional interaction with the data.
- Financial Aid: A recommendation on adding an ISS focused on Financial Aid will come to College Council and the Academic Senate.
- AIQ and Assessment: the two groups will continue to partner this year and engage in discussion on how to support Assessment with data asking the questions, 1) How do we know if students are attaining ILO’s? 2) How do the ISS outcomes inform assessment? and 3) How do we know if learning is equitable?

Enrollment Management

Moreland and Mourtzanos directed the Council to the posted presentation materials and review the most recent enrollment data. The Enrollment Management Committee is meeting twice a month this year and focused on supporting the college enrollment goals.

Wojtysiak described how the college is using a Guided Pathways approach, with continued outreach and registration events, student outreach through Pathway phone campaigns, implementation of the Student Information Desk and direct involvement of faculty.

Bolton shared the outreach pilot in Athletics and Kinesiology engaging department faculty. By taking lists organized by momentum points, the athletics team then cross referenced the students listed already enrolled with a particular faculty member and made direct phone calls to students. Students have responded positively to the personal outreach and many have enrolled in additional courses.

A robust schedule of late-start courses have been planned, both 8-week courses beginning October 19th and 12-week courses beginning September 14th.

Moreland encouraged faculty to build a rapport with students, pause before dropping a student and utilize the Student Information Desk as resource. Resources that may be useful when outreaching to students:

- Bakersfield College Student Services <https://www.bakersfieldcollege.edu/student>
- Online Student Resources <https://www.bakersfieldcollege.edu/online/online-student-resources>
- Student Assistance (Chromebook/Electronic Equipment Advance Application) <https://www.bakersfieldcollege.edu/studentassistance>
- Bridge to BC <https://www.bakersfieldcollege.edu/sse/bridge-to-BC>

College Council members were encouraged to volunteer and ask others to join the Student Information Desk to reach our students directly.

Annual Workplan, Calendar and Committee Charge

Holmes, Martinez, Wojtysiak directed the council to the posted materials and reviewed each of the documents. The College Council annual Workplan, Calendar and Committee Charge were presented for a first read.

- [College Council Committee Charge 2020-21](#)
- [College Council Annual Workplan 2020-21](#)
- [College Council Annual Calendar 2020-21](#)

College Council members were asked to review the documents and provide any feedback prior to the next meeting and be prepared to take action at that time.

District Consultation Council

Holmes provided a written report summarizing topics from the May 2020 District Consultation Council meeting. Holmes reviewed items related to the Tentative Budget, KCCD Climate Survey, KCCD Accessibility Report and directed the Council to the documents from that meeting.

- [3E6 MIS Data.pdf](#)
- [20-21 Projected May Revise Impact \(KCCD\) \(002\).pdf](#)
- [2020-21 May Revision Joint Analysis 05-15-20.pdf](#)
- [2019 KCCD Climate Survey.pdf](#)
- [Accessibility Report for Kern Community College District 2.7.20.pdf](#)