

ACADEMIC SENATE
September 2, 2009, 3:30 P.M.
COLLINS CONFERENCE CENTER

UNAPPROVED MINUTES

PRESENT: John Gerhold (EB); Nick Strobel (EB); Tom Moran (EB); Natalie Bursztyn (EB); Rachel Vickrey; (EB); Susan McQuerrey (EB); Corny Rodriguez (EB); Karen Kettner (EB); Michael McNellis (EB); Adel Shafik; Ann Tatum; Bill Moseley; Christian Zoller; Debbie Kennedy; Diana Jackson; Jason Stratton; John Menzies; Kathy Rosellini; Klint Rigby; Kris Toler; Luis Guajardo; Maria Perrone; Marsha Eggman; Nancy Guidry; Pam Kelly; Susanne Langham; Richard Marquez; Skip Hill; Terry Meier;

ABSENT: Diana Kelly (EB); Bill Kelly; Jeannie Parent; Kimberly Chin; Kimberly Hurd; Michael Korcok;

CALL TO ORDER

The meeting was called to order at 3:33pm

REVIEW OF THE MINUTES

A motion was made to approve the minutes as presented. M/S/C: Moran/McNellis

REPORTS

President's Report:

Department Chair elections will now be held during the fall semester. This will allow departments to plan ahead when building the fall schedule each spring.

College Council met over the summer three times mostly to receive budget updates as the state and district budgets changed. In July, the Board of Trustees approved a tentative budget but asked the colleges to make further reductions that relied less on reserves to compensate for allocation decreases. The colleges have made these reductions and will present these plans to the Board in September. Additionally, College Council has been talking about internal relationships and communication, creating a task force to address the decision making process. The Decision Making Task Force (DMTF) is charged with creating a document that will explain how things get done at Bakersfield College. John Gerhold and Michael McNellis are faculty representatives on DMTF.

Consultation Council met August 22 to review the district budget cuts. Categorical programs being backfilled with district reserves have caused the district's 50% calculation to become out of compliance, but have been corrected for the adopted budget presentation. Categorical programs will be expected to live within their budget allocation for future years, with some being cut 60%. The cuts significantly affect classified staff. Additionally, Tom Burke reported that a state allocation error was discovered in favor of KCCD that amounts to approximately 3 million dollars in ongoing funds. This allocation will not be allocated to the colleges but rather set aside as a contingent for mid-year budget cuts. It was unclear where the district office made reductions, but there was a revenue reduction of 2.2 million dollars and expenditure changes of 1.2 million dollars. John will make the spreadsheets shared at Consultation Council available.

Last spring the Senate approved plans for an Assessment Coordinator and the Planning & Budget group. The Planning & Budget proposal to make this a permanent committee is on hold. The Assessment Coordinator position is not filled.

The Senate website is being updated. Faculty with input on what should be included should send ideas to the Executive Board.

Correspondence (Bursztyn): Natalie reported that three students sent thank you cards to the Senate expressing their appreciation for the scholarship they received last year.

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Union Update (Rosellini): Kathy reminded faculty that October 1 is the deadline for submitting a letter of intent to retire in order to receive the notification bonus. CCA Executive Board is monitoring the number of courses at Cerro Coso and Bakersfield College that are being converted from credit courses to Community Education. Faculty Contracts will be mailed shortly and the CCA website will also be completely soon. Contrary to rumors about faculty personnel cuts, there have not been any proposed. CCA is recommending that all faculty update their FSAs.

Student Representative (Ali): Assna Ali reported that the officers have moved into their offices and are busy with back to school activities. Officers will be traveling to Washington, D.C. for the ASGA Conference, September 23 – 27. Homecoming plans are developing and faculty are asked to encourage students to participate in activities planned for October 26 – 31.

Accreditation: Multiple drafts were published and distributed over the summer. The KCCD Board of Trustees Accreditation subcommittee met on August 31 and is happy with the current draft but suggested that the document clearly state for each recommendation which had been completed met or nearly met. The Board will approve the report at their October meeting. The complete document is available in public folders, with any feedback sent directly to Amber Chiang. Evidence should also be available online or through Vickie Turney.

OPPORTUNITY TO ADDRESS THE SENATE

There were not any requests to address the Senate.

ADDITIONS TO THE AGENDA *(must be added with a 2/3 vote of members present)*

A motion was made to add as New Business Item D, Enrollment Management. M/S/C: McNellis/Bursztyn

COMMITTEE APPOINTMENTS

A motion was made to approve the committee appointments as presented. M/S/C: Rigby/Toler

SENATE ROLES AND RESPONSIBILITIES

This item was added for the first meeting to review the role of the Senate and the role of the Senators. An important component is attendance and participation, but also important is making sure those you represent are well informed. Senators are a conduit of information to and from the Senate and the department faculty. How the communication happens is up to each Senator. The Senate is the official voice of the BC faculty, so it's vital that representatives are aware of the 10+1 items, give their full attention to the meeting discussion and communicate with those they represent.

Senate meetings do follow parliamentary procedures while still allowing for a relaxed atmosphere. Senators and officers should wait to be recognized by the chair before speaking so that each idea can be completely expressed and heard by those in attendance. A summary of common parliamentary procedures was distributed to the Senators present.

UNFINISHED BUSINESS

There was no unfinished business on which to take action.

NEW BUSINESS

Development 2009-2010 Senate Goals

The Executive Board drafted the initial list below, but is seeking Senate input and approval.

1. Focus on faculty involvement in the budget development process as related to Bakersfield College Goal #4, Fiscal Responsibility
2. Focus on college language to reflect the college's value of diversity
3. Review of prerequisites: determine the faculty's direction on how prerequisites are determined at Bakersfield College (required reading or math skill levels for transfer-level courses rather than sequential courses).
4. Ensure CB21 Coding is accurate and up to date

5. Focus on Senate responsibilities, internal senate communication

It was decided that Senators would share this list with faculty in their departments and return to the September 16 meeting with input. Also requested from the Executive Board, was a report on the 2008-09 Senate Goals.

****A motion was made to suspend the agenda and move to New Business Item D, Enrollment Management.
M/S/C: Moseley/Moran**

Enrollment Management

John Gerhold spoke with Dr. Chamberlain about changes in how faculty manage their class sizes. Chairs have been asked to keep the maximum number of students from increasing even when the instructor feels they can handle more students. Several faculty have asked what they should tell students, and the community, about why the changes were implemented. John has asked the President for a written strategy which should be available at the September 4 College Council meeting.

Faculty gave examples of the disparate guidelines each department was asked to follow. Physical Science and BMIT were able to add students up to the faculty load maximum, with BMIT adding approximately 350 students; Performing Arts added 100 students. Other departments, such as Health/P.E. were not allowed to add any students at all, while Philosophy faculty were able to add students if a written rationale was approved by the Dean. Some rationales were accepted, some were rejected. It was also reported that some class maximums were increased if the enrollment was counter-balanced with another section in the department. Prior to this past summer, faculty had control of the student enrollment decision, but now seems dependant on the Dean.

Faculty also reported how difficult it is to turn away students knowing that through attrition seats would become available later in the semester. The lack of communication, the inaccuracy of open classes in BanWeb, trouble with rolling students from waitlists and other technical problems/limitations have been frustrating to faculty and students alike.

A motion was made directing John Gerhold to contact Dr. Chamberlain about these concerns and ask for a clear and concise statement regarding the college's enrollment strategy that faculty can share with students and the community. M/S/C: Moseley/Moran

COMMITTEE REPORTS

Co-Chair Reports are provided in writing and are posted to the 2008-2009 Committee Reports Public Folder

Curriculum Committee - Susan McQuerrey

EODAC (Equal Opportunity & Diversity Advisory Committee) - Corny Rodriguez

ISIT (Information Systems & Instructional Technology Committee) - Nick Strobel

IEC (Institutional Effectiveness Committee) – Diana Kelly

Staff Development Coordinating Council - Karen Kettner

Treasurer's Report – Rachel Vickrey

Academic Calendar Committee – Kathy Rosellini

Assessment Committee

GOOD AND WELFARE AND CONCERNS

ADJOURNMENT at 5:14

ACADEMIC SENATE
September 16, 2009, 3:30 P.M.
COLLINS CONFERENCE CENTER

UNAPPROVED MINUTES

PRESENT: John Gerhold (EB); Tom Moran (EB); Natalie Bursztyn (EB); Rachel Vickrey; (EB); Susan McQuerrey (EB); Corny Rodriguez (EB); Adel Shafik; Ann Tatum; Bill Moseley; Christian Zoller; Diana Jackson; Jason Stratton; John Menzies; Kathy Rosellini; Klint Rigby; Luis Guajardo; Maria Perrone; Marsha Eggman; Nancy Guidry; Moya Arthur; Richard Marquez; Bill Kelly; Gayla Anderson Jeannie Parent; Kimberly Hurd; Michael Korcok

ABSENT: Diana Kelly (EB); Karen Kettner (EB); Michael McNellis (EB); Nick Strobel (EB); Kimberly Chin; Debbie Kennedy; Kris Toler; Pam Kelly; Skip Hill; Terry Meier

CALL TO ORDER

The meeting was called to order at 3:32pm

REVIEW OF THE MINUTES

A motion was made to approve the minutes as presented. M/S/C: Moran/Stratton

REPORTS

President's Report:

John Gerhold reviewed the highlights of the budget presentation to the Board of Trustees. The Board did adopt a budget that meets the 50% law and the Faculty Obligation Number 1.8FTE over the state requirement. The current budget analysis also indicates a district-wide reserve of over 30 million dollars with a projected increase of 1 million dollars this year. The district reserve is a combination of campus reserves, unfunded liability such as bank load, and accrued vacation time for management and classified, but does not take into account the 3 million additional ongoing state allocation.

In a recent face to face meeting Dr. Chamberlain, John reiterated the need for a simple and easily understood statement clarifying what was done and for what reasons. The statement is expected to be available at the next College Council meeting.

Dr. Chamberlain has asked for faculty participation in convening an ad hoc Budget & Planning Group that would be tasked with dealing with budget issues. The group would have representation from faculty, administrators and classified staff. John reminded the President about the ad hoc group that was formed and worked last year and that the budget process is a 10+1 matter.

A new Unit Plan template is being developed which will need Senate approval as planning processes are part of the 10+1. Every department and non-instructional and administrative areas are meant to develop annual unit plans. The unit plan form is part of the planning process and therefore falls within the scope of 10+1. According to Ann Morgan, IRP Director, the new template will be available on the IRP website soon; the information provided will be used in the annual ACCJC report; the content flow now includes consideration of environmental factors and includes the assessment plan; will be come the basis for alignment of the annual unit plan and program review form; template is easy and efficient to use and the plan elements include: unit mission, program description, summary of past year, resources needs and trend data provided by IRP.

Correspondence (Bursztyn): There was no correspondence to report. It was suggested the Senate send a card to Don Johnson.

Union Update (Rosellini): CCA President, Andrea Garrison, will meet with Chancellor, Sandra Serrano, to ensure the KCCD Ethics Policy and electronic ethics reporting will follow board policy as well as the faculty contract. Also of

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interest is that the Board of Trustees, at the June 2, 2009, meeting, approved a salary increase for the Chancellor, bringing her salary to \$282,000. This increase was based on a review of comparable districts and included increased vacation time and other benefits. Faculty should also be aware of Senate Bill 217, sponsored by Yee, "prohibits trustees and boards of governors of the California Community Colleges and the California State University from increasing the compensation of any executive officer in any fiscal year in which mandatory system-wide student fees are increased."

Student Representative (Hilda Nieblas): SGA approved four new Senators recently which allows for additional student representation and greater student involvement. Communication through increased student activities and program offerings is a focus for this year's officers. Club week was very successful with positive feedback from students. Homecoming plans continue for the week of October 26 – 31.

Accreditation: The Accreditation Mid-Term Report and Summary are available for review and will be presented to the Board of Trustees for approval on October 1. The report and summary should be available online, perhaps on the Institutional Research and Planning (IRP) website. A summary page, just behind the table of contents, shows the status of each recommendation as either fully or partially met. It is expected that the report will be accepted without a visit from the accreditation team.

OPPORTUNITY TO ADDRESS THE SENATE

Sue Vaughn, Report Delayed Grades

Sue distributed a memo outlining the concerns with RD grades along with the changes that will occur to address these concerns. The problems that arise with RD grades are incorrect transcripts, delayed financial aid awards, dropped students due to inaccurate prerequisite and academic standing data. The resolution includes notification to the chair, dean and Vice Presidents in addition to the faculty when an RD grade is entered, as well as changing RDs to either an F or NP after three weeks while also allowing instructors to change the grade in cases where the grade should have been something other than an F.

Susan McQuerrey, Curriculum Concerns

Susan presented a resolution outlining many concerns of the Senate related to the lack of Assessment activities at Bakersfield College. The resolution asks that the President, *"take action that will allow the College to meet its responsibility for faculty coordination of Assessment either through the past practice of a faculty Assessment Coordinator reporting directly to one of the Vice Presidents or by adopting the Senate recommendation of February 11, 2009 to create an Assessment Committee with an administrative and faculty co-chair."*

This resolution will be presented as a voting item at the next Senate meeting.

ADDITIONS TO THE AGENDA (must be added with a 2/3 vote of members present)

A motion was made to add New Business Item D, Report Delayed Grades. M/S/C: Moran/Kelly; A motion was made to add as new Business Ed, Unit Plan Template. M/S/C: Moran/Kelly. A motion was made to approve Unfinished Business Item C, Program Discontinuance. M/S/C: Vickrey/Moran.

COMMITTEE APPOINTMENTS

A motion was made to approve the committee appointments as presented. M/S/C: Stratton/Rosellini

UNFINISHED BUSINESS

Development 2009-2010 Senate Goals

The Executive Board drafted the initial list below, but is seeking Senate input and approval.

1. Focus on faculty involvement in the budget development process as related to Bakersfield College Goal #4, Fiscal Responsibility
2. Focus on college language to reflect the college's value of diversity
3. Review of prerequisites: determine the faculty's direction on how prerequisites are determined at Bakersfield College (required reading or math skill levels for transfer-level courses rather than sequential courses).
4. Ensure CB21 Coding is accurate and up to date

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5. Focus on Senate responsibilities, internal senate communication

John Gerhold sent an email to all faculty but did not receive any additional input directly. There was brief discussion about the first three goals, and a motion was made directing the Executive Board to present final wording for each goal at the next Senate meeting. M/S/C: Kelly/Rosellini. It was also suggested that each goal be assigned a person or persons to take the lead in getting the goal accomplished.

Enrollment Management (resolution draft)

A resolution is not yet available, but Executive Board members will continue to work on it. Given that the President indicated he would have available at College Council, September 18, a written statement explaining the enrollment management strategy used for the fall term, it was debated whether the resolution should be presented before or after the College Council meeting. Senators do not want the same frustrations for the spring term, but also want the resolution to accurately address the concerns of faculty.

A motion was made to table the matter until the next meeting or until an appropriate resolution can be crafted with a deadline of November 1, 2009. M/S/C: Stratton/Bursztyn. It was also noted that the Enrollment Management Committee hasn't met recently and did not have an active role in the decisions this fall. It was suggested that the Senate evaluate the faculty involvement with and role of this committee.

Program Discontinuance

As was decided by the Senate last year, modifications to the document need to account for non-instructional areas that affect faculty. The modifications need to be complete prior to the winter break. Volunteers from those areas are needed to draft the language. Nancy Guidry volunteered on behalf of the Library.

NEW BUSINESS

ACES

Susan McQuerrey reviewed the ACES document which includes the proposed membership and the purpose of forming this group. Senators expressed concern about the membership and purview of the group, specifically with caution about district administration making decisions about curriculum that clearly should be made by faculty and the colleges. District administration should oversee curriculum compliance, but course content should lie solely with the faculty of each department and/or college. Without the approval of the Senate, the committee existence is in question. It was suggested that the group be referred to as an Articulation Committee rather than a Curriculum Committee which might limit the scope of discussion in the meetings. Also noted was that several years ago, the idea of equal course content at each college was rejected.

Susan asked that feedback on the document be sent to her and to John Gerhold. John will be meeting with Doris Givens and other Senate representatives on September 17. It was decided to approve or disapprove the committee membership and charge at the next Senate meeting, either in its entirety or with modifications.

Foundation Donations

Rachel Vickrey briefly explained the agenda item and asked Senators to consider designating dues contributions toward faculty awards in addition to student scholarships.

Assessment (Resolution Draft)

Senators reviewed the resolution draft and were asked to share with those in their departments. Voting will take place at the next Senate meeting.

COMMITTEE REPORTS

Co-Chair Reports are provided in writing and are posted to the 2009-2010 Committee Reports Public Folder

Curriculum Committee - Susan McQuerrey

EODAC (Equal Opportunity & Diversity Advisory Committee) - Corny Rodriguez

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Staff Development Coordinating Council - Karen Kettner
Treasurer's Report – Rachel Vickrey
Academic Calendar Committee – Kathy Rosellini
Assessment Committee

GOOD AND WELFARE AND CONCERNS

ADJOURNMENT at 5:06

ACADEMIC SENATE
September 30, 2009, 3:30 P.M.
COLLINS CONFERENCE CENTER

UNAPPROVED MINUTES

PRESENT: John Gerhold (EB); Tom Moran (EB); Natalie Bursztyn (EB); Nick Strobel (EB); Rachel Vickrey; (EB); Susan McQuerrey (EB); Ann Tatum; Bill Moseley; Christian Zoller; Diana Jackson; Jason Stratton; John Menzies; Kathy Rosellini; Klint Rigby; Luis Guajardo; Maria Perrone; Nancy Guidry; Moya Arthur; Richard Marquez; Bill Kelly; Gayla Anderson; Jeannie Parent; Kimberly Hurd; Michael Korcok; Kris Toler; Skip Hill

ABSENT: Diana Kelly (EB); Karen Kettner (EB); Michael McNellis (EB); Corny Rodriguez (EB); Adel Shafik; Kimberly Chin; Debbie Kennedy; Pam Kelly; Terry Meier; Marsha Eggman

GUESTS: Greg Chamberlain; Janet Fulks

CALL TO ORDER

The meeting was called to order at 3:33pm

REVIEW OF THE MINUTES

A motion was made to approve the minutes as presented. M/S/C: Moran/Moseley

REPORTS

President's Report (Gerhold)

Student G-mail is scheduled to go live in January; faculty are asked to encourage students to use these accounts.

Dr. Chamberlain will be holding two President's Forums on October 19, both in the Collins Conference Center, 1:30p.m. – 2:30p.m. and 5:00p.m. – 6:00p.m. The Chancellor will also visit the campus and make herself available to faculty 11:30a.m. – 1:00p.m. on November 30.

The district administration is interested in having all three colleges establishing an online platform norm – choosing between Etudes and Moodle. Currently, the options are being discussed with ITC and ISIT. The Chancellor has asked that a decision be made prior to the winter break. Faculty can provide input directly to Bill Moseley and Nick Strobel. There is not an established process for how the decision will be made, but it seems the rationale behind making a choice is to conserve both financial and personnel resources in addition to establish consistency for students.

The Decision Making Task Force (DMTF) continues to meet and expects to have documents to share soon. The Program Review process will again include College Council with presentations being made later in the semester.

Consultation Council members have been asked to review two sections of Board Policy; one related to articulation with local high schools which could provide faculty with influence over certain high school final exams and the other addressing the credit by exam policy which would eliminate the 12-unit minimum requirement. Proposed changes will be shared with Senators who will be asking to solicit input from department faculty.

Correspondence (Bursztyn)

There was no correspondence to report.

Union Update (Rosellini)

Hard copies of the new contract are still being printed but an electronic version is available online. A special election for Secretary and the Porterville College campus representative will be held on October 7 and 8. CCA is also looking to appoint additional representatives to the Fringe Benefits Committee. Interested faculty should contact Andrea

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Garrison. CCA is working with the Academic Senates regarding the 2010-2011 Academic Calendar. Input on the calendar should be sent to Kathy Rosellini. Lastly, there have been requests for Mode B evaluations to be done out of cycle—CCA does not support this practice.

Student Representative (Hilda Nieblas): Hilda reported on a new program SGA has started for students who are on academic probation. The program is designed so that students can help other students succeed.

Accreditation

The KCCD Board of Trustees will take action October 1 on the Accreditation Mid-Term Report.

OPPORTUNITY TO ADDRESS THE SENATE

Greg Chamberlain: Dr. Chamberlain distributed documents outlining the needs of both the ad hoc Accreditation Committee and the ad hoc Budget and Planning Committee and reviewed the need and goals of each.

In an effort to prepare for the 2012 Accreditation, Dr. Chamberlain is asking that a subcommittee of College Council assemble to determine the next steps regarding development of the Self Study and prepare for the campus visitation. This group will consist of 2-3 faculty, 1-3 administrators and 1 classified representative.

As the college continues to deal with budget issues Dr. Chamberlain is forming an interim task force that will provide to the President and College Council ideas on budget conservation and reduction possibilities. This group will gather and respond to input as the campus wide structure is being developed through the Decision Making Task Force. Dr. Chamberlain recognized that last spring the Senate recommended a standing committee with an administrative co-chair, faculty reassign time and classified support; however, approval of this proposal is premature and formal committee development should wait until DMTF has completed it's work. This temporary group will use the current district budget along with the assumption of mid-year and 2010-11 cuts as it prepares recommendations. Dr. Chamberlain does not believe across the board cuts make sense.

****A motion was made to suspend the agenda to address Unfinished Business Item D, ACES, along with discussion with Janet Fulks. M/S/C: Moran/Rosellini**

Janet Fulks: The Curricunet Committee met over the summer and saw a need for a district-wide curriculum committee. Other college districts use a group like this and experience a more efficient and better-working process for the colleges and students. It is the hope of the faculty involved that this committee would prevent district administration from rejecting and stalling the approval of curriculum already approved by the college Curriculum Committee. The Vice-Chancellor does have the administrative responsibility to check curriculum for compliance prior to the Board of Trustees approval; however, it seems that some curriculum decisions have been made without the inclusion of faculty. A district-wide curriculum committee could be the opportunity for faculty to sit with the Vice Chancellor to provide a better understanding of the curriculum being forwarded.

Senators commented that the membership is heavy with administrators and suggested that only one CTE representative and only Vice-President, rotating from each college, be included. It was also suggested that an uneven number of representatives should be included if voting was to take place. Janet clarified that it would not be a voting body, but rather that out of compliance curriculum and/or questions from the committee would be sent back to the college curriculum committees. It was then suggested by Senators to state explicitly in the committee document what role the committee would have, specifically outlining that it is a consultative body with responsibility to communicate with the college curriculum committee and discipline faculty. It was also suggested that the statement, "develop process for curriculum approval" be removed from the Committee Evaluation section on page 3. The Math department expressed concern with math curriculum being piloted and asked that the reference be removed.

Also of great concern to the Senators present is the loss of curriculum decisions being made at the college or all three colleges being forced to use the same curriculum. Janet assured the Senate that Curricunet allows all three colleges to review new and existing curriculum simultaneously but that each college can still approve and move forward with their own curriculum.

A motion was made asking Janet to revise the document with the Senate's suggestions for the Senate to review and vote on at the October 14 meeting. M/S: Stratton/Menzies

Senators asked that the document be clear about the committee charge and to clarify the evaluation process. Janet Fulks recommended that some of the decisions about how the committee will operate be left to the committee members and reminded the Senators that this is an opportunity for the local curriculum committee to have a voice at the district level. Janet also cautioned the Senate that if something isn't in place, then the current practice will continue without faculty involvement. It was noted that district administration has a long habit of assuming 10+1 rights and responsibilities—currently with curriculum— and the Senate does not want anything written that administration can use to circumvent the Senate's role and responsibility.

The question was called by Bill Kelly and the motion carried unanimously.

ADDITIONS TO THE AGENDA *(must be added with a 2/3 vote of members present)*

A motion was made to add New Business Item D, Accreditation and New Business Item E, Budget and Planning. M/S/C: Bursztyn/Stratton. The motion carried unanimously.

COMMITTEE APPOINTMENTS

A motion was made to approve the committee appointments as presented. M/S/C: Moran/Rosellini

UNFINISHED BUSINESS

Program Discontinuance

Library faculty have reviewed the document and suggested changes related to non-instructional areas. Counseling faculty are now reviewing and will provide input as well.

2009-2010 Senate Goals

The prepared goal statements were reviewed and a suggestion was made to modify the wording in Goal #2 from "value the commitment" to "it's commitment to." A motion was made to accept the 2009-10 Senate Goals as modified. M/S/C: Vickrey/Stratton

Enrollment Management

John Gerhold forwarded to the Senate a document from Nan Gomez-Heitzeberg. The Executive Board has invited Vice-President Gomez-Heitzeberg to the October 7 Executive Board meeting and recommends inviting her also to the Senate. A motion was made to table this topic until the Vice-President had an opportunity to address the Senate on October 14. M/S/C: Stratton/Moran

Foundation Donations

Rachel Vickrey distributed information outlining the Senate's expected income for 09-10 and the expected expenses for the year. Currently, Senate dues are directed to student scholarships; however, other designations could be made. For instance, the Margaret Levinson Award is not well-funded and is in need of additional donations to continue making a financial award along with the recognition. Rachel asked for Senate approval to make faculty awards one of the dues designation choices. Senators should expect to vote on this option at the October 14 meeting.

Assessment

A resolution in support of faculty involvement in Assessment was previously shared and discussed with the Senate. A motion was made to accept the resolution as presented. M/S: Bursztyn/Rosellini. The motion carried unanimously.

NEW BUSINESS

Report Delayed Grades

Senators were asked to share the information presented by Sue Vaughn and to solicit feedback from their respective departments. Senators should expect to see this as voting item on October 14.

Unit Plan Template

The template can now be found online. Senators should seek input from faculty and bring those comments or concerns to the Senate for discussion. Senators should also be prepared to vote on this item at the October 14 meeting.

Emergency Resolution: Reducing District Administration Role in the Curriculum Approval Process

Senate Presidents at all three colleges have agreed that this resolution should go forward with approval from all three Senates. The resolution will be ready for review and voting at the October 14 meeting.

COMMITTEE REPORTS

Co-Chair Reports are provided in writing and are posted to the 2009-2010 Committee Reports Public Folder

Curriculum Committee - Susan McQuerrey

EODAC (Equal Opportunity & Diversity Advisory Committee) - Corny Rodriguez

ISIT (Information Systems & Instructional Technology Committee) - Nick Strobel

IEC (Institutional Effectiveness Committee) – Diana Kelly

Staff Development Coordinating Council - Karen Kettner

Treasurer's Report – Rachel Vickrey September 2009 Treasurer's Report was distributed at this meeting and is available in public folders

Academic Calendar Committee – Kathy Rosellini

Assessment Committee

GOOD AND WELFARE AND CONCERNS

ADJOURNMENT at 5:08

ACADEMIC SENATE
October 14, 2009, 3:30 P.M.
COLLINS CONFERENCE CENTER

UNAPPROVED MINUTES

PRESENT: John Gerhold (EB); Tom Moran (EB); Natalie Bursztyn (EB); Nick Strobel (EB); Rachel Vickrey; (EB); Susan McQuerrey (EB); Corny Rodriguez (EB); Adel Shafik; Ann Tatum; Bill Moseley; Christian Zoller; Diana Jackson; John Menzies; Kathy Rosellini; Klint Rigby; Luis Guajardo; Nancy Guidry; Richard Marquez; Bill Kelly; Gayla Anderson; Jeannie Parent; Kimberly Hurd; Marsha Eggman; Debbie Kennedy; Kris Toler; Pam Kelly; Skip Hill;

ABSENT: Diana Kelly (EB); Karen Kettner (EB); Michael McNellis (EB); Kimberly Chin; Terry Meier; Michael Korcok; Maria Perrone; Jason Stratton; Moya Arthur;

GUESTS: Nan Gomez-Heitzeberg

CALL TO ORDER

The meeting was called to order at 3:32 pm

REVIEW OF THE MINUTES

A motion was made to approve the minutes as presented. M/S/C: Kelly/Rosellini

REPORTS

President's Report (Gerhold)

John sent by email the ASCCC resolutions being considered at the Fall 2009 Plenary. Senators are encouraged to review the resolutions and provide input to John Gerhold and Michael McNellis by October 30.

The Assessment Resolution has been sent forward to Dr. Chamberlain. Greg has been out of town and therefore has not responded to the Resolution.

A draft version of Board Policy Section 4D2, related to Certificates is available. This draft will go through the Curriculum Committee first then to the Senate for voting. The approval of this policy is what is causing the delay in resolving the certificate issue. There is existing policy but Title 5 is requiring some changes to be made. KCCD administration would like changes made beyond that required of Title 5 related to the certificate criteria.

Correspondence (Bursztyn)

There was no correspondence to report.

Union Update (Rosellini)

Kathy reported on a survey that was distributed at the CCA Conference that compared the number of faculty with Doctoral degrees among colleges. It was also shared that Mira Costa Community College is the only other Community College District with higher reserves than KCCD. Mira Costa is a basic aid district, which means that the local property tax revenues are higher than normal reimbursement rates and therefore they do not receive any state money. CCA is suggesting to faculty that many stipends are being cut they should not work without compensation. As a reminder to faculty, course syllabi and class packets are intellectual property and do have to be shared. The special elections were cancelled due to a lack of interest. Faculty are being encouraged to contact CCA representatives about getting involved.

Student Representative (Hilda Nieblas):

SGA Chief of Staff, Shahzeb Shaheen, reported that Homecoming is October 31 that Karen Kettner will be serving as Grand Marshal. SGA would like faculty assistance in promoting Spirit Week Activities. SGA Officers would like to visit classes to share information with students. Shahzeb was asked what percentage of the SGA budget is spent on Homecoming. He estimates the expenses will be \$25,000. Also reported is the arrival of new Dean of Students, Joyce Coleman. SGA officers are very pleased as Dean Coleman has been very helpful and provided a fresh perspective for the group.

Accreditation

The final report was accepted and approved by the Board of Trustees, October 1, 2009.

OPPORTUNITY TO ADDRESS THE SENATE

Nan Gomez-Heitzeberg gave a brief outline about how decisions were made for the fall term. As the budget woes evolved over the summer it was evident that cuts were necessary across all areas as the college had open approximately 1800 sections. Faculty chairs and Educational Administrators began meeting in May and did so throughout the summer months to talk about options. They discussed how to provide a comprehensive schedule while taking into consideration the budget constraints. The schedule was cut to 1612 sections with the intention of serving as many students as possible while keeping in mind the service cost of increasing the number of students.

Senate representatives expressed the primary issue being communication to faculty. Faculty are hopeful that more information will be communicated directly to faculty for the spring. It would be helpful for all faculty to be on the same page rather than left to wonder why some department were allowed to do things other department were not. Additionally, faculty would like to have more control over adding seats.

Nan stated that contract obligations, meeting the core mission and the impact on student services will guide the decisions in the spring. It is anticipated that spring will have the same number of sections, near 1600, but that classes that were fun to do in the past will likely not be seen. Faculty should be directed to discuss class maximums, including waitlists, with their Department Chairs. The individual department decisions will take into consideration facilities, pedagogy and individual faculty. It is important to know that the college will not serve everyone because the college will not get the money to serve everyone. The entire campus community needs to be thoughtful about how we serve the community and the impact the increase of a few students in each class will have across campus.

****A motion was made by Vickrey and seconded by Moran to suspend the agenda to address New Business Item A. The motion carried with one objection.**

Ad Hoc Budget & Planning Committee

The Senate approved last year to pilot an ad hoc budget and planning group and then approved a proposal in the spring to make the group a permanent standing committee. It is surprising to see now a proposal from the President for a separate ad hoc committee. The Senate is primarily concerned with the group going forward without a faculty co-chair.

A motion was made to vote on the item. M/S/C: Hill/Rosellini. The motion carried unanimously.

A motion was made to approve the committee with a recommendation for a faculty co-chair. M/S/C: Hill/Rosellini. The motion carried unanimously.

ADDITIONS TO THE AGENDA *(must be added with a 2/3 vote of members present)*

There were no additions to the agenda

COMMITTEE APPOINTMENTS

A motion was made to approve the committee appointments as presented. M/S/C: Moran/Rosellini

UNFINISHED BUSINESS

Program Discontinuance

Library faculty have reviewed the document and made suggestions to the document. Counseling faculty will meet to review on Monday, October 19 and will forward their suggestions at that time.

Enrollment Management

Senate representatives expressed a strong need to know what to tell students. The information needs to be consistent and shared broadly so that all faculty and staff are giving congruent information to students and the community at large. John Gerhold asked for volunteers to craft a resolution if that is still the intention of the Senate. Skip Hill, Pam Kelly and Tom Moran expressed interest in preparing a draft for the Senate to review.

ACES

A motion was made to approve the amended version of the ACES document. M/S: Rosellini/Moran.

Senators expressed concern that the current process is not very effective and would like to see something done to improve the process. Curriculum is clearly a 10+1 matter but the Senate cannot guarantee that district administration will be compelled to take the recommendation of the Senate. The Senate must be willing to defend its rights and take action to impact the belief and actions of district administration.

The current issue of curriculum being held at the district rather than being forwarded to the Board of Trustees will hopefully be resolved with this committee in place. ACES should facilitate questions and concerns by district administration to be addressed in collaboration with local Curriculum Committees so that the process is not stalled and the Board does have the opportunity to directly approve or disapprove curriculum presented to them by the faculty.

The question was called by Moran. The motion carried with two objections and three abstentions.

Foundation Donations

Rachel reviewed the letter and donation form changes that needs Senate approval. The changes allow for an additional dues designation directly to faculty awards. A motion was made to accept the changes as presented. M/S/C: Moran/Bursztyn

Report Delayed Grades

Sue Vaughn addressed the Senate with a proposal to change the RD Grades procedure. M/S: Rosellini/ Bursztyn. The motion carried with one abstention.

Unit Plan Template

Despite the belief of management that the template does not fall within the 10+1, the unit plan form/template is the only process in place, which clearly ties to 10+1. Dr. Chamberlain has given the impression that the budget process will include suggestions to the ad hoc Budget and Planning Committee rather than go through the unit plan process but faculty voting is not involved in the budget process. It should be noted that although the Senate has had discussion related to the unit plan format, no precedent has been set in approving the form so approving it now could set that precedent and allow the Senate more control over the process in the future.

A motion was made to approve the unit plan template as a pilot to be reviewed by the Senate in the spring 2010. M/S/C: Vickrey/Bursztyn. The motion carried with one abstention.

Emergency Resolution: Reducing District Administration Role in the Curriculum Approval Process

A motion was made to approve the resolution as presented. M/S: Bursztyn/Moran. A friendly amendment was made to add the word certificate where appropriate, which was accepted. The motion carried unanimously

John Gerhold explained the intent of all three Senates to approve and present to the Board of Trustees together.

NEW BUSINESS

Ad Hoc Accreditation Committee

A motion was made to vote on this item. M/S/C: Rosellini/Moran

A motion was then made to approve the committee as proposed. M/S: Rosellini/Moran

John Gerhold expressed the benefit of approving this committee will be to allow the college to work on tasks a year or two ahead of when they need to be completed, adding, that the college needs to be in compliance as soon as possible. It was suggested that a faculty co-chair would benefit the group but may not be needed since this group has a narrow scope and will meet only briefly.

Rosellini called the question and the motion carried without objection.

COMMITTEE REPORTS

Co-Chair Reports are provided in writing and are posted to the 2009-2010 Committee Reports Public Folder

Curriculum Committee - Susan McQuerrey

EODAC (Equal Opportunity & Diversity Advisory Committee) - Corny Rodriguez

ISIT (Information Systems & Instructional Technology Committee) - Nick Strobel

IEC (Institutional Effectiveness Committee) – Diana Kelly

Staff Development Coordinating Council - Karen Kettner

Treasurer's Report – Rachel Vickrey

Academic Calendar Committee – Kathy Rosellini

Assessment Committee

GOOD AND WELFARE AND CONCERNS

ADJOURNMENT at 5:11

ACADEMIC SENATE
October 28, 2009, 3:30 P.M.
COLLINS CONFERENCE CENTER

UNAPPROVED MINUTES

PRESENT: John Gerhold (President); Tom Moran (Vice President); Natalie Bursztyn (Secretary); Rachel Vickrey; (Treasurer); Diana Kelly (IEC Co-Chair); Karen Kettner (Staff Development Co-Chair); Michael McNellis (ASCCC Representative); Susan McQuerrey (Curriculum Co-Chair); Adel Shafik; Ann Tatum; Bill Moseley; Christian Zoller; Diana Jackson; John Menzies; Kathy Rosellini; Clint Rigby; Luis Guajardo; Nancy Guidry; Richard Marquez; Bill Kelly; Gayla Anderson; Jeannie Parent;; Marsha Eggman; Debbie Kennedy; Kris Toler; Pam Kelly; Skip Hill; Brent Damron (Pam Kelly); Terry Meier; Michael Korcok; Maria Perrone; Jason Stratton; Moya Arthur (Reggie Williams);

ABSENT: Corny Rodriguez (EODAC Co-Chair); Nick Strobel (ISIT Co-Chair); Kimberly Chin; Kimberly Hurd

GUESTS: Doris Givens, Vice Chancellor, Educational Services; Anthony Ellrodt, Renegade RIP; Jennifer Johnson, Nursing; Dennis Jorgensen, EIT; A. Todd Jones, Communication; Wally Simmons, BMIT; Pat Coyle, FACE; Greg Cluff, Agriculture; Kimberly Van Horne, Academic Development; Nan Gomez-Heitzeberg, Interim Vice President of Academic Affairs;; Dawn Dobie, Library; Sue Vaughn, Director of Admissions & Records; Andrea Garrison, CCA President; Kate Pluta, English; Christy Newsom, SGA President

CALL TO ORDER

The meeting was called to order at 3:34 pm

*****A motion was made to suspend the agenda to allow Doris Givens the Opportunity to Address the Senate.**
M/S/C: Moseley/Menzies

OPPORTUNITY TO ADDRESS THE SENATE

John Gerhold introduced Doris Givens, Vice Chancellor of Educational Services and explained that the Vice Chancellor intended to address Senate concerns related to Board Policy Section 4D2 and other matters related to the curriculum process. Doris had been provided written questions prior to the Senate meeting and agreed to address those questions individually.

Dr. Givens explained that the Board of Trustees would like to hear how administration and faculty have come to agreement and resolved these issues. Dr. Givens read the first written question, "What is the exact rationale for renaming low-unit certificates, and why is the name Certificates of Specialization not acceptable?" and explained that Title 5 has changed the language related to certificates, now requiring specific criteria for 18-unit and above certificates and a specific name for those between 12 and 18 units with local boards having the ability to name those less than 12-unit certificates. Dr. Givens explained further that a Board of Trustee subcommittee has indicated a desire for KCCD Board Policy to reflect the state regulations, with a name and criteria that can used to set the standards and measure what exactly a student has accomplished when a certificate is awarded by the district. The Board is expecting now that a new name and criteria will be developed collaboratively between faculty and administration. When asked why the name, Certificates of Specialization, had not been accepted, Doris indicated that the name has been used before in this district and that a new name, along with criteria, would distinguish certificates from this point forward as having been reviewed by the district office and approved by the Board of Trustees. Dr. Givens also noted that the name had not been submitted yet to the Board of Trustees for approval.

Discussion continued with comments from faculty of varied departments all expressing frustration with the situation. With examples from Agriculture, Nursing and Engineering and Industrial Technology, it was clear that hundreds of students, who have completed the required coursework as outlined in the College Catalog, will not be awarded the appropriate certificates. Specifically, EIT awarded 233 certificates in 2007-08 and 132 in 08-09 but will not be able to award any this year if this issue is not resolved. Faculty explained that without the certificates many students will not be eligible to test for state licensing or be considered for employment. Additionally, faculty expressed frustration with the decision to stop awarding certificates without any faculty involvement.

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According to Dr. Givens the topic was presented at the District Consultation Council meeting where faculty representatives were present. Dr. Givens says it is clear that the processes district administration thought provided information to the campuses did not work. John Gerhold agreed that the topic had been on the District Consultation Council agenda, first in the Fall of 2008, but not discussed, and then again on May 18, 2009 where the discussion indicated an issue with the name and criteria. Given that May 18 was after the term had ended it was understood the matter would be taken up again in the fall, which is why the Senate is addressing the topic at this time.

Faculty also questioned whether current board policy was being followed as it relates to recommendations from the Curriculum Committee being approved by the Board of Trustees rather than being held by district administration for approval. Additionally, the Curriculum Committee did submit a name change last year to Certificate of Specialization that was not presented to the Board of Trustees but was rejected at the district administration level. Additionally, faculty do not agree that the Title 5 changes actually require criteria for less than 12-unit certificates.

Faculty expressed a desire to resolve the issue for students and asked Dr. Givens for clear and specific information that would satisfy district administration. It was noted that typically when there is a change in policy and students are caught in the middle, there is a grandfather clause or a provisional process that allows students to move forward in the interim. Dr. Givens said that the sense of the Board is that once you know the law you don't break the law and that the Board of Trustees is given the responsibility for approving the criteria and has, through Sandra and district administration, asked that the criteria make clear what a student is able to do when the certificate is awarded.

John Gerhold explained that because this is a revision to existing Board Policy that the Academic Senates from all three colleges will need to approve the language related to the name change and any criteria before the change could go forward to the Board of Trustees. Further, John suggested that the Curriculum Committee approve a name change and any criteria required for the certificate.

A motion was made that a recommendation be forwarded to the Curriculum Committee to make as a single criterion for less than 18-unit certificates that would establish that each course must be completed with a minimum grade of C; and that such certificates be named Certificates of Proficiency, Certificates of Qualification or Certificates of Accomplishment or Certificates of Specialization. M/S/C: Bursztyn/B. Kelly. The motion carried unanimously.

An additional question was asked of Dr. Givens about why minor changes to curriculum, on courses that have already have Board approved, now need to be approved by the Board. Dr. Givens deferred to Nan Gomez-Heitzeberg who explained that the question is what constitutes a minor change. Faculty asked if the procedures were available in writing. Dr. Givens explained that Curriculum requests come from the colleges to the Educational Services office, then to the Chancellor's Administrative Council for review while preparing the Board agenda, and that questions regarding the curriculum requests are taken back to the campus Vice-President. Nan Gomez-Heitzeberg indicated that campus procedures were available in writing. It was also suggested that the goldenrod-colored form that is used for changes to curriculum be reviewed by the Curriculum Committee.

REVIEW OF THE MINUTES

The minutes were not approved at this meeting, but will be presented at the November 18 meeting for approval.

REPORTS

President's Report (Gerhold)

The Chancellor did offer for faculty the opportunity to participate by submitting suggested topics for the board retreat. The deadline for submitting suggestions is November 16.

Co-Chair Reports – Written reports from Curriculum IEC and ISIT have been distributed electronically and posted to the Academic Senate public folders.

Correspondence (Bursztyn) – There was no correspondence to report.

Treasurer(Vickrey) – An electronic letter and dues designation form was sent to all faculty that includes an option to designate dues toward faculty awards. It should be noted that new forms submitted will supersede any past designations.

Union Update (Rosellini) – Kathy reported that Abe Ali will not approve faculty stipends without the proper paperwork on file. Faculty should ensure that Human Resources has the appropriate documentation prior to submitting a request for payment.

Student Representative (Newsom): Homecoming activities are going well with great student involvement. SGA President, Christy Newsome also noted the Pep Rally to be held Thursday, October 29 will be legendary. Faculty are encouraged to attend the Homecoming football game and festivities on October 31.

ADDITIONS TO THE AGENDA *(must be added with a 2/3 vote of members present)*

COMMITTEE APPOINTMENTS

A motion was made to approve the committee appointments as presented. M/S/C: Bursztyn/Toler

UNFINISHED BUSINESS

Program Discontinuance

Library and Counseling department faculty have reviewed the program discontinuance policy and have made suggestions to the document. Senators should be prepared to vote on this policy at the November 18 meeting.

NEW BUSINESS

Assign Responsibility for Senate Goals

The Executive Board shared suggestions for assigning responsibility for each of the five Senate Goals. The Senate discussed these options and the following was decided:

1. The goal to ensure faculty involvement in the budget development process as related to Bakersfield College Goal, Fiscal Responsibility has been completed.
2. A motion was made to assign EODAC the responsibility to take action to ensure the college demonstrates its value of diversity in its planning and public statements. M/S/C: Rosellini/Bursztyn
3. A motion was made to assign the responsibility of establishing guidelines and recommendations for assigning Math and English skill level prerequisites for transferable courses and accountability procedures to ensure that students meet prerequisites prior to enrolling in courses with such requirements to an Ad Hoc group consisting of Counseling, Math, English, ESL and Academic Development faculty. M/S/C: Rosellini/Stratton
4. The goal to work with Admissions and Records to develop a system to ensure that CB 21 coding is accurate and up to date has been completed.
5. A motion was made to assign the Executive Board the responsibility of promoting campus-wide involvement in the Senate by focusing on improved communication, hands-on training and leadership recruitment. M/S/C: Rigby/Rosellini

Board Policy Revisions

In relation to Board Policy sections that must “rely primarily upon the advise and judgment of faculty”, John Gerhold explained that it is not appropriate for district administration to take a faculty recommendation and layer it with their own recommendation when asking the Board of Trustees to take action. Senators were asked to review Board Policy section 4B6D-G and 4C1 and be prepared to vote on the revisions at the November 18 meeting.

Academic Calendar 2010-11

The draft presented to the Senate appears to be identical to the current calendar and has been approved by the Porterville College Academic Senate. Also, the Rad Tech and Health/P.E. departments have reviewed the calendar and have given no objection. It should be noted that certain dates are listed as instruction days but classes may not be offered. Some areas need instructional days available to them. The start date for the summer session does not require that all summer offerings begin on that date. The Senate could make a recommendation for when Bakersfield College's summer session should start, but Dr. Chamberlain has suggested the Senate consider postpone making such a recommendation until later in the year. Senators should share the calendar with their department faculty and be prepared to vote at the November 18 meeting.

Ongoing Curriculum Concerns

The Executive Board continues to address these matters as they relate to the 10+1.

Time Block Concerns

The Math department has expressed concern with the current time block pattern and has expressed a desire to make adjustments to the pattern, specifically to 4 and 5 unit courses, if it wouldn't interfere with other departments. It seems that local administration is not supportive of these adjustments. Math faculty would like the Senate to consider that matter.

GOOD AND WELFARE AND CONCERNS

ADJOURNMENT at 5:11

ACADEMIC SENATE
November 18, 2009, 3:30 P.M.
COLLINS CONFERENCE CENTER

UNAPPROVED MINUTES

PRESENT: Tom Moran (EB); Natalie Bursztyn (EB); Diana Kelly (EB); Nick Strobel (EB); Corny Rodriguez (EB); Rachel Vickrey; (EB); Ann Tatum; Bill Moseley; Christian Zoller; Diana Jackson; John Menzies; Kathy Rosellini; Luis Guajardo; Nancy Guidry; Richard Marquez; Bill Kelly; Gayla Anderson; Jeannie Parent; Kimberly Hurd; Debbie Kennedy; Kris Toler; Pam Kelly; Terry Meier; Maria Perrone; Jason Stratton

ABSENT: John Gerhold (EB); Karen Kettner (EB); Susan McQuerrey (EB); Michael McNellis (EB); Kimberly Chin;; Michael Korcok;; Moya Arthur; Adel Shafik; Klint Rigby; Marsha Eggman; Skip Hill;

GUESTS: Rebecca Head, Tom Greenwood, Mike Moretti

CALL TO ORDER

The meeting was called to order at 3:35 pm

REVIEW OF THE MINUTES

A motion was made to approve the minutes as presented. M/S/C: Vickrey/Rosellini

A motion was made to approve the minutes of October 14, 2009 M/S/C: Bursztyn/B. Kelly

REPORTS

President's Report (Gerhold)

Tom Moran sat in for John Gerhold who was out of town. Tom did not have a report to provide on John's behalf.

Co-Chair Reports

Written reports from IEC, ISIT and Curriculum Committees can be found in the Academic Senate public folders.

Correspondence

There was no correspondence to report.

Treasurer

Rachel Vickrey reminded Senators that Senate dues can now be designated to support faculty awards and that contributions are voluntary and tax deductible.

Union Update

Kathy Rosellini reminded faculty that the faculty seniority list is online and faculty are encouraged to check the list for accuracy.

Student Representative

There was not an SGA report given.

OPPORTUNITY TO ADDRESS THE SENATE

ADDITIONS TO THE AGENDA *(must be added with a 2/3 vote of members present)*

A motion was made to add as New Business Item G, Course Repeatability. M/S/C: Bursztyn/Vickrey

COMMITTEE APPOINTMENTS

A motion was made to approve the committee appointments as presented. M/S/C: Stratton/Bursztyn

UNFINISHED BUSINESS

Program Discontinuance

It was noted that both Library and Counseling faculty have reviewed the document and have submitted additional language that addresses student services. A motion was made to approve the changes as presented.

M/S/C: Rosellini/Guidry

Board Policy Revisions

A question was raised as to the strength of the language with the use of the word recommended as opposed to approved. A motion was made to approve Board Policy Section 4B6D-G, High School Articulation

M/S/C: Bursztyn/Rosellini

A motion was made to approve Board Policy Section 4C1, Credit by Examination. M/S/C: Rosellini/B. Kelly

Tom Moran reviewed the modified language in Section 4B as it relates to the involvement of faculty through the Curriculum Committee and specifically, the approval process. A motion was made to delay voting on the proposed board policy revision until December 2. The Executive Board will suggest modified language at that time.

M/S/C: Bursztyn/B. Kelly.

Academic Calendar 2010-2011

A motion was made to approve the 2010-2011 Academic Calendar as presented. M/S/C: Bursztyn/Rosellini

The calendar indicates that summer instruction will begin May 23, but this is simply to allow departments flexibility when scheduling courses, rather than a requirement that all classes start on this date.

NEW BUSINESS

DSPS Concerns Regarding Repeatability

Diana Kelly provided a brief synopsis of the issue on behalf of those students being affected. The Senate may not have intended that repeatability limits to affect DSPS students when changes were made in 2007; however, the lack of clarity in the current catalog language is now preventing DSPS students from participating in early registration. Early registration is important for these students so that accommodations such as sign language interpreters and alternative media materials can be arranged prior to the start of classes. It was clarified that the students are not legally entitled to the accommodation.

A motion was made approve the resolution as presented to support the early registration for DSPS students even when repeating beyond the limits. M/S/C: Bursztyn/Menzies

Time Block Concerns

Math Department representatives did bring the issue to Dr. Chamberlain who suggested the matter be taken up with the Senate. Tom Greenwood distributed a document explaining the Math Department's concerns. Specifically, the Math Department has many 4-5 unit courses but the current time blocks are more geared toward 3 unit courses with the main concerns being with the common start times and the time between classes. The Math Department lost an entire day section with the current time block and with only 25 minutes between classes faculty find it difficult to hold constructive office hours that meet with students' schedules.

The Math Department would like the Senate to support flexibility in the time blocks, such as adjusting start times by 10-15 minutes. The Math Department would also like the Senate to research the time block usage at similar colleges. It was suggested that Patrick Fulks could provide information that was used in the development of the past time blocks.

Board Policy Revision, 4D2

Tom distributed the revised language and asked that Senators share the language with their departments and be prepared to vote at the December 2 meeting.

Commission on Athletics Decision affecting BC Students

Pam Kelly explained that the Commission on Athletics has decided to move Bakersfield College to the northern conference. This change would negatively affect students and faculty as well as travel budgets. Competition in the northern conference requires traveling further distances which means students and faculty will be required to be out of class for 3-4 days rather than the usual 2 days. The deadline to submit a letter to the COA is November 30, 2009. A motion was made to vote electronically on a resolution by Tuesday 24 by 12:00pm in order to meet this deadline. M/S/C: Bursztyn/Rosellini. It was decided that Pam Kelly, Tom Moran and Jason Stratton would draft the resolution.

Senate Support for Curriculum Motion

A motion was made to support the Curriculum Committee motion as presented. M/S/C: Bursztyn/Vickrey

ASCCC Fall 2009 Plenary Report

A motion was made to defer this report to the December 2 meeting. M/S/C: Vickrey/Bursztyn

Course Repeatability

Kathy Rosellini described a situation where a student had taken a course at another institution that was later counted as an attempt to complete the course at Bakersfield College. The student was ultimately denied the ability to register for this class a second time at BC due to repeatability limits. The question is when the Senate set the repeat limits, was it the intent to count the attempts from other institutions? It was decided that the Senate should review the language and make any necessary changes. Kathy Rosellini will draft language for the Senate to consider at the December 2 meeting.

SENATE GOAL REPORTS

Goal 2: Take action to ensure the college demonstrates its value of diversity in its planning and public statements. EODAC is meeting November 19 and will address this matter. Corny Rodriguez, EODAC Faculty Chair will report back to the Senate after this meeting.

Goal 3: Establish guidelines and recommendations for assigning Math and English skill level prerequisites for transferable courses and accountability procedures to ensure that students meet prerequisites prior to enrolling in courses with such requirements. An update was not available on the progress of completing this goal.

Goal 5: Promote campus-wide involvement in the Senate by focusing on improved communication, hands-on training, and leadership recruitment. An update was not available on the progress of completing this goal.

GOOD AND WELFARE AND CONCERNS

ADJOURNMENT at 4:59

ACADEMIC SENATE
December 2, 2009, 3:30 P.M.
COLLINS CONFERENCE CENTER

UNAPPROVED MINUTES

PRESENT: John Gerhold (EB); Tom Moran (EB); Natalie Bursztyn (EB); Nick Strobel (EB); Rachel Vickrey; (EB); Susan McQuerrey (EB); Adel Shafik; Ann Tatum; Bill Moseley; Christian Zoller; Diana Jackson; John Menzies; Kathy Rosellini; Klint Rigby; Luis Guajardo; Nancy Guidry; Richard Marquez; Bill Kelly; Gayla Anderson; Jeannie Parent; Kimberly Hurd; Marsha Eggman; Debbie Kennedy; Kris Toler; Pam Kelly; Skip Hill; Maria Perrone; Terry Meier;

ABSENT: Diana Kelly (EB); Karen Kettner (EB); Michael McNellis (EB); Corny Rodriguez (EB); Kimberly Chin; Michael Korcok; Jason Stratton; Moya Arthur;

GUESTS:

CALL TO ORDER

The meeting was called to order at 3:42 pm

REVIEW OF THE MINUTES

A motion was made to approve the minutes as presented. M/S/C: Moran/Rosellini

REPORTS

President's Report (Gerhold)

Faculty members of the Budget Task Force Budget, Kate Pluta, John Gerhold, Lynne Krauss and Kris Toler met to discuss how best to address budget reductions. The plan is for a 10% reduction which equates to approximately 6.6 million dollars for Bakersfield College. A finalized list for 2010-2011 is due to the Chancellor in January. Suggestions for reductions have included furloughs, program reductions, salary reductions and a golden handshake. Reductions involving salary and staffing levels would need to be negotiated. Faculty reductions could cause KCCD to fall below the Full-Time Faculty Obligation Number (FON) which is 372, the district is currently at 372.8, and the district is just meeting the 50% obligation as well. Reductions for the district office should also be expected.

Correspondence

Natalie reported that a card was sent to Patti Ross as she recovers from surgery.

OPPORTUNITY TO ADDRESS THE SENATE

ADDITIONS TO THE AGENDA (*must be added with a 2/3 vote of members present*)

COMMITTEE APPOINTMENTS

UNFINISHED BUSINESS

4B, Programs Instruction

4B1C, D and E: A motion was made to alter the proposed Board Policy revisions to reflect Title 5 Language and to read as, "approved by the College Curriculum Committee" M/S/C: Moran/Bursztyn. The motion carried unanimously.

4D2, Certificates

A motion was made to modify the language 4DB2 to mirror Title 5 language and to read as "4D2B2 The Colleges may award locally approved certificates with fewer than 18-units that certify that a student has completed a credit course or a sequence of credit courses to meet workplace standards by demonstrating a level of knowledge, skill(s), and ability(ies) sufficient to earn a grade of "C" or better in each required course. Such certificates shall be designated Certificates of Proficiency, and must be recommended approved by the Curriculum Committee and the

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~~College President~~, and subsequently approved by the Board of Trustees. These Certificates of Proficiency may not be noted on transcripts without State Chancellor approval. M/S/C: Stratton/B. Kelly. The motion carried unanimously.

Time Block Concerns

This topic was deferred to the February 3, 2010 meeting. M/S/C: Vickrey/Toler

Repetition Language (Course Catalog Change)

A motion was made to accept the modification to the third paragraph of the Repetition Policy in the Bakersfield College course catalog to read as "The original and subsequent grades will remain a part of the student's permanent record. If a student earns any combination of "D," "F," or "W" on two attempts in a course taken in the Kern Community College District, that student can only register for a third time with the signature of the faculty chair of the department." M/S/C: Moran/Stratton. The motion carried unanimously. It was also decided that the Senate's vote should be forwarded to Admissions & Records and take effect immediately.

NEW BUSINESS

ASCCC Report

Jason Stratton, on behalf of Michael McNellis, distributed a written summary of the ASCCC action taken at the Fall 2009 Plenary. Any comments or questions should be directed to Michael.

Assessment

Thorough discussion was had related to the President's proposal versus that of the Senate. Senators questioned whether the decrease (.400 to .300) in reassigned time was in response to budget reductions. The President would like to identify and begin duties by spring to accommodate the faculty load.

A motion was made to approve the proposal in concept with the caveat that the Executive Board would finalize the wording with suggestions provided at this meeting. The modified document will be redistributed to the Senate and the President by December 11. M/S/C: Vickrey/Rosellini.

SENATE GOAL REPORTS

There were no updates provided on the Senate Goals.

GOOD AND WELFARE AND CONCERNS

The Holiday Gala will be held December 3, 2009 at 2:00 p.m. in Levinson 40. Guests are asked to bring a Children's Book for donation.

ADJOURNMENT at 5:00

ACADEMIC SENATE
February 3, 2010, 3:30 P.M.
COLLINS CONFERENCE CENTER

UNAPPROVED MINUTES

PRESENT: John Gerhold (EB); Tom Moran (EB); Natalie Bursztyn (EB); Nick Strobel (EB); Rachel Vickrey; (EB); Karen Kettner (EB); Adel Shafik; Ann Tatum; Bill Moseley; Christian Zoller; Diana Jackson; John Menzies; Kathy Rosellini; Klint Rigby; Luis Guajardo; Nancy Guidry; Richard Marquez; Bill Kelly; Jeannie Parent; Kimberly Hurd; Marsha Eggman; Debbie Kennedy; Skip Hill; Terry Meier; Michael Korcok; Maria Perrone; Jason Stratton; Moya Arthur; Reggie Bolton

ABSENT: Diana Kelly (EB); Michael McNellis (EB); Susan McQuerrey (EB); Corny Rodriguez (EB); Kimberly Chin; Gayla Anderson; Kris Toler

GUESTS: Tom Greenwood, Peggy DeStefano, Rick Brantley

CALL TO ORDER

The meeting was called to order at 3:37 pm

REVIEW OF THE MINUTES

A motion was made to approve the minutes with corrections to the attendance. M/S/C: Stratton/Moran

REPORTS

President's Report (Gerhold)

Dr. Chamberlain sent an email indicating that the mid-term report to the Accreditation Commission has been approved. The letter from ASJCC will be made available in the Library and John will also send out to the Senate. The next cycle will begin with our self-study in 2012.

The Ad-hoc budget group continues to meet and members have been pressing the president to disclose the college's plan that includes three scenarios with 5%, 10% and 15% reductions, and was sent forward to the Chancellor in January. Reductions could include program eliminations but the specifics have not been shared. Some reduction notices have been given to faculty and others should be received by the end of February. It is expected that the faculty obligation number (FON) will not be affected due to a shift of faculty positions. Faculty do have bumping rights and if an elimination takes place at one college then the same department at other colleges will be reduced to the full-time load only. The budget group will provide advice on how to develop a budget process for the college as one does not exist at this time. Budget process is a 10+1 area and it was under those auspices that the Senate approved the ad-hoc group. Senate should take the lead on this project.

Consultation Council met on January 26, 2010 and most of that meeting was spent discussing Board Policy revisions. Sections 4D2 and 4B were already voted on by the Senate and forwarded to Doris Givens, but were presented to DCC without the Senate recommendations included.

The Board of Trustees will have a work study session on curriculum this Friday, February 5. The presentation was composed without any faculty input. John has asked about the lack of faculty involvement. Chancellor Serrano and Nan Gomez-Heitzeberg have both asked that faculty attend the Board meeting and be prepared to answer questions.

Luminis implementation has been stalled due to a lack of in-house expertise. The money budgeted for the project leader has not yet been used, but if the project is not implemented by June 30, 2010, the district will lose the available financing.

The Decision Making Task Force (DMTF) has produced several documents outlining how Bakersfield College makes decisions. The group expects to have a final product to share with the campus community in the near future.

College Council meets Friday, February 5, 2010 and will include more program review presentations. It is not clear what happens with the recommendations, but the college president has been asked to provide yes or no responses to the department's plan requests.

Co-Chair Reports

Curriculum and ISIT reports are available in public folders.

Correspondence

Natalie Bursztyn reported that a Get Well card was sent to Jan Stuebbe.

CCA Report

Negotiators met with the Vice Chancellor of Human Resources on February 5 to find out what they could about faculty RIFs. The discussion did include things like retirement incentives, retraining and voluntary transfers with the intent to retain all faculty. Further discussions were also held with Dr. Chamberlain earlier on February 10. Kathy Rosellini expressed the need for faculty involvement and willingness to serve as Executive Board officers.

Student Representative

Assna Ali reported that the Ask Me tables that were set up the first week of school to give students directions and answer general questions were helpful to many students. SGA has started a food bank for students. Food bags will be given out periodically but monetary and non-perishable item donations are welcome anytime. Faculty and staff are asked to direct students in need to the SGA office to fill out the application to receive food. Bill Kelly offered to donate the oranges from the Agriculture Department that are not sold.

OPPORTUNITY TO ADDRESS THE SENATE

There were no requests to address the Senate.

ADDITIONS TO THE AGENDA *(must be added with a 2/3 vote of members present)*

There were no additions to the agenda.

COMMITTEE APPOINTMENTS

A motion was made to approve the committee recommendation as presented. M/S/C: Burstyn/Moran
Billie Jo Rice, Curriculum

UNFINISHED BUSINESS

Board Policy Revisions

John Gerhold asked for volunteers to lead a review of each section.

3A1, Fiscal	Tom Moran
3C1, Meals and In-State Travel Allowance for Students	Reggie Bolton
4A6 and 7, Admission to Impacted Programs	Debby Kennedy
4B1I, Academic Calendar	Executive Board
4C4C, Academic Regulations	Luis Guajardo
4C4D, Course Repetition	Richard Marquez
10C, Confidential & Management Compensation	Natalie Bursztyn
11B4, Designation of Emeritus Status	Jeannie Parent
11F, Whistleblower Protection	Christian Zoller

Time Block Resolution

Tom Greenwood distributed the current time block schedule. Discussion centered on the reasons why the Math Department needs flexibility. Tom explained that the flexibility would give faculty an opportunity for better office hours, allow more flexibility for students who cannot make 8:00 a.m. but could make 8:15 a.m. due to public school schedules and allow for a more widely distributed flow of students across the day. Final exams would still fall within the current schedule and there did not appear to be any unintended consequences of allowing this flexibility. Student representative, Assna Ali, commented that the later start time in the morning would be beneficial to many students.

A motion was made to accept the time block proposal. M/S/C: Kelly/Bursztyn. The motion carried unanimously. The information will be forwarded to Dr. Chamberlain and Tom Greenwood was asked to move forward with the creation of the ad-hoc committee to investigate time block usage at other community colleges.

The final resolution reads as follows:

Whereas, there has been a lack of flexibility with the scheduling of four and five-unit classes (For example, a class has to start exactly at 8:00 a.m. and cannot start at 8:10 a.m.).

Whereas, students and faculty do not have as many day options. There is one less day block for each of the four and five-unit classes. Some students and faculty have difficulties with 8:00 a.m. classes when children have to be dropped off and cannot arrive on time to campus. Thus, eliminating an additional day block for that population.

Whereas, there is a great deal of passing time for the four and five-unit classes. For a four-unit class, the passing time is 20 minutes and for a five-unit class, it is 25 minutes which is not enough time to have a faculty office hour due to limited time and possibly not meeting the students' needs if there are multiple students wanting to visit in that short period.

Whereas, office hours get pushed later into the afternoons especially for faculty that teach consecutive classes; therefore, fewer students visit because they usually have work or other obligations in the afternoons.

Be it resolved, the Academic Senate of Bakersfield College requests that four and five-unit classes work within the current blocks, but with the option of not starting at the common start time and that the time block would end no later than 10 minutes before the starting time of the next block and therefore not conflict with other classes on campus (Example: a five-unit class that has a common start time of 8:00 a.m., could start as late as 8:15 am and finish at 9:25 a.m., giving 10 minutes of passing time for the 9:35 a.m. block); and

Be it resolved, the Academic Senate of Bakersfield College seek a long-term solution and create an ad-hoc committee to investigate time blocks at other colleges that are similar in size and demographics. The committee would work with administration to find a schedule that best meets the needs of both students and faculty.

NEW BUSINESS

Academic Senate Election Timelines

It is unclear whether the Curriculum co-chair will continue to have reassigned time as Dr. Chamberlain has mentioned reducing the total reassigned time allotment to the Senate. It is reasonable to have a clear picture of what the responsibility will entail; John Gerhold will ask the president for more concrete information. A motion was made to accept the election timelines as presented. M/S/C: Rosellini/Moran

State Curriculum Impacts

State Chancellor, Jack Scott, distributed a letter regarding avocational, recreational, and personal development courses as they relate to the mission of the California Community Colleges. The mission focus right now is on Transfer, Basic Skills and Career and Technical Education (CTE). There seems to a softening of AAs in majors in favor of General Education courses and any transferable course that is not part of an approved program. It could be that the perception is that fewer options costs less.

The Academic Senate should be concerned about decisions related to curriculum being removed from the hands of faculty. The Vice-Chancellor providing training to the Board of Trustees about the curriculum needs and process without faculty input is a problem. The Chancellor is aware of the lack of faculty involvement and did not take any corrective action other than to suggest faculty should work with the Vice President of Academic Affairs. Faculty, particularly those in departments that would be considered avocational, are encouraged to attend the Board meeting to protect the faculty role in the curriculum process.

District Budget Priorities

Discussion focused on the intent to hire additional administrative positions. Given that some departments have seen sections reduced as much as 49%, such as Agriculture, it is questionable if now is the right time to allocate resources to additional administrative positions. The money allocated to hire the Associate Chancellor of Communication and Governmental Relations could allow for many of the eliminated sections to be restored. Senators questioned the ethics of turning away students while hiring additional administrators.

It was decided to craft a resolution with the concerns expressed by the Senate that would include a recommendation to suspend the hiring of additional administrative positions. A motion was made to approve this general framework of the resolution and that the final resolution would be presented at the Board of Trustees meeting. M/S/C: Moran/Bursztyn. Bill Kelly, Peggy DeStefano, Bill Moseley, Tom Moran and John Gerhold will finalized the resolution and distributed to the Senate when complete.

SENATE GOAL REPORTS

There were no updates provided on the Senate Goals.

GOOD AND WELFARE AND CONCERNS

ADJOURNMENT at 5:00

ACADEMIC SENATE
February 17, 2010, 3:30 P.M.
COLLINS CONFERENCE CENTER

UNAPPROVED MINUTES

PRESENT: John Gerhold (EB); Natalie Bursztyn (EB); Susan McQuerrey (EB); Corny Rodriguez (EB); Nick Strobel (EB); Rachel Vickrey; (EB); Karen Kettner (EB); Adel Shafik; Ann Tatum; Bill Moseley; Christian Zoller; Diana Jackson; John Menzies; Kathy Rosellini; Klint Rigby; Luis Guajardo; Nancy Guidry; Richard Marquez; Bill Kelly; Jeannie Parent; Kimberly Hurd; Marsha Eggman; Debbie Kennedy; Skip Hill; Terry Meier; Michael Korcok; Maria Perrone; Jason Stratton; Moya Arthur; Reggie Bolton

ABSENT: Tom Moran (EB); Diana Kelly (EB); Michael McNellis (EB); Kimberly Chin; Gayla Anderson; Kris Toler

CALL TO ORDER

The meeting was called to order at 3:34

REVIEW OF THE MINUTES

A motion was made to approve the minutes of February 3, 2010. M/S/C: Bursztyn/Rosellini

REPORTS

President's Report (Gerhold)

Dr. Chamberlain has distributed the list of faculty hires for 2010-11. Ten positions are listed, some of which were requested by departments and others were deemed necessary by administration. John will send a reminder to those involved in hiring that the Senate's resolution approved in September of 2008 requires a faculty from outside the discipline to serve. Given that the hiring process is clearly a 10+1 matter, faculty should be given the opportunity to review the job announcement before they are published.

Bernadette Towns has been selected to serve as the Assessment Committee Co-Chair. Bernadette and Bonnie Suderman are working to revitalize the Assessment Committee with hopes of keeping the membership to 15 participants or less. John Gerhold will send out a call for faculty representatives.

College Council met on February 5. Major areas of discussion were related to the Accreditation Steering Committee and the Decision Making Task Force. Additionally, it is unclear what influence the IEC recommendations will have.

Co-Chair Reports

Written reports for Curriculum, IEC and ISIT are available in public folders.

Correspondence

Natalie Bursztyn reported that a card of condolence was sent to Joe Seiberger for his loss and a get well card was sent to Mike Moretti as he recovers from his shoulder injury. It was suggested that a card of condolence also be sent to Debbie Spohn for the loss of her mother.

Treasurer

Rachel Vickrey distributed to the Senate budget projections for this year. Rachel explained that the Senate voted earlier this year to designate some of the dues money to faculty awards. Rachel asked the Senate to consider increasing the amount of the faculty retirement gift from a \$50 to \$100 monetary gift. This increase would shift some resources from student scholarship to faculty recognition. Senators were asked to discuss this with their department's faculty and be prepared to vote at the March 3, 2010 meeting.

CCA Report

Faculty should have received information about the faculty hires for next year. CCA representatives continue to address the faculty RIFs. CCA Elections start in March. Every position has candidates except for the President position.

Student Representative

Assna Ali reported that the Renegade Pantry efforts have been going well. Donations are accepted anytime in the SGA Office. Senators will be holding a retreat Friday, February 19. SGA Officers will be traveling to Sacramento to speak with legislators.

DMTF

The Decision Making Task Force continues to meet. The group has developed several documents related to how decisions are made at Bakersfield College that are now being circulated to all constituencies for review and input. A website has been created where all of the documents are available to download. It is the hope of Dr. Chamberlain that once the group has offered a fair explanation of how decisions are made currently, the group will proceed with the task of outlining how decisions should be made. Although the Senate agenda will now have this item listed as a regular report, faculty should be receiving information about DMTF and the work it is doing through their respective DMTF representatives.

OPPORTUNITY TO ADDRESS THE SENATE

There were no requests to address the Senate.

ADDITIONS TO THE AGENDA *(must be added with a 2/3 vote of members present)*

There were no additions to the agenda.

COMMITTEE APPOINTMENTS

There were no committee appointments to approve.

UNFINISHED BUSINESS

Board Policy Revisions

At the February 3 meeting, John Gerhold asked for volunteers to lead a review board policy section currently being revised. Those with feedback presented that information and any suggested changes were discussed among the Senators present. The following table summarizes the action taken by the Senate.

Board Policy Section	Senate Action
3A1, Fiscal	Feedback on the policy was not available.
3C1, Meals and In-State Travel Allowance for Students	After much discussion about how the meal allowance time frames would affect student athletes, a motion was made to recommend no change to the board policy as presented. M/S/C: Rosellini/Bursztyn
4A6 and 4A7, Admission to Impacted Programs	After review, a motion was made to recommend no change to the board policy as presented. M/S/C: Kennedy/Bursztyn
4B1I, Academic Calendar	The Executive Board recommends continued discussions with CCA representatives about how best to approach the wording of this section.
4C4C, Academic Regulations	A motion was made to recommend no change to the board policy as presented. M/S/C: Hill/Bursztyn
4C4D, Course Repetition	Feedback on the policy was not available.
10C, Confidential & Management Compensation	The Executive Board recommends continued discussions with CCA representatives about how best to approach the wording of this section. M/S/C:Bursztyn/Hill

11B4, Designation of Emeritus Status	Feedback on the policy was not available.
11F, Whistleblower Protection	A motion was made recommending that a contact phone number be listed in section 3a and to add names of appropriate government agencies in section 4a. M/S/C: Stratton/Rigby

State Curriculum Impacts

The State Chancellor's office is shifting the System's emphasis toward transfer courses rather than degrees in areas other than Career & Technical Education. It is imperative that faculty be proactive in addressing this issue. It was recommended that faculty diligently work toward confirming articulation agreements for every course that is required for the major. Those courses not articulated will carry less weight when schedules are being developed. Senators were asked to work with their respective department chairs to meet the March 22 deadline for any catalog changes. Bakersfield College's Institutional Research & Planning website or Assist.com can be used to see what courses have been articulated.

Faculty have authority of 10+1 matters granted by Title 5 and the Educational Code but it is futile unless faculty assert that authority. Senators and other faculty were encouraged to continue attending Board of Trustee meetings and speaking on behalf of faculty issues. The next Board of Trustees meeting is March 3 and will start at 2:00p.m.

District Budget Priorities

It was reported that several faculty attended the Board of Trustees meeting expressing their concern to the Board about additional administrative hires. Board members did not provide much response to the faculty comments, but Pauline Larwood did express the importance of providing a voice on behalf of the community colleges in Sacramento.

NEW BUSINESS

Accreditation Standing Committee

Dr. Chamberlain has proposed a standing committee and has drafted a document outlining the charge, scope of authority and membership of the committee, but it will need faculty input. Accreditation is indisputably a 10+1 matter and it was suggested that the committee be led with a faculty co-chair. The position would not have reassigned time but should be part of the Executive Board. The President intends to have the committee up and running before the end of the spring semester. When the final committee charge document is complete, John will distribute to all faculty and ask for volunteers to serve.

Update Curriculum/Certificate Issues (McQuerrey)

Susan McQuerrey provided a written update on the Certificate issue that can be found in public folders. John Gerhold explained that the Board of Trustees is primarily interested in what the Curriculum Committee considered at the time they approve a certificate. The board would like to see defined criteria that show how the Curriculum Committee is making decisions. Faculty expressed concern about the Board interfering with what is clearly a 10+1 matter.

Faculty should also be aware of the General Education workshop that will be held March 11, 2:30 p.m. to 3:30 p.m. The workshop will cover the General Education categories, the process for approval and other topics.

SENATE GOAL REPORTS

There were no updates provided on the Senate Goals.

GOOD AND WELFARE AND CONCERNS

- The Levan Center Grand Opening will take place March 4, 2010.
- A motion was made to hold the next senate meeting at the district office. M/S/C: Bursztyn/Moseley

ADJOURNMENT at 5:04

ACADEMIC SENATE
March 3, 2010, 3:30 P.M.
~~COLLINS CONFERENCE CENTER~~
Weill Institute/District Office

UNAPPROVED MINUTES

PRESENT: John Gerhold (EB); Tom Moran (EB); Natalie Bursztyn (EB); Susan McQuerrey (EB); Bill Moseley; Christian Zoller; Diana Jackson; Kathy Rosellini; Klint Rigby; Luis Guajardo; Nancy Guidry; Richard Marquez; Bill Kelly; Jeannie Parent; Kimberly Hurd; Marsha Eggman; Jason Stratton; Moya Arthur; Reggie Bolton; Gayla Anderson;

ABSENT: Diana Kelly (EB); Michael McNellis (EB); Corny Rodriguez (EB); Nick Strobel (EB); Rachel Vickrey; (EB); Karen Kettner (EB); Adel Shafik; Ann Tatum; Kimberly Chin; Kris Toler; John Menzies; Debbie Kennedy; Skip Hill; Terry Meier; Michael Korcok; Maria Perrone;

CALL TO ORDER

The meeting was called to order at 3:47

REVIEW OF THE MINUTES

A motion was made to approve the minutes with corrections to the attendance. M/S/C: Klint/ Kelly

REPORTS

President's Report (Gerhold)

John reported on information provided at the Board of Trustees meeting. Since 2005 the number of administrators district wide has increased from 48 to 85 and the district office has increased administrative positions from 8 to 24. The board has decided to use reserves over the next few years by matching college carryover up to one million dollars for money spent on budget reductions. Also provided was a rationale for hiring the General Council and Associate Chancellor positions.

Co-Chair Reports

Written reports are available in the Academic Senate public folders.

Correspondence

Natalie Bursztyn reported that a condolence card was sent to Debbie Spohn for the loss of her mother.

CCA Report

CCA Officer elections will start this month; however, no one has stepped up to fill the presidency position. Faculty are encouraged to talk with colleagues and see if there is interest in serving. A Rally for Education will be held in Sacramento on March 4.

There was gratitude expressed toward CCA leadership for their hard work and dedication and it was suggested that the Senate formally acknowledge their efforts. A motion was made to craft a resolution of acclamation for CCA bargaining team efforts in preventing faculty reductions. M/S/C: Kelly/Bursztyn. It was noted that a Counselor will be reassigned to an instructional area as a result of the reductions. The final resolution reads as follows:

Whereas the process of negotiations is an arduous task requiring intelligence, diligence, attention to detail, considerable time, and the ability to withstand contentious and stressful situations, and;

Whereas the bargaining team for the KCCD/CCA/CTA/NEA was successful in persevering through this task, culminating in an agreement with the KCCD that resulted in retaining all currently employed full-time faculty through the 2010-11 academic year, and;

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Whereas this successful negotiation increases the stability of the district, improves cooperation between faculty and administration, and improves morale among faculty, which in turn improves the learning environment for our students, therefore:

Be It Resolved that the Bakersfield College Academic Senate commends the KCCD/CCA/CTA/NEA bargaining team for a their great work in negotiating to avoid full-time faculty layoffs in the coming academic year and affirms its appreciation of the team member's efforts on behalf of the faculty and the students of the Kern Community College District.

OPPORTUNITY TO ADDRESS THE SENATE

There were no requests to address the Senate.

ADDITIONS TO THE AGENDA *(must be added with a 2/3 vote of members present)*

There were no additions to the agenda.

COMMITTEE APPOINTMENTS

A motion was made to approve the committee appointments as amended. M/S/C: Bursztyn/Stratton
The FACE Screening Committee needs to be reduced by one member excluding Pat Coyle and Suzanne Davis. The Welding Screening Committee needs to be added to the list.

UNFINISHED BUSINESS

Board Policy Revisions

4B11, Academic Calendar: Proposed changes allow for the Academic Senate to submit an annual calendar directly to the Board of Trustees. A motion was made to approve as presented. M/S/C: Bursztyn/Kelly

11B4, Emeritus: is acceptable except for section 11B4C which requires a recommendation be given to the college president and final decision with the Chancellor. It was suggested that criteria be set in a way that the status would be given automatically and objectively. Jeannie Parent, Jason Stratton, Natalie Bursztyn and Reggie Bolton will provide a revision of the policy at the March 17 Senate meeting.

State Curriculum Impacts

John Gerhold participated in a conference call with representatives from ASCCC about pending legislation, AB1440. This piece of legislation would seek to allow Associate degrees for the purpose of transfer. This would include the General Education pattern of either CSU or UC and a minimum of 18 units in a major area. The primary concern of ASCCC representatives is that setting degree requirements in statute has not been done before and appears to interfere with the curricular roles of the faculty. ASCCC's solution is to adopt the transfer degree concept within Title 5 with language that would leave the decision to allow transfer degrees with local Senates. It was discussed at College Council that these options are currently available at Bakersfield College by completing the CSU or IGETC transfer requirements; however, it is unclear whether the catalog language gives this option or if students are being advised of the options.

A motion was made to directing John to communicate to ASCCC the position of Bakersfield College Academic Senate to be in favor including a transfer degree into Title 5. M/S/C: Rigby/Parent

Update Curriculum/Certificate Issues (McQuerrey)

Certificates that require less than 18 units will now be called Job Skills Certificates. The submission form will now include information to demonstrate to the Board of Trustees what criteria the Curriculum Committee used to approve the Certificate. The Curriculum Committee does not object to providing more information to the Board and expects the Board will not deny approval of Certificates out of hand.

The Chancellor has expressed concern about providing certificates as a means of motivating students rather than a confirmation of specific skills. In instances where certificates are awarded with one or very few courses, it was

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suggested that Advisory Boards write letters of support that can be attached to the submission form. The letters should emphasize the degree level courses and the need for unique or specific skills.

A Curriculum Committee task force has been established to assist faculty in writing Student Learning Outcomes. Bernadette Towns will be making presentations for those about to go through Curriculum Review.

The Curriculum Committee has proposed to delete approximately 100 deep frozen courses. There was concern about the consequences of deleting courses rather than leaving them deep frozen. The Curriculum Committee feels it may be a better option to start fresh given that many of these courses do not have SLOs and may need complete revision.

**** John Gerhold joined the meeting at this point and provided a report on State Curriculum Impacts and information from the Board of Trustees meeting.**

Accreditation Standing Committee

A one-page outline of the committee charge, scope of authority and membership was distributed. Senators were asked to share the document with their respective department faculty. The Executive Board will discuss at their next meeting and will produce a Senate version of the document taking into consideration the concerns voiced by Senators at this meeting. This will be a voting item at the March 17, 2010 meeting.

NEW BUSINESS

Retiree Gifts

A motion was made to approve the proposed dues allocation as presented. M/S/C: Stratton/Bursztyn

SENATE GOAL REPORTS

There were no updates provided on the Senate Goals.

GOOD AND WELFARE AND CONCERNS

ADJOURNMENT at 5:02

ACADEMIC SENATE
March 17, 2010, 3:30 P.M.
COLLINS CONFERENCE CENTER

UNAPPROVED MINUTES

PRESENT: John Gerhold (EB); Corny Rodriguez (EB); Natalie Bursztyn (EB); Rachel Vickrey; (EB); Nick Strobel (EB); Karen Kettner (EB); Susan McQuerrey (EB); Bill Moseley; Christian Zoller; Diana Jackson; Kathy Rosellini; Klint Rigby; Luis Guajardo; Richard Marquez; Kimberly Hurd; Reggie Bolton; Gayla Anderson; Ann Tatum; Maria Perrone; John Menzies; Debbie Kennedy; Skip Hill; Terry Meier; Student Representative Assma Ali

ABSENT: Diana Kelly (EB); Tom Moran (EB); Michael McNellis (EB); Adel Shafik; Kimberly Chin; Kris Toler; Michael Korcok; Bill Kelly; Jeannie Parent; Marsha Eggman; Jason Stratton; Moya Arthur;

GUESTS: Rick Brantley, Andrea Garrison

CALL TO ORDER

The meeting was called to order at 3:36

REVIEW OF THE MINUTES

A motion was made to approve the minutes with a correction in the third paragraph of the curriculum update to reflect a task force is being established to assist those going through Curriculum Review rather than Program Review.

M/S/C: Rosellini/Marquez

REPORTS

President's Report (Gerhold)

John received the survey from ASCCC in response to AB1440 (transfer degrees) asking if the Senate had discussed the matter. John indicated that yes, the Senate had discussed the proposed legislation explaining that Bakersfield College's Senate was not in favor of the degree but preferred a Title 5 change to legislation.

Tom Greenwood will lead a task force of faculty and administrators to research and follow up on the time block patterns at other community colleges specifically how they accommodate 4-5 unit courses. Faculty representatives from ESL, Foreign Language, Math and Academic Development will be needed.

Although there was a narrative justification for hiring the General Council, there was no hard data provided to show how the position would save the district money. There was not an opportunity for discussion or questions on the position at Consultation Council prior to hiring. The next Consultation Council meeting will be April 13 due to the spring break schedules of the colleges.

The President has asked that the Senate reduce its total reassigned time allotment from a 1.300 load to 1.100 load and will cut the travel budget by \$1000. The Executive Board will discuss how to make the .200 reduction and will report out on that decision.

The Board of Trustees will hold its April 8 meeting on the Bakersfield College campus, possibly in the Levan Center.

Closing Day activities will likely include light refreshments sponsored by CCA, and possibly CSEA and Management Association. The Senate has not been asked to contribute.

Co-Chair Reports

Written reports are available in the Academic Senate public folders.

Treasurer

The dues allocation was approved at the March 3 allowing for three (3) \$1000 and one (1) \$500 student scholarships, a \$560 donation to the Margaret Levinson College Leadership Award and \$100 gift s to each faculty retiree.

CCA Report

Kathy Rosellini shared CCA's gratitude for the Senate Acclamation. The negotiating team continues to meet with administration to resolve a few minor issues with contract wording related to domestic partners. Faculty who teach in open labs should be aware that a proposal has been made to reduce the Lecture Hour Equivalent (LHE). Currently, the load base is 30 for lecture hours and overload and part-time faculty are paid on an hourly basis. The discussion centered around paying faculty teaching the 30-hour load base 50% of the current hourly rate. In effect paying them based on a percentage of load. For example, a faculty member teaching on a 15-hour base teaches for 3 hours for .200 load. A faculty member teaching a 30-hour base teaches for 6 hours for .200 load. If the change is made, both of these hypothetical faculty would receive the same total pay. CCA Negotiators will meet with the district administration on March 19 to discuss how many people would be affected and the financial impact. Karen Bishop will communicate with faculty after that meeting.

SGA

Assma Ali reported that renovations are underway for the campus center outdoor area and the game area adjacent to the cafeteria. Spring Fling is March 22-26 and SGA is requesting faculty participation especially with the students versus faculty softball game planned for Thursday. SGA Elections will also take place during this week. The Renegade Pantry has been very successful- donations can be brought to the SGA office anytime. SGA is also sponsoring a blood drive on April 20.

DMTF

The group continues to working through the handbook documents that will include what committees there are to join and the process for being appointed. Dr. Chamberlain would like to have the handbook finalized by year-end, shared at Closing Day and ultimately having a website where the final handbook can be accessed.

OPPORTUNITY TO ADDRESS THE SENATE

Dr. Chamberlain's schedule did not allow him to attend this Academic Senate meeting, but will attend on April 7.

ADDITIONS TO THE AGENDA *(must be added with a 2/3 vote of members present)*

There were no additions to the agenda.

COMMITTEE APPOINTMENTS

A motion was made to approve the committee appointments. M/S/C: Bursztyn/ Marquez

<i>Academic Development Screening Committee</i>	
Rebecca Juarez <i>(English)</i> <i>replacing Cindy Hubble</i>	
Debbie Cantrell <i>replacing Hillary Neumeister</i>	
<i>Student Conduct & Complaint Hearing Panel</i>	
Christian Zoller	Cindy Hubble

UNFINISHED BUSINESS

11B4, Emeritus

Senate members reviewed the proposed language additions and a motion was made to approve the policy and procedure as presented. M/S/C: Bursztyn/Bolton

Update Curriculum/Certificate Issues (McQuerrey)

The Curriculum Committee at Porterville and Bakersfield Colleges developed and approved the form faculty will use to submit certificate requests. Cerro Coso will not be using the form since they have decided not to offer those types of certificates. Faculty should start gathering the information needed to submit certificate approval and CTE areas now need to provide backup documentation for each certificate awarded. The Board needs to approve by the May meeting in order to meet the catalog deadline.

Accreditation Steering Committee

The Executive Board revised the document based on the Senate discussion of March 3. The primary changes are to increase faculty from 5 – 7 including the Assessment Co-Chair, set the term for faculty will be initially three years and be appointed by the Senate, the committee Co-Chair will serve on the Executive Board. Senators should keep in mind that acceptance of this proposal will require changes to the Senate Constitution and Bylaws. A motion was made to approve the document as presented. M/S/C: Bursztyn/Hill

NEW BUSINESS

Constitution & Bylaw Change to Executive Board Membership.

A motion was made to suspend the typical voting rules of requiring a first reading of the changes prior to voting. M/S/C: Hill/Marquez

A motion was made to amend the Constitution and Bylaws to include the Accreditation Steering Committee (ASC) Co-Chair to the Executive Board and to update the name of the Equal Opportunity Advisory Committee to Equal Opportunity Advisory & Diversity Committee (EODAC). M/S/C: Bursztyn/Anderson

Management Reorganization

The revised organizational chart was distributed and John Gerhold explained that the assignment of Nan Gomez-Heitzeberg to Vice President of Academic Affairs and Student Services as well as the hiring of the Associate Vice President of Student Services will take place immediately. The elimination of the Dean of Student Learning and Dean of Athletics, which will change to Athletic Director, will take place on July 1. It is possible that another Dean of Instruction and the Dean of Student Services could also be eliminated depending how the budget situations unfolds. It seems that changes were made because of necessary budget reductions, but that rationale was not provided to College Council. It was suggested that Senators read Nick Strobel's College Council report which explains very well the reorganization and its implications. The report can be accessed at

<http://online2.bakersfieldcollege.edu/sea/collegecouncil/index.html>

Budget Development Process

The colleges have been asked by district administration to develop 10-11 budgets using a zero-based budget process. Currently, Bakersfield College uses a rollover budgeting process meaning that whatever was allocated the previous year gets rolled over to the current year and is adjusted based on available dollars. Zero-based budgeting means that each area starts with zero and justifies what dollars are received. The rationale for changing the budgeting process seems to be that extraneous money would be discovered by starting from scratch. The President has indicated that unit plans would be used in the zero-based budgeting process.

Budget development is clearly a part of 10+1 and although the process hasn't changed much in many years the Senate should have primacy in this area. Zero-based budgeting is a big change in process and will take high levels of involvement of faculty. John Gerhold reminded Greg Chamberlain that the Senate will also need time to vet a new process before implementation. Since the last Senate meeting on May 5 and the Board of Trustees adopts a

tentative budget in early June, it seems unlikely that a new process can be developed and approved in that timeframe.

The Senate recommended creating a faculty task force, that would include the faculty currently serving on the college budget committee, to discuss how best to respond to the idea of zero-based budget process. This is a significant change and given the possible impact to programs, it should not be rushed into without preparation and clarity. It was suggested to assert the Senate's 10+1 primacy in the budget development process in writing. A motion was made directing John Gerhold to communicate in writing to the district office the Senate's assertion of primacy in the budget development process and asking for a rationale for the need of a zero-based budgeting process. M/S/C: Bursztyn/Rosellini

A motion was made approving the faculty budget task force with the members mentioned and additional faculty as needed. M/S/C: Vickrey/Rosellini. This task force will report back to the Senate once the group meets.

Reaffirmation of 2003 Curriculum Resolution

This is being brought to the Senate to elicit discussion about how budgeting ultimately affects programs and the Senate's 10+1 role in the curriculum process. Senators should consider this reaffirming the resolution and be prepared for further discussion at the April 7 meeting.

SENATE GOAL REPORTS

There were no updates provided on the Senate Goals.

GOOD AND WELFARE AND CONCERNS

ADJOURNMENT at 5:06

ACADEMIC SENATE
April 7, 2010, 3:30 P.M.
COLLINS CONFERENCE CENTER

UNAPPROVED MINUTES

PRESENT: John Gerhold (EB); Corny Rodriguez (EB); Natalie Bursztyn (EB); Tom Moran (EB); Michael McNellis (EB); Rachel Vickrey; (EB); Nick Strobel (EB); Karen Kettner (EB); Susan McQuerrey (EB); Bill Moseley; Christian Zoller; Diana Jackson; Kathy Rosellini; Klint Rigby; Luis Guajardo; Richard Marquez; Kimberly Hurd; Reggie Bolton; Gayla Anderson; Ann Tatum; John Menzies; Skip Hill; Terry Meier; Michael Korcok; Bill Kelly; Jeannie Parent; Marsha Eggman; Jason Stratton; Student Representative Assma Ali; Rick Brantley

ABSENT: Diana Kelly (EB); Debbie Kennedy; Adel Shafik; Kimberly Chin; Kris Toler; Maria Perrone;

GUESTS: Dr. Greg Chamberlain

CALL TO ORDER

The meeting was called to order at 3:39pm

REVIEW OF THE MINUTES

A motion was made to approve the minutes as presented. M/S/C: Rosellini/Moran

**** A motion was made to suspend the agenda for Opportunity to Address the Senate. M/S/C: Bursztyn/Moran**

OPPORTUNITY TO ADDRESS THE SENATE

Dr. Greg Chamberlain – Management Reorganization

Dr. Chamberlain offered to answer any questions the Senate had. The first question asked for the rationale of separating Physical Education from Athletics given that most faculty are coaches, the connection between courses and athletics and the issues created by reporting to two different administrators. Greg indicated that the decision focused on allowing the Athletic Director to focus on the business, process and procedures of athletics and to free that person from student complaints and other related issues. Additionally, faculty evaluations will be handled by the Dean. Greg recognizes there are potential problems with this change and not 100% sure it will work. The model is used at other community colleges and will require cooperation among faculty and chairs.

A question was then asked regarding the change from two Vice-Presidents to one. Dr. Chamberlain explained that the model is one being used at a variety of community colleges and is taken from the CSU Provost model. Ideally, there would be two Associate Vice Presidents in addition to the Executive Vice President. Greg is not yet convinced that both are needed or that the model will work but the intention is bring Student Services and Academic Affairs closer together.

Also expressed was the number of faculty that are troubled by not having been invited to give input. Given that the final decision rests with the President, what is the downside of asking for input? The perception is that the decisions are secret and even deceitful if the process is not open and transparent. Greg indicated the biggest downside was time. He also indicated that he was struggling with who to include at what level for discussion and would possibly handle the situation differently next time. College Council seems to be working well, but reorganization situations and budget issues are not yet handled ultimately how we want.

The legal opinion obtained by the President had to do with the number of positions related to a reorganization. Assignments also have to do with the duties being done. For instance, when an administrator is already performing 50% or more of the duties associated with a particular position, advertisement is not required. The person can be assigned to the position. Faculty cautioned against a situation where the hiring process is bypassed and someone is automatically given a job solely because they are doing the work. Greg was clear that is not the case.

Another question was how many Deans of Instruction are we likely to end up with? Greg stated his hope is to have the same number, and same people, we currently have. The organization chart shows six Deans but depending on

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April 7, 2010

the budget information that comes forward in the next five weeks there is flexibility to remove two. The elimination of the deans will be based on budgetary reasons: if we can keep them we will, but it is not a guarantee. Greg also indicated that shifting of departments is being discussed. There will not be any combining or breaking up of departments but rather a shifting of which departments report to which Deans is possible. This change is due primarily to the reduced workload of Interim Dean Hall and that when Nan Gomez-Heitzeberg held that Dean position she also had a district role related to the Child Care Centers. The arrangement of departments will be discussed with the Administrative team and Department Chairs. The Senate expressed the anxiety of faculty with the recent elimination of classified positions. Department Chair and Department Assistants are stretched to their maximums-- who will do the work now that these positions are eliminated? It would be better for Administration and Faculty to understand each other's concerns.

The perception is that the district is not making same level of reductions as colleges. Greg explained that the district office is making 10% cuts by eliminating positions and delaying projects. It is important to recognize that there still is hiring being done at the district and the colleges.

Senators continued to express concern about Administrative decisions on hiring and eliminating of positions. Questions included: Has there been any discussion about how the reduction of classified staff negatively impacts students? What is the positive impact to students for hiring a General Council? Why do we continue to hire while we are eliminating positions? The number of Administrators has increased while the number of other employee groups has decreased- what is the rationale for this? Other comments were made indicating that this seems like a bad time to make strategic additions to upper management. And that, unfortunately, decisions made now to save money in the long run may be done at the expense of critical services now. It seems that the cuts are not being kept away from students but being made in areas that directly affect the students. Dr. Chamberlain explained that the hiring of the General Council will ultimately save money by providing a quicker response to questions coming from faculty, SGA and general questions from the campuses. Additionally, some positions must be replaced in order to complete Banner tasks and Human Resources duties.

Lastly, the Senate asked for the rationale for not using the reserves given the current budget shortfall and the projections for even further reductions. Greg referred the Senate to his email explaining the college's budget situation and how reserves will be used to offset reductions. District reserves will match college carryover used for reductions up to one million dollars. The reserves for KCCD are higher in proportion to other districts and are being used conservatively in order to sustain instruction and services over the next several years.

It was suggested that the Chancellor be invited to address the Senate to answer questions related to district issues. Dr. Chamberlain offered to coordinate an open forum on campus to continue this discussion with the campus community.

REPORTS

President's Report (Gerhold)

Officer and Senator elections are complete and the results are as follows:

President.....Cornelio Rodriguez
Vice-PresidentMichael McNellis
TreasurerRachel Vickrey
SecretaryNatalie Bursztyn
Adjunct RepTerry Meier
Allied HealthMarsha Eggman
BiologyKimberly Hurd
Business MITBill Moseley
CommunicationMichael Korcok
EnglishKathy Freeman
ESLJeannie Parent
Health & P.E.Reggie Bolton
Industrial TechnologyKlint Rigby

MathRick Brantley
 Performing ArtsJohn Gerhold
 Philosophy – Matthew MorganMatthew Morgan
 Physical ScienceJack Pierce
 Student Services FacultySue Granger-Dickson

The President’s Budget Development Task Force continues to meet and has developed a list of FAQs that will be distributed to all employees.

Co-Chair Reports

Susan McQuerrey reported that the Curriculum Committee will be holding it’s last meeting of the year tomorrow at 2:30. This meeting will focus on courses submissions.

Corny Rodriguez reported that EODAC continues to meet. As part of the new screening process, Mary Jo Pasek from Human Resources and Corny will meet with FCDC April 9, 2010 to conduct diversity training.

CCA Report

Nominations for officers close today, April 7, 2010 with elections being held on April 14 and 15. Mary O’Neal from Cerro Coso is nominated for the Presidency. The Negotiating Team is meeting this Friday, April 9 regarding sick leave language.

SGA

Assma Ali reported that Spring Fling went very well. The Faculty vs. Students softball game resulted in a 14-3 win for the faculty—students are interested in a rematch. SGA feels that students surveying in the classroom and around campus has resulted in an increase in student involvement. Current and newly elected officers were attending the annual SGA Conference in Atlanta, GA. The Renegade Pantry continues to be successful and SGA appreciates all of the support from faculty.

DMTF

This group continues to meet and develop components of how decisions ought to be made. These documents will provide the college guidance into the future.

BDPTF

The appointment of representatives to this group (Budget Development Process Task Force) is before the senate for confirmation. The current process seems disjointed and inconsistent. The Senate should consider what the budget development process needs to contain to allow full compliance with 10+1.

ADDITIONS TO THE AGENDA (*must be added with a 2/3 vote of members present*)

It was decided to add as New Business Item D, ASCCC Update. M/S/C: Moran/Bursztyn

COMMITTEE APPOINTMENTS

A motion was made to approve the committee appointments. M/S/C: Bursztyn/Rosellini

<i>Institutional Effectiveness Committee (IEC)</i>	
Nancy Guidry (<i>Library</i>)	Mark Staller (<i>Communication</i>)
<i>Student Conduct & Complaint Hearing Panel</i>	
Cindy Hubble (<i>March 24 and April 7</i>)	
Christian Parker (<i>April 14</i>)	
Julie Lowe (<i>April 14</i>)	
<i>General Education Committee</i>	
John Carpenter (<i>Behavioral Science</i>)	

<i>Math Screening Committee</i>	
Kris Toler	Maria Perrone
Tim Bohan (<i>Academic Development</i>)	
<i>Time Block Ad Hoc Committee</i>	
Tom Greenwood (Math)	Pam Boyles (<i>English</i>)
Kimberly Van Horne (<i>Academic Development</i>)	Tom Moran (<i>Foreign Language/ASL</i>)
<i>Budget Process Development Task Force</i>	
John Gerhold	Nick Strobel
Kris Toler	Kate Pluta
Lynne Krausse	Pat Coyle
<i>Associate VP, Student Services, Screening Committee</i>	
<i>Assessment Committee</i>	
John Carpenter	Pat Coyle
Michelle Bresso	Denise Mitchell
David Koeth	Adie Geiser
Rene Trujillo	Dawn Dobie
Kenward Vaughn	

UNFINISHED BUSINESS

**** A motion was made to suspend the agenda for the ASCCC Report. M/S/C: McNellis/Menzies**

Michael McNellis briefly reviewed the resolutions that will be presented at plenary next week. Of particular interest are those resolutions dealing with CID Legislation, ACCJC operating without faculty representation, revising the Educational Master Plan and the MOU with Kaplan University. Michael will distribute electronically a summary of each resolution and the full resolutions document. Senators can forward comments and/or concerns regarding the resolution up to the morning of Saturday, April 17.

Management Reorganization

There was no further discussion or action regarding the management reorganization.

Reaffirmation of 2003 Curriculum Resolution

The resolution from 2003 is similar to the one that will take place at the state level and is related to making curricular decisions on pedagogical grounds. The Executive Board looked at several other letters and resolutions from the Senate and brought the topic to the Senate to open discussion. It was suggested that the Senate wait for the results of the ASCCC resolution and use that position to move forward.

NEW BUSINESS

Class Size for Pedagogical Purposes

John Gerhold received emails from other campuses about how class size is determined – either by safety, pedagogical, load or contract reasons. The position of Bakersfield College is not clear and it seems that the decision is made in a variety of ways. Contract language is only specific for English Composition courses. The Senate should provide the guidance in setting the parameters for how departments establish classroom maximums. It was suggested that the class size should be negotiated for each course or department as the class size does become a workload issue. Tom Moran, Natalie Bursztyl and Diana Jackson will draft a set of standards for the Senate to review on April 21.

Development of Faculty Emergency Preparedness Task Force

Natalie reviewed the document presented giving the need and charge of this new task force. Corny Rodriguez will lead the group if approved the Senate. Senators should share the proposal with their departments asking for support or dissent of forming this group. It would also be helpful for Senators to bring back names of faculty that are willing to be trained and be a point-person for their respective buildings. Voting will take place at the April 21 meeting.

Regular, Effective Contact Policy

John Gerhold has shared this information with Andrea Garrison given that compliance with the policy will be enforced through the faculty evaluation process. It was suggested to change Section 4e to read "48 hours excluding weekends and holidays, or other campus closures and non-instructional days." Senators should expect to vote on this policy at the April 21 meeting.

SENATE GOAL REPORTS

There were no updates provided on the Senate Goals.

GOOD AND WELFARE AND CONCERNS

ADJOURNMENT at 5:06

ACADEMIC SENATE
May 5, 2010, 3:30 P.M.
COLLINS CONFERENCE CENTER

UNAPPROVED MINUTES

PRESENT: John Gerhold (EB); Corny Rodriguez (EB); Rachel Vickrey; (EB); Nick Strobel (EB); Bill Moseley; Christian Zoller; Diana Jackson; Kathy Rosellini; Klint Rigby; Luis Guajardo; Reggie Bolton; Maria Perrone; Debbie Kennedy; Skip Hill; Nancy Guidry; Michael Korcok; Bill Kelly; Jeannie Parent; Marsha Eggman; Jason Stratton; Gayla Anderson; Ann Tatum; Terry Meier; Richard Marquez Student Representative Assma Ali

ABSENT: Diana Kelly (EB); Tom Moran (EB); Natalie Bursztyn (EB); Karen Kettner (EB); Susan McQuerrey (EB); Michael McNellis (EB); Adel Shafik; Kimberly Chin; Kris Toler; Kimberly Hurd;

GUESTS:

Presentation from Eboard, Greg Chamberlain, Corny Rodriguez, and John made comments thanking the Senate for their efforts in advocating for faculty and saying that he really liked this place.

CALL TO ORDER

The meeting was called to order at 3:34 pm

REVIEW OF THE MINUTES

A motion was made to approve the minutes as presented. M/S/C: Moran/Stratton

REPORTS

President's Report (Gerhold)

- John confirmed the following results of the Co-Chair interviews: Accreditation Co-Chair, Kate Pluta; EODAC Co-Chair, Ron Kean; Curriculum Co-Chair, Janet Fulks; ISIT, Bill Moseley. Continuing on next year are Staff Development/Flex Coordinator, Karen Kettner and IEC Co-Chair, Diana Kelly.
- The Senate began the year with five goals and has successfully completed two of those goals. John described the status of each goal, adding that although the Senate has not taken time to acknowledge and gauge the progress but they each have been addressed in some manner.
 1. Faculty involvement in the budget process has begun and that effort will continue.
 2. There has been some effort toward ensuring the college demonstrates its value of diversity in its planning and public statements, but John suggested continuing these efforts next year.
 3. Changes in Title 5 will require using statistical analysis in establishing guidelines but process will be controlled locally.
 4. CB21 is reportedly up to date and accurate.
 5. The Executive Board has discussed additional activities to promote campus wide involvement in the Senate and suggest carrying this goal forward next year.
- The most recent letter from Tom Burke related to the budgeting process was sent by email. John is hopeful the Senate discussion today will provide guidance on how to proceed.
- John attended the Retiree Reception and pointed out the importance of acknowledging those that helped make BC a great institution.

Co-Chair Reports

Co-Chair reports are provided in writing and posted to public folders

Faculty were reminded to update class or individual websites immediately. IT will be eliminating those websites that have not been updated within the last year.

Correspondence

Natalie Bursztyn reported the Senate had received thank you cards from Paige Tucker for a scholarship she received and from SGA for their support.

Treasurer

Rachel Vickrey reported that the Senate will be awarding two \$1000 scholarships to transfer students and two \$750 scholarships to returning students. The Senate was also able to donate \$500 to the Margaret Levinson Faculty Leadership Award. The remaining balance will go to the endowment account.

CCA Report

CCA finished the year by completing three MOUs pertaining to the Reduction in Force negotiations. Issues affecting part-time faculty related to sick leave accrual, benefits for domestic partners and bereavement leave have also been resolved.

SGA (Student Government Association)

Assma Ali reported that the SGA Blood drive was very successful with 140 donations. Student representatives will be traveling to Atlanta and are also planning a retreat with sister colleges. This meeting elicited an email from Chancellor Serrano congratulating SGA for modeling best practices of effective leadership. Ms. Ali also commented that she has enjoyed attending Senate meetings and finds them interesting. She suggested that more faculty participate in making motions to make the meeting even more interesting.

DMTF (Decision-Making Task Force)

BC employees should have received a survey about the decision making process. Preliminary results are positive with 125 responses, 2/3 of which were faculty. This is baseline data with the hope of improving the results with the next survey. The committee is close to producing a comprehensive document outlining the current decision making process. The group will meet once more after graduation to wrap up the document. The intention is to distribute over the summer and make part of Opening Day.

BDPTF (Budget Development and Planning Task Force)

The faculty group has met separately to work on the faculty perspective on the budget development process, in particular, priorities and criteria important to faculty. The President has proposed a Standing Budget Committee, possibly as a subcommittee of College Council that will be charged with developing the budget process using models from other colleges. Any proposals that come out of the budget group will come to the Senate for approval.

Facilities

It was reported that three faculty representatives are needed for the Facilities Committee. Currently Natalie Bursztyn and Adie Geiser serve but a third is needed, hopefully who can also report to College Council.

OPPORTUNITY TO ADDRESS THE SENATE

There were no requests to address the Senate.

ADDITIONS TO THE AGENDA (*must be added with a 2/3 vote of members present*)

It was decided to add as New Business Item B, Resolution of Acclamation and Condemnation of KCCD. M/S/C: Moran/Stratton

COMMITTEE APPOINTMENTS

A motion was made to approve the committee appointments with as presented. M/S/C: Bursztyn/Rosellini

***** At this time a motion was made to suspend the agenda to discuss and vote on New Business Item B, Resolution of Acclamation and Condemnation of KCCD. M/S/C: Moran/McNellis.**

It was noted that the reference to "trade visa" should read "temporary one-year visa" and also that Natalie Bursztyn is currently working on an employer-sponsored visa. The corrections were made and a motion was made to accept these changes. M/S/C: Moran/Rosellini. Natalie was asked for an update on the situation. She indicated that the situation had not changed in recent days. Moran called for the question. The motion carried unanimously.

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UNFINISHED BUSINESS

Curriculum Resolution

The resolution has evolved into what is a reminder to the Board of Trustees to "rely primarily upon" the Senate in a number of categories. The intent is to educate the Board of Trustees. The Senate should lead that effort and may best be coordinated with Senates from all three colleges. Perhaps a work study session for the Board presented by the Academic Senate is needed. If the Board rejects the idea of a work study session then the Senate call request Technical Assistance from ASCCC and CCLC. A motion was made to approve the resolution as presented. M/S/C: Bursztyn/McNellis.

Class Size for Pedagogical Purposes

This agenda item was not addressed and will be moved forward to the fall agenda.

ASCCC Report

Michael McNellis distributed information on the action taken at Plenary. There were no questions from the Senators. Michael encouraged faculty to forward any questions or concerns directly to him.

Equivalency Process

Senators were asked to share the feedback they had received from their respective departments. Comments included concern about lowering standards or losing local control but also support for a district-wide process, support for a process similar among the colleges that would include seeking discipline advice or a process where requests would go to each campus equivalency approval group for discussion and ultimately consensus among the groups. It was noted that interviews are not required for involuntary transfer but interviews are conducted prior to other candidates for voluntary transfers. The screening committee must explicitly reject that candidate who can then reapply with the candidate pool. It was determined to carry this topic forward to next year, possibly as a Senate goal.

Budget Process Action

John Gerhold requested from the Senate feedback on how to respond to Tom Burke. Tom did not answer an earlier question of what he believes the process to be and to identify when the Senate participated. It was suggested to discuss the matter directly with Chancellor Serrano. It should be clear that faculty are not against zero-based budgeting but do expect to be involved in the discussion. A motion was made directing John Gerhold to communicate in writing directly with Chancellor Serrano and to copy Tom Burke. M/S: Bursztyn/Hill. A friendly amendment was made to the motion asking a request for information also go to Nan Gomez-Heitzeberg, EVPAASS, to clarify what is expected from departments regarding budget forms.

***** At this time, John Gerhold passed the gavel to incoming Senate President, Corny Rodriguez.** Corny commented how it was appropriate his term begin on Cinco de Mayo given he is the first Chicano to serve as Senate President. He explained that he wore the formal white in the spirit of serving as a role model. He also commented how he is looking forward to serving and being accountable collectively.

NEW BUSINESS

2010-11 Academic Senate and Executive Board Meeting Schedule

A motion was made to approve the meeting schedule as presented. M/S/C: Stratton/Bursztyn

GOOD AND WELFARE AND CONCERNS

Faculty need to submit their flex reports next week. If the reports are not turned in on time, Human Resources will deduct the hours from sick leave.

ADJOURNMENT at 4:52

ACADEMIC SENATE
September 8, 2010, 3:30 P.M.
COLLINS CONFERENCE CENTER

UNAPPROVED MINUTES

PRESENT: Corny Rodriguez (EB); John Gerhold (EB); Michael McNellis (EB); Janet Fulks (EB); Bill Moseley (EB); Phil Whitney; Christian Zoller; Diana Jackson; Kathy Rosellini; Klint Rigby; Debbie Kennedy; Nancy Guidry; Michael Korcok; Bill Kelly; Jeannie Parent; Marsha Eggman; Jason Stratton; Gayla Anderson; Terry Meier; Richard Marquez; Kimberly Hurd; Maria Perrone; Kathy Freeman; Pam Kelly; Matthew Morgan; Jack Pierce; Sue Granger-Dickson;

ABSENT: Diana Kelly (EB); Natalie Bursztyn (EB); Kate Pluta (EB); Rachel Vickrey; (EB); Adel Shafik; Luis Guajardo; Rick Brantley

GUESTS: Jorge Barrientos (The Bakersfield Californian)

CALL TO ORDER

The meeting was called to order at 3:37 pm

REVIEW OF THE MINUTES

A motion was made to approve the minutes as presented. M/S/C: Rosellini/Kelly

REPORTS

President's Report (Rodriguez)

- Corny welcomed everyone to the meeting and thanked Senators for serving. Also introduced was Jorge Barrientos, a staff writer from The Bakersfield Californian, who is attending this meeting and future meetings to learn about the Senate. Introductions then followed from each attendee.
- Senators were asked to start thinking about the Academic Senate goals for this coming year and to solicit input from their departments. Suggestions should be brought to the next Senate meeting.
- Corny has standing meetings with both Greg Chamberlain and Nan Gomez-Heitzeberg. The Senate representatives are encouraged to bring forward issues for Corny to address in these meetings. Additionally, information that comes from Foundation, College Council or District Consultation Council meetings will be reported on at each Senate meeting.
- Corny emphasized that no decisions have been made regarding assignment of grades related to plagiarism and academic dishonesty. The appropriate process will be followed and has been included on the Senate meeting agenda.
- Corny will be meeting with KCCD attorney, Frank Ronich, to discuss the Senate's resolution Acclaim of Professor Natalie Bursztyn and in Condemnation of BC and KCCD Human Resources Practices. Unfortunately, the letter has started the relationship with Mr. Ronich and Corny off on adversarial terms. Hopefully the discussion can bring understanding of the Senate resolution process and the role of Mr. Ronich. {Discussion continued about Natalie's current situation and the frustration of the faculty about how the situation was handled and how her absence is affecting students and Natalie personally.}

Co-Chair Reports

Curriculum:

- Janet Fulks reported that work on CurricUNET input continues. Several issues have risen as the three colleges work on curriculum input together. One difference is that class size will be included on the template for Bakersfield College but will not be included for the other two colleges. Faculty in need of training or with questions should contact Janet directly.
- Curriculum ID (CID) numbers is another issue the Curriculum Committee is working on. Part of the CurricUNET implementation deals with uniform coding of courses throughout the community college system. There is a meeting on October 8 to work on curriculum as it relates to CurricUNET.

- The Advisory Committee for Educational Services (ACES) has been meeting for the past year. Janet Fulks distributed a SWAT analysis of the committee's activity and will be distributing a survey to the Senate on the effectiveness of ACES. One of the strengths of ACES has been the ability to help the Vice Chancellor address concerns with specific curriculum requests and get those requests to the Board of Trustees for approval more quickly. Ultimately, the Senate needs to approve the continuation of the group but structural changes may be needed. It was suggested that a name change is also needed, specifically removing the word "advisory," to better indicate faculty primacy in this area. Suggestions for a title change should be sent to Janet.

Correspondence

There was no correspondence to report.

Treasurer

In Rachel Vickrey's absence, Corny reported that information related to Senate Dues will be distributed to faculty soon.

CCA Report

The CCA Newsletter will be distributed by the end of the month. The Executive Board had a retreat and is gearing up for negotiations. Based on survey responses from last year, the primary concern of faculty is to maintain current wages and benefits. Other areas that will be considered are related to assessment compensation, evaluations, reduction in force procedures, the academic calendar, and priority in hiring part time faculty with good evaluations.. CCA negotiators are looking for faculty who are experts in any of these areas to serve as resources to the negotiating team during negotiations. Those interested should contact either Andrea Garrison or Kathy Rosellini. Kathy also distributed an article about cheg.com where students are renting books and another about tenure from the New York Times.

SGA (Student Government Association)

There were no SGA representatives present to report.

DMTF (Decision-Making Task Force)

The completed document is being vetted through College Council. Senators were asked to review the complete document and to seek input from faculty in their departments. Input should be brought back to the Senate meeting.

BDPTF (Budget Development and Planning Task Force)

There were no BDPTF members present to report. Corny will contact members for an update on the group's activities.

OPPORTUNITY TO ADDRESS THE SENATE

There were no requests to address the Senate.

ADDITIONS TO THE AGENDA (*must be added with a 2/3 vote of members present*)

It was decided to add as New Business Item E, BC COUGH. M/S/C: Rosellini/McNellis

COMMITTEE APPOINTMENTS

A motion was made to approve the committee appointments as presented. M/S/C: B. Kelly/Rosellini

UNFINISHED BUSINESS

Class Size Determination (task force)

Corny asked for volunteers to create a task force that can research the appropriate class size for each discipline. Janet Fulks agreed to lead the group. Diana Jackson, Sue Granger-Dickson volunteered to assist. The group will begin meeting in the next couple of weeks and will report back on the process for determining class size. The group should also take into consideration online classes.

NEW BUSINESS

Grading Policy (task force)

In response to the letter and legal opinion related to the grading policy, Tom Greenwood addressed the Executive Board on September 1 explaining that this issue had been researched several years ago. The result of that research was

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September 8, 2010*

included in the student discipline policy. As this is a 10+1 matter, the Executive Board feels that a task force is needed to review the current student handbook in relation to title 5, board policy, and the legal opinion. The ASCCC also has a paper posted to the website dealing with Academic Integrity. It was also suggested to ask Frank Ronich to provide information on the matter. Christian Zoller, Michael Korcok, Kathy Freeman and Matthew Morgan volunteered to research the issue and report back to the Senate.

General Education (SB 1440)

This bill along with the UC companion bill is currently waiting for the Governor's signature. Overall, support for the bill was expressed. The bill will have an impact on degrees with local requirements and will also require a transfer degree that includes General Education courses and no more than 18 units of major courses beginning Fall 2011. General Education courses will be defined by CID. The transfer degree will allow students to transfer to any university campus as a junior. Departments need to reevaluate how many units are required for a degree and if a separate local degree will also be offered.

Education Code requires that 60% of CSU classes are held for transfer students. Although that isn't currently enforced it may become an issue with this change. It was noted that CSUs will be admitting mostly local students so those students who want to transfer out of the area will need to have high grade point averages. Senators questioned which UC is considered the local university for Bakersfield College. Janet Fulks will send the bill language to Senators.

Decision Making Document Review

There was concern expressed about the definition of "rely primarily upon" being misleading. Specifically that "giving input" and "recommendations normally accepted" are considerably different and that giving input significantly limits the authority of the faculty. It was explained that the Understanding Committee section of the Decision Making Document was meant to be short and uncomplicated.

A motion was made to change the definition of "rely primarily upon" to read, "Recommendations of the Senate will normally be accepted; only in exceptional circumstances and for compelling reasons will the recommendations not be accepted; if not accepted, the board/designee shall communicate its reason in writing if requested" as it is outlined in Title 5.3 §53200. M/S/C: Rigby/Rosellini

Other concerns were related to the Decision Making Process Chart and that by having the Standing Committee box reporting to College Council dilutes the voice of the Senate. The size and location of the College Council box also seems to indicate an authority of College Council that diminishes the voice of the Academic Senate. The chart is intended to illustrate the flow of information and how all of the groups can and often interact with each other. The chart is difficult to explain and understand which indicates that it does not illustrate the flow of information very well. It was suggested to make the dotted lines bold and the bold lines dotted since College Council is not a voting body or a representative voice of any constituency group. DMTF representatives clarified that the College Council box appears as it does since that is where each of the groups communicate with the college president.

Given the level of faculty concern with the chart and that not all comments and concerns were yet heard, it was decided to continue this discussion at the next meeting.

*****A motion was made to adjourn: P. Kelly/Freeman**

2010-11 Bakersfield College Goals Review

This item was carried forward to the next meeting.

BC COUGH

This item was carried forward to the next meeting.

**GOOD AND WELFARE AND CONCERNS
ADJOURNMENT at 5:05**

ACADEMIC SENATE
September 22, 2010, 3:30 P.M.
COLLINS CONFERENCE CENTER

UNAPPROVED MINUTES

PRESENT: Corny Rodriguez (EB); John Gerhold (EB); Kate Pluta (EB); Michael McNellis (EB); Janet Fulks (EB); Bill Moseley (EB); Phil Whitney; Christian Zoller; Diana Jackson; Kathy Rosellini; Klint Rigby; Debbie Kennedy; Nancy Guidry; Marsha Eggman; Jason Stratton; Gayla Anderson; Terry Meier; Richard Marquez; Kimberly Hurd; Maria Perrone; Pam Kelly; Matthew Morgan; Sue Granger-Dickson; Rick Brantley;

ABSENT: Diana Kelly (EB); Natalie Bursztyn (EB); Rachel Vickrey; (EB); Adel Shafik; Luis Guajardo; Kathy Freeman; Michael Korcok; Bill Kelly; Jeannie Parent; Jack Pierce;

GUESTS: Jorge Barrientos (The Bakersfield Californian)

CALL TO ORDER

The meeting was called to order at 3:36 pm

REVIEW OF THE MINUTES

It was noted that in the President's Report, reference to the Senate's resolution "in support of Natalie Bursztyn" should read, "in Acclaim of Professor Natalie Bursztyn and in Condemnation of BC and KCCD Human Resources Practices." A motion was made to approve the minutes with this change. M/S/C: Rosellini/Stratton

REPORTS

President's Report (Rodriguez)

- Corny attended the Accreditation training which raised a lot of questions that need to be addressed and accomplished.
- Corny will be attending, along with ASCCC representative John Gerhold, the Academic Senate Fall Plenary.
- There will be a reception for new faculty prior to the Senate meeting of October 6.
- The Executive Board will be reviewing the role and purpose of Senate committees, focusing on the goals each group is charged to accomplish and will report back at the next meeting.

Co-Chair Reports

Curriculum: The beta testing for CurricUNET is now complete. Faculty can start entering curriculum and are encouraged to browse the website. Questions and requests for training should go to Janet Fulks. Updated courses will need to be linked to a specific program as a way to track how each course impacts the different programs. The Curriculum Committee asks that further requests for curriculum be held until October 7 due to the current workload of the committee-- 40 courses are going to the Board of Trustees in October.

Accreditation: The Accreditation Steering Committee (ASC) has collected data and evidence and reviewed the progress made since fall 2009. The term self study is now referred to as self evaluation. The ASC is recommending to the Senate and College Council the creation of a second committee (Self Evaluation Committee, SEC) that will do the research and writing of the self evaluation. Their work would begin this fall ultimately making recommendations to ASC in the spring of 2012. These recommendations would be properly vetted through the Senate and College Council, presented to the Board of Trustees and finally to the visiting team in August or September of 2012. Accreditation should no longer be considered an event but an ongoing process. To that end, ASC is recommending that standing committee charges be reviewed and include meeting accreditation standards where appropriate. ASJCC will meet in January 2013 and will issue any recommendations in late January. The Board of Trustees has asked for regular reports and evidence of progress in each of the four standard areas.

ISIT: The committee has asked Greg Chamberlain about replacing the IT Director position since Jim McGee's retirement. Greg has indicated that he intends to replace the position as soon as possible.

*Academic Senate Meeting Minutes
September 22, 2010*

IEC: A written report has been provided in the public folders.

Correspondence

There was no correspondence to report.

Treasurer

Rachel Vickrey reported that she will distribute a formal letter about Senate due donations in the next couple of weeks. The recommendation is \$50 per year and can be deducted each month as a payroll deduction. The due are used for the Margaret Levinson Faculty Leadership Award, retiree gifts and student scholarships.

CCA Report

CCA just launched the first issue of the Union Advance newsletter and plan to distribute the newsletter quarterly. There is also a new CCA website. The URL is listed in the newsletter. Kathy distributed a list of topics CCA Negotiators have sunshined with the district. A few of the topics include the Academic Calendar, establishing seniority for part time faculty, increasing librarian days, part time faculty flex time pay, reduction in force procedures, and part time faculty pay for cancelled classes. There is some concern with the district team being led by an attorney and that it doesn't appear there will be permanent administrative membership from the campuses.

SGA (Student Government Association)

Sean Hill, SGA General Counsel, reported on the recent closure of the computer commons on Friday and Saturday; Homecoming will be October 30 and will continue with the tradition of club floats; the Renegade Pantry is still active distributing food and personal care products. Donations are always welcome and should be dropped off at the Student Activities office.

DMTF (Decision-Making Task Force)

Discussion will be deferred to Unfinished Business Item D.

BDPTF (Budget Development and Planning Task Force)

A working draft was distributed; however, committee representatives felt discussion should be held until the committee has a more complete draft to share.

OPPORTUNITY TO ADDRESS THE SENATE

Sean Hill, SGA General Counsel - BCOUGH (Bakersfield College Organized and United for Good Health): SGA has created this committee with the intention of having faculty, classified and students join together to help make BC a healthier campus. For example, smoking on campus is one of the core issues the group will address. SGA is asking for two faculty representatives to be appointed.

Nancy Guidry - Computer Commons in Library: The computer commons are now closed on Friday and Saturday. The first Friday closure created a chaotic environment in the library. Assisting students with computer usage, software questions, registration, money machines and printing took up much of the librarian's time and took away from assisting students with research.

The closure was due to the loss of federal funding for students workers which resulted in a 25% reduction of student workers across campus. It appears as if the reductions were across the board rather than being based on data showing where students workers are most needed. The cost of keeping two student workers in the commons for these two days is approximately \$200.00 per week. There is an attempt to restore the student workers in the commons by using money from a Cal State program.

It was also noted that the Business Lab was also affected when they had to reschedule Friday morning hours to Monday night. The Business Department did not know about the closure until after classes had started, Staff Assignment Sheets had been distributed and students had arranged their schedules.

There was a motion directing the Senate President to find out where the decision was made and to look for opportunities to support the student in addressing the issue. M/S/C: Gerhold/McNellis.

ADDITIONS TO THE AGENDA (must be added with a 2/3 vote of members present)

It was decided to add as New Business Item C, Waitlist Issues. M/S/C: Fulks/Stratton

COMMITTEE APPOINTMENTS

A motion was made to approve the committee appointments as presented. M/S/C: Gerhold/Stratton

Curriculum Committee	
Helen Acosta (Communication)	
Extended Learning Committee	
Michael Einhaus (Philosophy)	
Safety Committee	
Sandra Sierra (Counseling)	Tim Capehart (Fire Tech)

There was additional discussion about adding a student representative to the Assessment Committee. It was noted that because the initial committee composition had been vetted by the Senate, changes to the committee composition also needed to be vetted by the Senate. A motion was made to approve a student representative to the Assessment Committee composition, to be appointed by the Student Government Association. M/S/C: Rosellini/McNellis.

UNFINISHED BUSINESS

Class Size Determination (task force) – tabled

Janet Fulks reported that CurricUNET now has a field that requires a minimum and maximum class size that will link to Banner.

Grading Policy (task force)

Christian Zoller reported that he contacted Frank Ronich about the issue but had not received a response at the time of the meeting. Nan Gomez-Heitzeberg has expressed concern with the policy but has not yet recommended any specific changes. Departments that were contacted would like the policy to stay the same. Given the following statements in the legal opinion, "Moreover, whether a student has actually cheated is a factual question which is best resolved through an adjudicatory process according students a reasonable measure of due process" and that from the student handbook, "An instructor who determines that a student has cheated or plagiarized has the right to assign an "F" grade for the assignment or examination," the question seems to be whether the faculty can give an "F" grade before the adjudicatory process or if the faculty must wait until after that process. It also seems that giving an "F" grade for the assignment does not hold any real consequence for the student. For example, if there are 20 assignments each worth 5% and the student cheats on 3 assignments, the student could still earn a "B" grade in the course.

Corny Rodriguez asked Christian and the others who volunteered to follow up with Nan Gomez-Heitzeberg and to look for language in either the Board Policy or faculty contract.

General Education (SB 1440)

Janet Fulks reported that although the Governor has not yet signed the bill, he is expected to do so soon.

Decision Making Document Review

Corny did take to College Council the Senate's change to the definition of "rely primarily upon" and did not receive any resistance. He expects the changes will be made and that the document will come back through the Senate for review. There was concern expressed about the website posting indicating the document is final. The Decision Making Document is intended to be a living document that will be reviewed by College Council each year. College Council representatives will be responsible for vetting through their respective constituency groups.

It was noted that "seek input" was a controversial topic in the 1990's and ultimately led to tension between faculty and administration. This is not an issue the Senate should take lightly. It was stressed how important it is for faculty to diligently review the document. Senators should provide feedback to College Council representatives or the Senate President. The

complete document can be found in the Senate public folders or at <http://www.bakersfieldcollege.edu/collegecouncil/dmtf/index.asp>.

NEW BUSINESS

2010-11 Bakersfield College Goals Review

Senators were asked to review the College Goals and it was noted that changes from last year were made to Goal #1 and Goal #7. It was suggested that Goal #7 needs to more clearly explain who is making the decisions and to change the word "linkages" to "accountability" and to change "provide training" to "continue dialog." After much discussion, a motion was made to support 2010-11 College Goals #1 through #6 and to ask the Accreditation Committee to review the wording for Goal #7. M/S/C: Stratton/Gerhold

1. Student Excellence: *Encourage student excellence by addressing basic skills at all course levels, research various prerequisites, placement and retention methods, and use results to improve student success.*
2. Communication: *Develop a protocol with procedures and training that ensures all College constituents will receive and use the information essential for their work, study or participation in campus processes.*
3. Oversight & Accountability: *Establish mechanisms and training that ensure employees understand their role in the college and the concept of accountability, both individually and collectively, a positive expression of which is "Renegade pride".*
4. Fiscal Responsibility: *Create and adopt a Bakersfield College campus-wide budget development process that maximizes transparency, which includes an evaluation of that process.*
5. Facilities: *Develop and implement strategies for effective maintenance and beautification of campus.*
6. Image: *Identify and support specific projects, activities and programs that enhance the college's reputation within the institution and in the community*
7. Linkages: *Provide training to college wide committees, departments, programs, and staff/student organizations on how to effectively utilize the Decision Making Document (DMD) and participate in a year end evaluation of the plan and training.*

*** There was a motion to extend the meeting time for five minutes to address the remaining business items.
M/S/C: Rosellini/McNellis

2010-11 Senate Goals Review

The Executive Board initiated the list of goals that was distributed. Senators were asked to review, share with departments and bring suggestions for changes to the Senate meeting of October 6. The proposed goals are:

1. Make accreditation a part of the campus culture
2. Promote campus wide involvement in the Senate by focusing on improved communication, hands on training and leadership recruitment
3. Ensure faculty involvement in institutional planning and budget development
4. Ensure the college demonstrates that it values diversity.
5. Ensure faculty involvement in technology planning and how it relates to the first five of the 10+1 matters (*Curriculum, including establishing pre-requisites and placing courses within disciplines; Degree and certificate requirements; Grading policies; Educational program development; Standards or policies regarding student preparation and success;*)
6. Renew and review Bakersfield College's curriculum and programs in light of new legislation and implementation of new curriculum process.

Waitlist Issues

It seems as though faculty do not know how or when the waitlist is purged. Some faculty have let students into class but waitlists have been purged and the Admissions and Records office is not allowing students to be added to the roster even with a faculty signature. The Senate should be providing the parameters for when and how waitlists are purged. Corny asked Michael McNellis to follow up with this issue through the Enrollment Management Committee.

GOOD AND WELFARE AND CONCERNS

It was suggested that the Senate make a contribution to the Renegade Pantry. Senators and Executive Board officers were asked to consider bringing donations to the next Senate meeting.

ADJOURNMENT at 5:10

ACADEMIC SENATE
October 6, 2010, 3:30 P.M.
COLLINS CONFERENCE CENTER

UNAPPROVED MINUTES

PRESENT: Corny Rodriguez (EB); John Gerhold (EB); Michael McNellis (EB); Kate Pluta (EB); Rachel Vickrey; (EB); Phil Whitney; Christian Zoller; Diana Jackson; Kathy Rosellini; Klint Rigby; Nancy Guidry; Michael Korcok; Bill Kelly; Jeannie Parent; Gayla Anderson; Richard Marquez; Kimberly Hurd; Maria Perrone; Kathy Freeman; Matthew Morgan; Jack Pierce; Sue Granger-Dickson; Nancy Guidry; Rick Brantley

ABSENT: Diana Kelly (EB); Natalie Bursztyn (EB); Janet Fulks (EB); Bill Moseley (EB); Adel Shafik; Luis Guajardo; Debbie Kennedy; Marsha Eggman; Jason Stratton; Terry Meier; Pam Kelly;

GUESTS: Nick Strobel

CALL TO ORDER

The meeting was called to order at 3:33 pm

REVIEW OF THE MINUTES

A motion was made to approve the minutes as presented. M/S/C: B. Kelly/Rosellini

REPORTS

President's Report (Rodriguez)

- The Executive Board has discussed reviewing the role and purpose of each committee to ensure the work being done is in line with the committee charge.
- There seems to be concern about some programs not participating in program review. The Senate needs to define what it means to be a program. Administration seems to be defining program in relation to program discontinuance which is specific to discipline. It was suggested to review how assessment defines program.
- Need volunteers to research the issue of listing Emeriti in the college catalog. Rick Brantley volunteered.
- Still looking for SDCC faculty co-chair; Senators were asked to solicit volunteers and to forward suggestions to Corny.
- Has not yet scheduled a face to face meeting with Frank Ronich, but will report out once that meeting occurs.

Co-Chair Reports

Accreditation: The committee is recommending that the IEC Co-chair become a permanent member just as the Assessment Co-chair. This change will need Senate approval. The committee also needs a representative from the Basic Skills area. ASC will bring forward a proposal for the Self Evaluation Committee. The recommendation includes a faculty co-chair with .400 reassigned time through spring 2012 and a report editor with .200 reassigned time. The committee is not sure if administration supports the reassigned time but feels the work warrants the time.

The annual Accreditation report was shared with Senators and will be presented to the Board of Trustees on October 14. Kate Pluta pointed out a few keys areas in the report: The rubric on page 3 shows the categories that are established by the commission. Bakersfield College must show quality, continuous improvement by spring 2012 in the area of program review and planning. The SLO area needs to remain at the proficient level across all departments and classes. Details about each standard can be found in the full report.

Correspondence

There was no correspondence to report.

Treasurer

Rachel Vickrey has sent faculty an email about Senate dues. The recommendation is \$5.00 per month for ten months which can be paid in one lump sum or taken as a payroll deduction. The money is spent on faculty awards, retiree gifts and student scholarships.

CCA Report

The negotiation team will hold its first meeting on November 19. At this point the district team will be an attorney. Other administrators will participate but no one specific has been identified. The district's sunshine list will go to the Board of Trustees on October 14. After that meeting the list will be shared with faculty. Andrea will keep faculty informed about how negotiations progress. The negotiation team is still looking for faculty willing to be resources for each of the specific sunshine topics. Faculty who have questions or are willing to be a resource should contact Andrea.

SGA (Student Government Association)

Sean Hill reported there will be a Student Health Fair at Delano Wednesday, October 13. A Health Fair at BC will be held next semester. Along with the club floats the awarding of Homecoming King and Queen will be reinstated this year. All students may participate with the required petition, a 2.0 GPA and a minimum of six units. Decisions for each will be decided by popular vote but the process for selecting the final candidates has not yet been decided.

DMTF (Decision-Making Task Force)

The committee has not met face to face but is aware of the discussion from College Council. Recommendations passed through the Senate and College Council were implemented and the updated document was distributed to the Senators. It was noted that the decision making document outlines the process for the college community to provide information to the President. The chart represents how the recommendations and input make it to the President's desk. It was suggested that a like image that illustrates the Senate's decision making process would help make clear for faculty how their voice and recommendations go to the President. Michael McNellis noted that he provided a narrative of the Senate process that was not included in the document. Michael and John Gerhold will follow up with Dr. Chamberlain. Also noted is that some decisions are not made by the President but by lower level administrators and that process is not covered in this document. The decision making document is meant to explain those decisions that impact the college as a whole. Additional suggestions included making the College Council box smaller and to make the arrow from College Council to the President dotted rather than solid. Accreditation Steering Committee members feel the Decision Making document should be considered a planning document. Planning is a 10+1 matter but decision making is not. DMTF members reminded the Senate that feedback on the recommendation and evaluation process is needed.

BDPTF (Budget Development and Planning Task Force)

This item was discussed as New Business Item A.

OPPORTUNITY TO ADDRESS THE SENATE

ADDITIONS TO THE AGENDA (*must be added with a 2/3 vote of members present*)

It was decided to add as New Business Item B, Decision Making Document. M/S/C: Rosellini/B. Kelly

COMMITTEE APPOINTMENTS

A motion was made to approve the committee appointments as presented. M/S/C: Rosellini/Gerhold

UNFINISHED BUSINESS

Class Size Determination (task force)

There was a motion to table this item. M/S/C: Gerhold/B. Kelly

Grading Policy (task force)

Christian Zoller reported that he cannot find any legal case that prevents the current policy. He also asked Frank Ronich for input on the matter and was referred to Nan Gomez-Heitzeberg. Christian will meet with Nan on October 13. The Senate expressed a desire to keep with the current policy barring any legal requirements to change the policy.

General Education (SB 1440)

This bill has now been signed by the Governor. Correspondence related to SB 1440 from the CCCO and ASCCC was provided to the Senate. The letter from ASCCC explains that a college can satisfy its commitment to offering these degrees in a single program. It is not required to have a transfer degree available in all disciplines. Faculty should be cautious in determining which programs will have the transfer degree(s) since students will likely find the transfer degree attractive and college administrators may focus course offerings to the areas with transfer degrees. Counselors expressed concern with offering only one degree since Bakersfield College has very low rates of degree and transfers. Several departments will be affected by the limited number of units needed for a transfer degree. It was suggested that the Senate form a task force to review and recommend which degrees should be offered for transfer. Corny Rodriguez asked the Curriculum Committee to work on this and to keep the Senate informed

2010-11 Bakersfield College Goals Review

College Goals one through six were approved at the previous Senate meeting. Goal 7 was revised by the Accreditation Steering Committee and presented to the Senate. The recommended revision is: *Make accreditation part of college life by embedding it in college committee charges, conducting training, and creating a Self Evaluation Committee that participates in training; reviews previous reports, recommendations, and planning agendas; identifies constituencies to communicate and gather information; identifies evidence needs; identifies gaps and makes recommendations to the Accreditation Steering Committee; documents findings; writes self evaluation sections; reports to ASC at the end of fall and spring terms; and trains standing committees.* ASC developed three completely new goals but presented one goal that is in line with how the initial goal was written. The initial strategic initiative was established to confirm the college's commitment to connecting the work of each committee, task force and working group. The committee does not feel this goal adequately addresses the meaning of linkages. It was noted that the wording may be more closely related to oversight and accountability. A motion was made to recommend adding the revised wording to the oversight and accountability goal. M/S/C: Gerhold/Vickrey

Senators expressed concern with carrying forward the same goals as the previous year. There were questions about how the goals were evaluated. Members of College Council explained that a small group from College Council distributed a survey last spring asking for feedback on the goals. This small group recommended goals for 2010-11 based on this feedback and presented the recommendations to College Council members. College Council members are now vetting through their respective constituency groups.

There were comments that Goal 2 was unclear. It seems that each of the college goals should be more specific and need to be written in a way that makes them more measurable. A comment was made that goals should not be accepted without responsible people or groups identified to accomplish the goal.

A motion was made to take the linkages goal as revised and recommend that it be included as part of Oversight & Accountability and instead make Goal 7 a goal to assess, share and report to the college community progress on each of the goals. M/S/C: Gerhold/Rigby

A motion was then made to forward the amended goals to College Council. M/S/C: Gerhold/B. Kelly. There was one objection

2010-11 Senate Goals Review

Senators expressed concern with the goals not being measurable. A motion was made directing the Executive Board to revise the goals to include measurable outcomes. M/S/C: Rosellini/Gerhold

Waitlist Issues

An update was not provided. This topic will be carried to the next meeting.

NEW BUSINESS

Budget Committee Proposal

Dr. Chamberlain along with members of the budget task force developed a proposal for a standing budget committee. A document that describes the committee charge, scope of authority and composition was reviewed. This committee is not intended to make actual allocations but instead will develop criteria and the process for determining budget needs that would result in allocation decisions by administration. The committee will base the criteria and budget development process based on such things as goals, strategic plans and program reviews. The committee will be one component of the college's planning and budgeting processes.

Senators should share this proposal with faculty in their department and be prepared to vote on the proposal at the October 20 Senate meeting.

****There was a motion to extend the meeting time by 5 minutes. M/S/C: Rosellini/Korcok**

Discussion and debate continued about the composition and whether specific representatives needed to be identified by virtue of the position they hold such as department chairs or committee chairs. The process for selecting the faculty representatives is completely up to the Senate. There was a question about how the budget committee will interact with the district. How does the college make recommendations about the district allocation? It was suggested that the district issue should be addressed by CCA and Senate presidents at District Consultation Council.

Decision Making Document Draft Review

This item was not addressed due to a lack of time.

GOOD AND WELFARE AND CONCERNS

ADJOURNMENT at 5:08

ACADEMIC SENATE
October 20, 2010, 3:30 P.M.
COLLINS CONFERENCE CENTER

UNAPPROVED MINUTES

PRESENT: Corny Rodriguez (EB); Kate Pluta (EB); Rachel Vickrey; (EB); Bill Moseley (EB); Christian Zoller; Diana Jackson; Kathy Rosellini; Klint Rigby; Nancy Guidry; Gayla Anderson; Richard Marquez; Kimberly Hurd; Maria Perrone; Kathy Freeman; Matthew Morgan; Sue Granger-Dickson; Terry Meier; Pam Kelly; Debbie Kennedy; Marsha Eggman

ABSENT: Diana Kelly (EB); Natalie Bursztyn (EB); Janet Fulks (EB); John Gerhold (EB); Michael McNellis (EB); Adel Shafik; Luis Guajardo; Jason Stratton; Phil Whitney; Rick Brantley; Jack Pierce; Michael Korcok; Bill Kelly; Jeannie Parent;

GUESTS: Jorge Barrientos, Sean Hill, Nick Strobel, Tom Moran, Becki Whitson

CALL TO ORDER

The meeting was called to order at 3:44 pm

REVIEW OF THE MINUTES

A motion was made to approve the minutes as presented. M/S/C: Moseley/Vickrey

REPORTS

President's Report (Rodriguez)

- Corny attended the Central Valley High Education Consortium Conference along with Nan Gomez-Heitzeberg, Doris Givens and Joyce Ester. A degree model has not been developed yet, but workshops outlining what should and should not be done will be scheduled soon. Discussion at the conference centered on perceptions and common language related to assessment and transcripts. Another idea discussed was how to move a student through to degree using a GPS type system, using checkpoints along the way coordinated with counselors, deans and department chairs. There will be a conference summary available that Corny will share when it is available. It was noted by Counseling that the transfer degree guarantees admission to a college but not necessary to a specific department.
- Dr. Chamberlain announced at College Council that there are six faculty retirements identified for the coming year.
- The President is soliciting names of those interested in serving on the Centennial Celebration Committee. Anyone interested should contact Debbie Spohn. Also if you have ideas on how to celebrate, please forward those ideas to the president's office.

Co-Chair Reports

Accreditation: Kate Pluta asked for anyone interested in serving on an accreditation team to contact Greg Chamberlain. The commitment is typically in October or March for four-five days and includes interviewing college personnel and reading all of the accreditation documents and evidence. All evidence and documentation is provided electronically ahead of the actual visit and recommendations are written on the last day of the visit. Initial training is one day in either Oakland or Los Angeles from 9:00am – 3:00pm. Expenses are reimbursed quickly. Overall it is a rich experience learning about other colleges. Sue Granger Dickson expressed interest in serving.

ISIT: Luminis and the migration to Moodle is taking much of the attention of IT. Both of these things touch or relate to every piece of IT hardware we use districtwide including Banner. IT continues to test Luminis and is working to go live as soon as possible. Realistically, it will be ready in early spring and in time for summer and fall registration. A distance learning subcommittee of ISIT is developing a document to guide future initiatives related to distance education

Correspondence

There was no correspondence to report.

Treasurer

Rachel Vickrey distributed copies of the dues deduction form and asked Senators to remind faculty in their departments of the opportunity to contribute.

CCA Report

Kathy Rosellini distributed the KCCD sunshine proposal. The CCA team continues to meet in preparation for negotiations. Andrea Garrison is the lead negotiator and will continue to send updates to faculty.

SGA (Student Government Association)

Sean Hill reported that the Delano Heath Fair went well. SGA is looking forward to next year and anticipates a larger number of participants next year. Sean also reminded the Senate of Homecoming Week, October 25-29, and asked faculty to encourage students to participate in the various activities around campus. November 18 is the Great American Smoke-Out. SGA will be giving out information that day about quitting. SGA will be hosting an unbiased presentation related to Proposition 19 on October 28 at 6:00pm in the Fireside.

DMTF (Decision-Making Task Force)

This item was deferred to New Business Item B.

BDPTF (Budget Development and Planning Task Force)

This item was deferred to New Business Item A.

OPPORTUNITY TO ADDRESS THE SENATE

Tom Moran and Becki Whitson: Classified Employees Teaching Adjunct

Tom Moran and Becki Whitson, both department chairs, asked to share their concern with an apparent new policy that has to do with hired adjunct faculty that are also full time or part time classified. Tom explained that information was shared about a decision to no longer hire as adjunct, classified employees of the Kern Community College District. Department chairs have asked questions about setting spring schedules but it has been difficult to get answers to the questions. For the Foreign Language/ASL Department, the change would eliminate 30% of the total teaching staff. Behavioral Science would lose three instructors. A memo from Vice Chancellor of Human Resources explains that there is not a moratorium on classified employees receiving an adjunct assignments; however, it does say there is an effort to progressively move away from ongoing assignments. Although rumors have gone around about the decision having to do with overtime, separation of duties or a union related conflict of interest, there has been no clear rationale for the decision. If there is a problem with any specific employee then it would be best to deal with the specific issue rather than cutting off everyone at the knees. The decision puts a lot of people who are not abusing system out of work and harms students when we do not have coverage for classes. Most adjuncts are employed elsewhere, but this decision only affects classified employees of KCCD. The lack of information leaves several questions about when and how those who hold classified assignments can also be given an adjunct teaching assignment. There are no answers to those questions and faculty should be able to get those answers.

Becki Whitson asked if the Senate had been consulted about this decision. The Senate had not been consulted. It was pointed out that the issue of administration not consulting with the Senate on 10+1 matters is a long standing issue. Tom and Becki pointed out that the adjunct faculty in question are highly qualified, have served with distinction and are helping students, the elimination of which would limit the number of sections offered and the number of students served. They asked the Senate to consider options for addressing the lack of consultation, the flawed communication process and to request information on behalf of the department chairs about why the decision was made.

Senators asked if the issue had been discussed at District Consultation Council (DCC). It had not been discussed at DCC but CCA asked for it to be added to the agenda. It was also shared that additional information would be coming from college administrators.

A motion was made directing the Senate President to express the Senate's concerns to DCC about the process, communication and impact on students. M/S/C: Marquez/Rosellini

ADDITIONS TO THE AGENDA *(must be added with a 2/3 vote of members present)*

There were no additions to the agenda.

COMMITTEE APPOINTMENTS

There were no committee appointments to approve.

UNFINISHED BUSINESS

Class Size Determination (task force)

This item will be carried to the next meeting.

Grading Policy (task force)

Christian Zoller reported about the proposed change to the grading policy. Changes related to this policy have already been made in the new student handbook and in the 2010-11 college catalog. Given that this is a 10+1 issue, the changes should not have been made without input from the Senate. Corny explained that he had received a request from Nan Gomez-Heitzeberg late last spring about the need to review the language; however, since the Senate does not meet over the summer he explained the Senate would establish a task force in the fall. The task force has been working on this but is unsure how to proceed.

A motion was made directing the Senate President to address the matter with the college President, Vice President and the District Consultation Council members specifically about the changes to the grading policy, but also to address the continued dismissal of the Senate's 10+1 purview. M/S/C: Freeman/Zoller

General Education (SB 1440)

Other than the information Corny provided in the President's report, there was no additional information shared.

2010-11 Bakersfield College Goals Review

This item was brought back to the Senate for review and approval of a revised Goal #7. There were two suggestions provided. A motion was made to adopt the second option with minor grammatical changes, to read as follows:

Reinforce the importance of accreditation as part of college life by embedding it in the charges of college committees, conducting training and creating a Self Evaluation Committee that will make recommendations to the Accreditation Steering Committee.

M/S/C: Rosellini/Granger-Dickson

2010-11 Senate Goals Review

Corny reported that the Executive Board has not yet completed the revisions of each goal, but expects to have revisions for the next Senate meeting.

Waitlist Issues

This item was deferred to the next meeting.

NEW BUSINESS

Budget Committee Proposal

Corny reported on the discussion of College Council members and that the scope of authority was changed to read, "All members regardless of individual interests will focus on budget processes and procedures, to insure alignment of collegewide planning and budget allocations." Senators discussed the need to designate one of the faculty representatives as a faculty chair. It was noted that because the budget needs to be linked to program review it would be beneficial for the IEC co-chair or faculty designee to serve on this committee. Another suggestion was to keep four faculty representatives and add the IEC co-chair as a resource to the committee outside of the faculty representation.

A motion was made to remove the designation of "at least one faculty should be a faculty chair" and to add an additional faculty member to be the faculty IEC co-chair or designee. M/S/C: P.Kelly/Granger Dickson

Decision Making Document Draft Review

Senators were reminded to review the document and to share with their respective departments paying particular attention to the evaluation process and recommendations. After a brief review of these pages, there was a request for the survey results.

A motion was made to request the College Council baseline survey results conducted in the spring 2010. M/S/C: Freeman/Guidry

Corny pointed out that there have been minor revisions since the last printed copy to the Senate: changes to the Curriculum Committee and notation of the committee chairs. A concern was raised by several Senators about the Senate recommendations not being incorporated and how the Senate could make sure those changes were made.

***A motion was made to extend the meeting for five minutes. M/S/C: Rosellini/Meier

A motion was made to reject the decision making document until the Senate's recommended changes to the Process Chart are made and Greg Chamberlain can address the Senate. M/S: P.Kelly/Freeman. The motion carried with two objections

GOOD AND WELFARE AND CONCERNS

ADJOURNMENT at 5:12

ACADEMIC SENATE
November 3, 2010, 3:30 P.M.
COLLINS CONFERENCE CENTER

UNAPPROVED MINUTES

PRESENT: Corny Rodriguez (EB); John Gerhold (EB); Kate Pluta (EB); Janet Fulks (EB); Rachel Vickrey; (EB); Diana Kelly (EB); Phil Whitney; Christian Zoller; Diana Jackson; Kathy Rosellini; Klint Rigby; Nancy Guidry; Jeannie Parent; Kimberly Hurd; Maria Perrone; Matthew Morgan; Rick Brantley; Debbie Kennedy; Marsha Eggman; Jason Stratton; Terry Meier; Pam Kelly; Pat Coyle

ABSENT: Natalie Bursztyn (EB); Michael McNellis (EB); Bill Moseley (EB); Adel Shafik; Luis Guajardo; Jack Pierce; Sue Granger-Dickson; Kathy Freeman; Richard Marquez; Michael Korcok; Bill Kelly; Gayla Anderson; Nancy Guidry;

GUESTS: Greg Chamberlain

CALL TO ORDER

The meeting was called to order at 3:35

**A motion was made to suspend the agenda to allow Dr. Chamberlain to address the Senate. M/S/C: Gerhold/Stratton

OPPORTUNITY TO ADDRESS THE SENATE

Greg Chamberlain: Decision Making Document

From meeting with Corny and the Academic Senate Executive Board, Greg is aware that the Senate did not approve the decision making document moving forward because the Senate recommendations had not been incorporated into the document. Greg reviewed the changes that he intends to take to the next College Council meeting. The specific changes that will be made are: the process chart now shows a College Council along with changes to the standing and operational committee boxes that now list a few examples of each group with the full listing on the narrative page that precedes the chart. An additional change to the assumptions page that will include a written statement will describe how the document is intended to change and be updated frequently. Changes to the committee charges that approved by the Senate will also be incorporated prior to the next College Council meeting.

A concern was expressed that the document was not clear that changes to authority could not be made without the appropriate consultation. Greg made clear that the document does not dictate authority but outlines what exists and what is happening. The only way to make changes to the document or the process is to go through the appropriate constituency groups. Another concern was raised about consistency in the committee charge tables: some list "reports to" and others list "communicates with." It was decided that each committee charge will list both. Charges without that information listed at this time will read, "... and college community." Committee chairs will be asked to review this section and provide a recommendation for how the section should ultimately read.

A suggestion was made that the statement on the assumptions page read as follows, "This document will continue to change and improve based upon feedback from the college community through scheduled evaluations and other opportunities for input and/or recommendations." Greg asked that this specific wording be sent to him. Small changes will be incorporated now and the document will be shared with the whole college community. As the document is used and reviewed more broadly, suggestions for improvement will be encouraged and changes will be made.

A motion was made to move the document forward to College Council with the changes adopted at this Senate meeting and with the understanding that identified errors or necessary changes will be added to the document as soon as practical. M/S/C: Gerhold/ Whitney.

REVIEW OF THE MINUTES

A motion was made to approve the minutes with changes to the attendance list. M/S/C: Vickrey/Rigby

A motion was made asking the Senate President to remind those Senators who are not regularly attending Senate meeting since those departments are not being represented. M/S/C: Gerhold/Rosellini

REPORTS

President's Report (Rodriguez)

- District Consultation Council members had thorough discussion on classified teaching adjunct assignments. The end result is that Vice Chancellor, Abe Ali, was directed to do further research on the issue. DCC will discuss how Section 7 of the Board Policy as it relates to the hiring process. The policies for hiring faculty are a Senate 10+1 matter. Corny explained that there is no moratorium on using classified employees as adjunct. The rationale seems to have very little to do with budget since there are very few that are paid more than the regular adjunct rate, but rather to do with avoiding scheduling conflicts and work crossover. There doesn't seem to be any existing policy that limits classified from having an adjunct assignment. It was noted that most adjuncts at Delano have a part time classified assignment which puts those employees in the position of choosing between assignments. Issues with crossover work should be addressed as performance issues with individual employees rather than preventing any classified employee from teaching adjunct. The Senate revised existing policy related to faculty hiring last year but is still with Abe Ali and has not been shared with DCC.
- The Chancellor has asked that the colleges consider applying for a Gates Foundation grant related to student success. West Hills has taken the lead and would like to include KCCD along with a few other college districts.

Co-Chair Reports

Curriculum: The Curriculum chair continues to work on Curricunet implementation. Training continues and hundreds of courses are in process. It is important that the Senate send several people to the Curricunet workshop as more trained faculty are needed to help make Curricunet a success.

ASCCC: John Gerhold reported that plenary is a week away and that Senate members should review the list of proposed resolutions and the changes to the disciplines list. John will consider any feedback as he votes.

Correspondence

There was no correspondence to report.

Treasurer

Rachel distributed a written treasurer's report that can be found in public folders. Currently, there is approximately \$2800.00 for student scholarships.

CCA Report

Kathy Rosellini reported that CCA want to maintain the coordination between CCA and the Senate when developing the annual academic calendar. CCA is developing an MOU between the union and the Senates. The Senate asked that CCA make the legal opinion available to the Senate.

SGA (Student Government Association)

There was no student report.

Budget Committee (status update)

There was no update provided on the Budget Committee

ADDITIONS TO THE AGENDA (*must be added with a 2/3 vote of members present*)

A motion was made to add as New Business E, Faculty Hiring at Delano. M/S/C: Rosellini/Gerhold

COMMITTEE APPOINTMENTS

There were no committee appointments to approve.

**A motion to suspend the agenda to immediately address the voting items listed on the agenda. M/S/C: Gerhold/Rosellini

UNFINISHED BUSINESS

Class Size Determination (task force)

This item was tabled until the next meeting.

Grading Policy (task force)

This item was tabled until the next meeting.

General Education (SB 1440)

Webinar about 1440 degree and so far there are TMC for five disciplines. Senate input is needed immediately. Those in these areas should go online and review these degrees and also review current discipline degree. Have both, current degree, or the transfer degree. These will be approved by November 19 and will be voted on at Plenary.

2010-11 Senate Goals Review

There was concern expressed at previous Senate meetings that the goal statements should be measurable; however, the ability to measure each goal comes from stated objectives which aren't included. Corny asked that the Senate consider leaving the goals as written which were intended to be broad. Senate members asked if a list of accomplishments could be provided. The goals were reported on last year at the final Senate meeting of 09-10 and that information was included in the minutes. There was a motion to approve the goals as presented. M/S/C: Gerhold/Rosellini.

Waitlist Issues

This item was deferred to the next meeting.

NEW BUSINESS

Standing Committee Charges

A motion was made to vote on the proposed changes to the standing committee charges. M/S/C: Gerhold/Stratton
It was explained that the change to Accreditation Steering Committee is the addition of the IEC co-chair; the change to Equivalency Committee is that the limit of five faculty was expanded to at least five faculty.

Self Evaluation Committee

The committee charge was developed by the Accreditation Steering Committee (ACS). The primary role of the committee is to research and conduct interviews in order to collect evidence for the self evaluation through the spring and fall. The report must be written and distributed to the college community next fall. The co-chair job description is being written and will include three semesters of .400 reassigned time beginning this spring. There will also be a faculty editor position that will receive .200 reassigned time or a \$4000 stipend. This person will need to edit the report and return it to ASC by February 2012. The eleven standard subcommittees will also have faculty and administrative co-chairs with membership including faculty, staff, students and administrators. Part time faculty can serve on any committee but co-chairs will need to be full time faculty. ASC is also discussing how best to get classified participation. One suggestion has been to hold focus groups from specific service areas in order to get feedback without employees from those areas having to commit to committee services.

A motion was made to vote on this item at the first reading. M/S/C: Stratton/Gerhold. A motion was made to approve the committee proposal as presented. M/S/C: Stratton/Rosellini

** A motion was made to continue meeting for 10 minutes in order to address the Academic Calendar. M/S/C: Rosellini/Kennedy. There was one abstention.

Academic Calendars

Corny asked Senators to review and share the academic calendar information that was distributed. Feedback should be ready to share at the next Senate meeting so either approval or concerns can be forwarded to CCA and the Chancellor's office.

Academic Dishonesty Form

This item was tabled until the next meeting.

GOOD AND WELFARE AND CONCERNS

ADJOURNMENT at 5:13

ACADEMIC SENATE
November 17, 2010, 3:30 P.M.
COLLINS CONFERENCE CENTER

UNAPPROVED MINUTES

PRESENT: Corny Rodriguez (EB); Kate Pluta (EB); Bill Moseley (EB); Janet Fulks (EB); Phil Whitney; Christian Zoller; Diana Jackson; Kathy Rosellini; Klint Rigby; Jeannie Parent; Kimberly Hurd; Maria Perrone; Debbie Kennedy; Marsha Eggman; Jason Stratton; Terry Meier; Pam Kelly; Richard Marquez; Michael Korcok; Nancy Guidry; Kathy Freeman; Adel Shafik; Anna Poetker (as proxy for Matthew Morgan); Gayla Anderson;

ABSENT: Natalie Bursztyn (EB); Rachel Vickrey; (EB); Michael McNellis (EB); Diana Kelly (EB); John Gerhold (EB); Luis Guajardo; Jack Pierce; Sue Granger-Dickson; Bill Kelly; Matthew Morgan; Rick Brantley;

GUESTS: Jorge Barrientos, The Bakersfield Californian

CALL TO ORDER

The meeting was called to order at 3:38

REVIEW OF THE MINUTES

A motion was made to approve the minutes as presented. M/S/C: Meier/Korcok

REPORTS

President's Report (Rodriguez)

- Attended Fall Plenary, but will let ASCCC Representative, John Gerhold, provide a report on the resolutions. Corny would like the Senate to consider forming a districtwide Academic Senate. The Executive Board will develop a list of pros and cons for the Senate to review.
- West Hills College, along with KCCD and other central valley colleges, has applied for a Gates Foundation grant called Completion by Design. This is a planning grant, related to SB1440 that will look at student success.
- Rick Brantley has been researching why the list of Emeriti were removed from the college catalog last summer. It seems that new board policy was written that outlines how Emeriti will be identified, but the concern is whether those previously listed should be grandfathered in rather than starting a new list.
- Human Resources will be sending out information very soon about the classified employees with teaching assignments. The Chancellor and Abe Ali shared at DCC that a review FLSA language revealed limitations for classified having teaching assignments and the compensation they receive. Once the information is sent from the district the Senate can determine how to proceed.
- Greg Chamberlain reported at College Council that there will be approximately 13 faculty hires for next year. It is unclear whether the hiring will be based on the priorities set by FCDC.
- Four faculty are needed to serve on the Budget Committee.

Co-Chair Reports

Accreditation: Kate Pluta asked that faculty consider interviewing for the Self Evaluation Committee Co-chair position. The position will have .400 reassigned time for three semesters beginning spring 2011. Anyone interested should contact Kate or the Senate office by noon on Thursday, November 18.

Curriculum: Janet Fulks reported that approximately 100 pieces of curriculum have been entered into Curricunet. It has been an arduous process, but the number of submissions clearly show the dedication and professionalism of faculty at Bakersfield College. Janet is negotiating to extend the submission deadline so that all faculty who have curriculum to submit have time to do so. There continue to be small glitches with Curricunet. The three Curriculum chairs have been meeting every week for the past two months and are committed to working with Curricunet staff to ensure the glitches are worked out. Issues with the approval process and entering curriculum more than once have been corrected.

ISIT: Bill Moseley reported that there is a plan to restructure Information Technology districtwide. It appears there still will be a campus IT Manager, but that there will be other shifts to consolidate services related to security. There will be no net changes to classified staff and faculty should not anticipate any major differences in the level of campus service.

There are issues with the implementation of Luminis and Moodle. Initially, the decisions impacting implementation were to start at the district level and then were to be approved by the Vice President at the campus; however, the implementation affects instruction which then becomes a faculty issue. Bill Moseley and Bonnie Suderman met with Nan Gomez-Heitzeberg who has agreed that faculty input is needed. A districtwide committee of faculty and technical staff will gather to address the remaining concerns. Given that Luminis will launch sometime in the spring, Moodle will most likely be available for all faculty next fall. It was noted that every course with a CRN will have a Moodle shell but faculty will not be required to use it.

Correspondence

There was not correspondence report.

Treasurer

There was no treasurer report.

CCA Report

CCA is preparing the second newsletter that is expected to be ready the first week of December. CCA members should have also received an appreciation letter. Negotiations will begin on Friday, November 19. Although administration has expressed an interest in meeting as few times as possible, CCA does not plan to let the meeting schedule reduce the number of issues addressed. Issues such as SLO compensations, online course evaluations, RIF procedures and part-time seniority procedures will be among the first to be addressed.

Tom Burke announced at the Board of Trustees meeting that the district has added \$6 million to the reserves, which puts KCCD third in the state. Andrea Garrison expressed concern with this increase given the staffing and service reductions being made at the colleges. CCA has asked that the Senate also address this issue through appropriate channels.

SGA (Student Government Association)

Sean Hill reported that SGA representatives recently attended a student government conference in Florida. In response to students questioning why SGA representatives attend conferences, SGA will be forming a speakers bureau. SGA representatives will share ideas and topics they learned about at the conference with students. SGA also will be holding a town hall meeting to answer student questions in an effort to improve the connection between students and SGA. Sean also reported that Homecoming was a success. Many students have complimented SGA on the activities and expressed how much they enjoyed the event. Sean also made note of the new tables and benches that have been installed in the Campus Center.

Budget Committee (status update)

A call for faculty representatives will go out soon.

OPPORTUNITY TO ADDRESS THE SENATE

ADDITIONS TO THE AGENDA *(must be added with a 2/3 vote of members present)*

There were no additions to the agenda.

COMMITTEE APPOINTMENTS

A motion was made to approve the committee appointments as presented. M/S/C: Stratton/Rosellini

UNFINISHED BUSINESS

Class Size Determination (task force)

Janet Fulks reported that minimum and maximum limits have been listed on the curriculum submissions to Curricunet. The limits were established by the department faculty.

Grading Policy (task force)

The Behavioral Science department will be meeting on November 23, but it seems the Senate's position is that the language should be status quo. It was noted that there are differences in the language among the college catalog, student handbook and the website. Nancy Guidry volunteered to work on aligning the language.

General Education (SB 1440)

Janet Fulks reported that this topic was heavily discussed at Plenary. This legislation gives authority to the community colleges to define which lower division courses must be accepted as transfer courses by the CSUs. Legislation related to UC transfers has been proposed but has not been passed.

Currently there are six statewide degrees being reviewed by the C-ID group and each needs faculty input. Faculty can participate by signing up through the C-ID website. Janet will send out information about how faculty can give other input. Bakersfield College will need to offer at least two compliant degrees by fall 2011. It was suggested that faculty collaborate in early spring to determine which degrees would be best to offer our students. It should be noted that all courses within the degree need to be taught within the district. If the degrees are approved then all courses within the degree will be articulated. Stand alone courses are not encouraged, so it will be important for faculty to identify stand alone courses that can be attached to a degree. Curriculum committee will be assisting departments with that effort in the spring.

Waitlist Issues

This item was tabled until the next meeting.

Academic Calendars

Senators expressed support of the schedule as presented but were concerned that a start date for summer had not been identified. A motion was made to approve the proposed calendar pending the suggestion of an identified summer start date. M/S/C: Stratton/Kennedy

NEW BUSINESS

Academic Dishonesty Form

Faculty expressed support and concern with the form. Having a paper trail would be good since students could be cheating in six courses in one semester. There was concern with faculty being obligated to report, when faculty should report and what sanctions would be imposed. Specifically, the form is unclear whether the faculty member or the Dean of Students imposes sanctions. There was a suggestion for faculty to communicate with each other about students in question rather than using the form. It was decided to invite the Dean of Students, Joyce Coleman, to the Senate to discuss the use of the form.

Faculty Hiring at Delano (Resolution)

The resolution is in response to the right of assignment and faculty hiring, specifically in Delano. It was prompted by a department being allowed to hire an additional position but only for classes taught in Delano. The concern is that when faculty teach at a remote location they are isolated and are not integrated into the department well—it is a disservice to the faculty member. It was suggested that the Delano Center may need to become its own college. It was decided to postpone approval of the resolution until Corry can discuss the issue with Greg Chamberlain.

GOOD AND WELFARE AND CONCERNS

ADJOURNMENT at 5:09

ACADEMIC SENATE
December 1, 2010, 3:30 P.M.
COLLINS CONFERENCE CENTER

UNAPPROVED MINUTES

PRESENT: Corny Rodriguez (EB); John Gerhold (EB); Kate Pluta (EB); Rachel Vickrey; (EB); Bill Moseley (EB); Janet Fulks (EB); Diana Kelly (EB); Phil Whitney; Christian Zoller; Diana Jackson; Kathy Rosellini; Klint Rigby; Nancy Guidry; Jeannie Parent; Kimberly Hurd; Maria Perrone; Matthew Morgan; Rick Brantley; Debbie Kennedy; Marsha Eggman; Jason Stratton; Terry Meier; Pam Kelly; Pat Coyle; Richard Marquez; Michael Korcok;

ABSENT: Natalie Bursztyn (EB); Michael McNellis (EB); Adel Shafik; Luis Guajardo; Jack Pierce; Sue Granger-Dickson; Kathy Freeman; Bill Kelly; Gayla Anderson; Nancy Guidry;

GUESTS: Jorge Barrientos

CALL TO ORDER

The meeting was called to order at 3:40

REVIEW OF THE MINUTES

A motion was made to approve the minutes with changes to the ISIT Report that should now indicate implementation issues with Luminis and Moodle. M/S/C: Rosellini/Korcok

REPORTS

President's Report (Rodriguez)

- Corny will be meeting with Porterville, Taft, Cerro Coso and CSU Bakersfield Senate Presidents to discuss how to move forward in this region to implement SB1440.
- There is a target to hire 13 faculty next year: 7 replacements and 6 new incremental positions in an effort to begin addressing the waived Faculty Obligation Number (FON). Dr. Chamberlain will notify faculty chairs on which positions will be hired.
- The call for the EODAC faculty co-chair was answered and interviews will be held next week. A faculty co-chair is still needed for SDCC. Additionally, Michael McNellis has resigned as Senate Vice President. The Executive Board will look to fill that position in the spring.
- The approval of faculty emeriti continues to be an issue among current and retired faculty. The Chancellor's office has confirmed that the Board of Trustees has only ever approved one person for the honor, President Emeritus John Collins.

Co-Chair Reports

Accreditation: Nan Gomez-Heitzeberg and Greg Chamberlain are interviewing the SEC co-chair on Tuesday.

Curriculum: The committee is working diligently to get through 165 pieces of curriculum that have been submitted. Janet Fulks asked Senators to thank their department representative to Curriculum for doing this work over the holidays. All of the faculty suggestions for improvements to Curricunet should be made by January 1.

Correspondence

There was no correspondence to report

Treasurer

Rachel reminded Senators that additional dues donation could be made and would be used for scholarships.

CCA Report

The next newsletter is expected to be distributed December 2. CCA Executive Board would appreciate any feedback from faculty who have read the newsletter. CCA President, Mary O'Neal write in the newsletter about the district

*Academic Senate Meeting Minutes
December 1, 2010*

reserve levels, the Faculty Obligation Number and possible mid year reductions. Elections for CCA officers will begin in January.

SGA (Student Government Association)

There was no student report.

Budget Committee (status update)

The first meeting will be on Monday, December 6. Faculty representatives will report out regularly.

OPPORTUNITY TO ADDRESS THE SENATE

Greg Chamberlain: Hiring at Delano

Dr. Chamberlain expressed his concern with the proposed resolution concerning hiring at Delano. It is the role of faculty chairs to develop schedules but it is to be done in coordination with the Deans. Administrators retain the right of assignment for faculty as it is outlined in the contract. It is important to recognize that Delano is part of what Bakersfield College does. Rumors are that we keep throwing money there, but it generates almost twice as much as it generates each year. Based on the state funding model, Delano is allocated about \$1million dollars each year. We spend money there because those are our students. There is also a huge potential for growth. The Delano Center generates about 1000 FTES which is the minimum required to maintain the site as a Center. There is currently not a plan to grow beyond the 1000 FTES since the college is already beyond the cap limitation, but there is growth potential there when the college does receive growth funding. The idea is that in 20 years Delano might have 10 thousand or 20 thousand students-- once there is an opportunity for growth. The master plan is to have a campus there and not a Center but that decision will be made in the long term future.

The resolution talks about fairness with students and pedagogy and it seems fair to those students that the college assigns full time faculty to a location where those students consider home. There are courses at Bakersfield College and Delano that are only taught by a single instructor in order to get through a program. That would change as we expand the number of full time faculty and programs in Delano. In this district, Cerro Coso operates multiple centers in Bishop, Mammoth, Lake Isabella and Edwards AFB and they have permanent faculty that are hired and are assigned at each of those locations. They do a good job to include the faculty through technology. The distance does not make collaboration and communication as easy but it is not impossible. Some departments on this campus do that as well. Students should have a cadre of faculty to better meet the needs of our students in Delano, Shafter, Porterville and other areas.

Senators then shared their thoughts and concerns with Dr. Chamberlain. It was suggested that job announcements indicate the discipline and that the assignment may include in Delano rather than having announcements say the position is solely for the Delano Center. Greg indicated that despite the initial designation every faculty member may need to teach at another location or alternate hours.

Another concern is the inconsistency of the assignment and hiring at Delano. Some departments rely on the Center Director to find adjunct faculty while others take a more active role in the decision making. One issue in particular is the hiring of adjuncts without faculty involvement who may not be delivering the quality of instruction expected by the department faculty. The Director should work with department chairs and deans in identifying the needs. If the Center Director is making hiring decision without including the faculty chair, then that should be discussed with the area Dean.

Dr. Chamberlain further explained the rationale for hiring at Delano and not at BC is because a need is not being met in Delano. Administration attempts to balance between the two locations given the budgetary constraints. There isn't money at this time to add sections despite the additions of faculty.

Biology representatives expressed concern about faculty who are hired without the ability to teach specific courses which leads to existing faculty taking time beyond their load to train the instructor appropriately. There is a huge effort to maintain certain standards of teaching in Delano but the distance and isolation of the faculty who only teach in Delano makes it difficult to maintain high pedagogy

ADDITIONS TO THE AGENDA *(must be added with a 2/3 vote of members present)*

It was decided to add New Business Item B, Plenary Report

COMMITTEE APPOINTMENTS

A motion was made to approve the committee appointments as presented. M/S/C: Rosellini/Gerhold

UNFINISHED BUSINESS

Class Size Determination (task force)

This item was tabled.

Grading Policy (task force)

On November 23, Christian Zoller met with Nan Gomez-Heitzeberg who indicated that the college cannot ignore a legal opinion. The deadline for catalog submissions is in March so it appears the decision was made prior to any Senate input. Zoller informed Nan Gomez-Heitzeberg that grading policy is a 10+1 issue and she stated that she was not aware of that. Nancy reported that she will coordinate the language on the website and in the college catalog and student handbook once the Senate decides what the language should say. It seems that this decision did not follow the decision making process outlined in the document. The ball is in the court of the Senate since the language is gone. Catalog changes seem to be happening without any Senate input. Perhaps the Senate needs to insert themselves in the catalog process – maybe a committee where all changes have to be reviewed. Corny did meet with Nan and expressed the Senate's concern about procedures and lack thereof. She is willing to address the Senate about these concerns.

A motion was made to direct the Executive Board, with whatever help from senators as necessary, to draft a resolution stating that catalog language related to 10+1 issues and within Senate purview cannot be changed without Senate approval prior to the change and other identified changes that have been made without Senate approval must be rescinding until that approval is granted. M/S/C: Gerhold/Vickrey. Other issues identified were grading policy related to academic dishonesty, descriptions to the general education requirements and emeriti list removed from the catalog.

It was then decided that this should be address by the full Senate as an annual agenda item.

General Education (SB 1440)

There will be three webinars available. Janet Fulks will send out information to faculty who want to participate. ASCCC is looking at language of SB 1440 and how to best comply with the legislation with a lower unit degree. There was discussion at plenary regarding the issue of an 18-unit degree but it was not supported.

Waitlist Issues

It was reported that Michael McNellis will continue to serve as the faculty co-chair for the committee and provide reports to the Senate until a replacement is found.

Academic Dishonesty Form

It should be clear that instructors are not obligated to use the form. Faculty should use professional judgment in situations where academic dishonesty is discovered. Joyce Coleman was not available to attend this meeting but is scheduled to address the Senate on February 2. A motion was made to delete the boxes from the student explanation section of the form. M/S/C: Meier/Marquez

Faculty Hiring at Delano (Resolution)

The Biology department faculty asked that the resolution be moved forward. A motion was made to approve the resolution as presented. M/S: Gerhold/Rosellini

It was asked that a zip code analysis be done before a decision is made. It was then suggested that zip codes aren't related to the resolution which is more about faculty being designated to one location or another. The points of the resolution seems to be specific to the Biology department so perhaps another whereas should be added that would allow for flexibility within each department. The Philosophy department has a different perspective in that they would like one faculty member to teach a sequence of course sand someone that can be familiar with the student needs in that service area. Each department has a different approach.

A friendly amendment was made by Zoller to change the fifth whereas to read more positively. The amendment was accepted. There was a question about the last paragraph and whether the responsibility is "solely" that of faculty. It was suggested to consider input from those teaching in Delano. A second amendment was made by Korcok to change "a discipline" to read "some disciplines. Brantley made a third amendment to remove the word "solely" in the resolution statement.

The motion carried with one objection.

NEW BUSINESS

CCA Contract Feedback: Evaluations, Academic Calendar and RIF Procedures

Academic Calendar: An ending date for summer school needs to be identified. As is consistent with the 2010-11 academic calendar, a motion was made to indicate on the 2011-12 academic calendar that summer school will end on July 28 and to indicate on the 2012-13 academic calendar to end summer school on July 27. M/S/C: Gerhold/Guidry

Discussion at DCC last year illustrated the weakness in the contract language. Senates are not allowed to negotiate the academic calendar and without CCA having the authority to negotiate, the power has gone away into a black hole. It is clear that district administration would like to have consistency among all three colleges. It was noted that the Senate decided to go that making the Friday before classes mandatory could be enforced without faculty authority either with the Senate or CCA. . This is a right of the Senate, but the contract language makes that authority ambiguous. Both CCA and the Senate have purview and right over the calendar. The Board of Trustees is not required to accept the Senate's recommendation and if it was rejected then CCA could enforce the calendar through negotiations. It seems that CCA would like to support the Senate's position and CCA would like Senate support to remove the existing contact language. Senate and CCA cooperation is important

A motion was made to vote on this item as an emergency item. M/S/C: Gerhold/Rosellini.

A motion was made to support the removal of the section in the contract that gives authority to the Senate for the academic calendar. M/S: P.Kelly/Gerhold

A concern was expressed with how the MOU between CCA and the Senate would read.

**** A motion was made to extend the meeting time by 10 minutes in order to continue discussion. M/S/C Rosellini/Whitney**

A friendly amendment was made to the motion by Whitney that the MOU be specifically state that CCA will support the Senate's position. The motion was accepted. A second friendly amendment was made by Korcok to have a separate vote to approve the MOU, electronically if necessary. This motion was not accepted

Anderson called the question. The motion carried.

Evaluations: This language needs to be reviewed by the accreditation committee and the full Senate but was tabled due to a lack of time.

Reduction in Force: Due to a lack of time, the Senate was not able to take action on this item. Feedback should be forwarded to Andrea Garrison.

GOOD AND WELFARE AND CONCERNS

ADJOURNMENT at 5:21

ACADEMIC SENATE
February 2, 2011, 3:30 P.M.
COLLINS CONFERENCE CENTER

UNAPPROVED MINUTES

PRESENT: Corny Rodriguez (EB); John Gerhold (EB); Natalie Bursztyn (EB); Kate Pluta (EB); Bill Moseley (EB); Janet Fulks (EB); Phil Whitney; Christian Zoller; Diana Jackson; Kathy Rosellini; Klint Rigby; Nancy Guidry; Jeannie Parent; Kimberly Hurd; Maria Perrone; Matthew Morgan; Rick Brantley; Debbie Kennedy; Marsha Eggman; Terry Meier; Michael Korcok; Adel Shafik; Bill Kelly; Gayla Anderson; Rick Brantley; Reggie Bolton; Wesley Sims; Anna Poetker

ABSENT: Rachel Vickrey; (EB); Michael McNellis (EB); Diana Kelly (EB); Luis Guajardo; Jack Pierce; Sue Granger-Dickson; Kathy Freeman; Jason Stratton; Pat Coyle; Richard Marquez;

GUESTS: Joe Saldivar; Becky Mooney; Joyce Coleman

CALL TO ORDER

The meeting was called to order at 3:37

REVIEW OF THE MINUTES

A motion was made to approve the minutes. M/S/C: B.Kelly/Guidry

REPORTS

President's Report (Rodriguez)

Corny welcomed back faculty from the winter break and introduced Matthew Morgan as the new EODAC co-chair.

- Matthew and Corny will conduct faculty screening committee training in early March.
- There has been a recent issue with faculty confiscating cell phones from students during class where in one case a student's phone was stolen. The Senate needs to discuss how best to preserve the faculty purview of classroom conduct while also keeping in mind the liability of the college in such instances.
- The Language Arts building elevator will be completed in approximately 4-5 weeks.
- In response to questions about requiring letters of recommendations for faculty hiring, there will be a flex workshop later this spring.
- The Senate Constitution and Bylaws are silent on how to fill officer vacancies. With that in mind, Corny plans to appoint a replacement Vice President unless there are objections. There were no objections raised.

Co-Chair Reports

Accreditation: Kate Pluta provided a four page document that highlights the accreditation standards and explains the focus of each standard. Part of the Self Evaluation Committee's (SEC) role is to identify issues and forward those to the Accreditation Steering Committee (ASC) for resolution. The first issue has come forward from IEC, requesting that ASC define "program" and to outline a process that better aligns program review and unit plans while also integrating the budget development process so that planning will drive the college's budget decisions. Becky Mooney, SEC co-chair asked Senators to encourage faculty to volunteer for the faculty co-chair positions of each standard. Study guides will be made available to each of the 11 standard committees in the form of a template that will be used to guide the committees' work and to provide information to the visiting team. More Information on the accreditation and self evaluation process can be found online

www.bakersfieldcollege.edu/collegecouncil/accreditation.

Curriculum: Janet Fulks reported that 150 pieces of curriculum have gone to the Board of Trustees for approval. Approximately 300 courses have now been entered into Curricunet from BC alone. Most of these courses were

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updated due to compliance issues and program reviews. There will be training available on February 8 at 2:30 p.m. and again on Friday, March 11 at 8:30 a.m. in the Language Arts building. Janet expressed how impressed she is with the faculty work so far and how glad she is to be a part of the process.

EODAC: Matthew Morgan reminded the Senate about the upcoming screening committee training.

ISIT: Bill Moseley reported that he met with Nan Gomez-Heitzeberg about issues beta testers and the Senate have with the implementation of Luminis and Moodle. Bill expressed concern will how these issues impact instruction and the importance of offering as many options as possible to faculty. Nan will be meeting with other Vice Presidents in the district about developing a districtwide policy on how those issues will be handled. Bill also explained that using Moodle could mean that faculty could ask students to connect through Moodle to an outside platform. This is not necessarily in the spirit of helping students; however, there is no policy that prevents faculty from this practice. Moodle does not allow a transfer of information, but faculty could require students to provide additional information when using an outside platform which could be a FEERPA issue. Although this is a concern, Bill cautioned faculty from developing a policy that would be too specific and noted that the technical implementation of Luminis might force changes to this practice.

Correspondence

Natalie Bursztyrn reported that she sent, on behalf of the Senate, cards to Diana Kelly, Vicki Turney, Bonnie Suderman and Mike Gutierrez. Natalie asked Senators to send her information. It was noted that Daymon Johnson should be sent a card on behalf of the Senate.

**** A motion was made to suspend the agenda in order to hear from those wishing to address the Senate.
M/S/C: Rosellini/Fulks**

OPPORTUNITY TO ADDRESS THE SENATE

Academic Dishonesty Form: Joyce Coleman distributed three documents: the student conduct policy, the Incident Report form and the new Academic Dishonesty Form. Joyce explained that the new form was an attempt to make reporting academic dishonesty more useful for everyone. The form is an option for faculty if they choose to use it. Reporting academic dishonesty is also an option on the existing Incident Report Form. Joyce clarified that the "Student Explanation" section on the new form is an area for faculty to fill out. The form will be used to track academic dishonesty for multiple cheating offenses in multiple courses.

Registration Priority Change Proposal: Joe Saldivar explained that each semester during finals week he sees empty seats in his classes and at the same time receives dozens of emails from students who are unable to get into a class or waitlist for the following semester. The proposal addresses this issue by establishing unit restrictions for early registration. The restriction should provide an incentive for students to prioritize their initial registration while also allowing the student to add more units after lower priority students have had a chance to enroll. Presidential Scholars would automatically qualify for early registration priority given that they have demonstrated success in high school and the likelihood of those students being successful at BC is high.

There were several questions raised by the Senate regarding how this change would affect specific groups of students and the technical reality of implementing the change. It was noted that the restrictions would apply to the most recently attended semester at Bakersfield College. It also was clarified that students will have the opportunity to register for more than 14 units but only after open registration. The limit is set at 14 units because most classes are 3 units and this would allow the student 4 classes with the possibility of more, but again, only after open registration. It was suggested that the 48-hour window prior to open registration would be expanded to allow for the amount of BanWeb "downtime" students experience during the first days of registration. There was also a specific concern raised with the level of Banner programming changes and that it might not be realistic to make this change before summer/fall registration.

Treasurer

There was no report from the Treasurer.

CCA Report

Kathy Rosellini reported that according to CCA President, Mary O'Neal, the state may start looking at realigning reserve funds. KCCCD is responding to the matter by moving \$12 million of the district reserve into a different account. This amount would still be considered liquid and available for the district to use.

Kathy asked on behalf of Andrea Garrison for Senate input on several issues being addressed at the negotiations table.

- SLOs and assessment in full-time faculty evaluations: It was noted that SLOs are an accreditation requirement and should stay in the reflective portion of the evaluation.
- Part-time faculty evaluations: Senators expressed particular frustration with the frequency and process for adjunct faculty. Currently adjunct faculty are evaluated every semester by one evaluator. There was strong opposition to requiring a committee to conduct an adjunct evaluation especially if evaluations will be required every semester. It was suggested to refer to Title 5 which delineates the process between full-time and part-time faculty. It was also recommended that Senators share this information and ask their department chairs to send input to Andrea Garrison.
- Evaluations for faculty who teach online: students will be asked, but not required, to complete an evaluation for the instructor prior to entering the class platform.
- Reductions in Force: CCA would like to develop transfer policy that would allow faculty who are transferred to another college during a RIF to automatically transfer back to their home campus as soon as an assignment is available for which they are qualified. The Senate asked that this policy would include transfers to sites within the college.
- KCCCD Proposal related to Faculty Service Areas: this proposal would change the current use of FSAs during a RIF. Faculty would not be allowed to bump into a FSA for which they are qualified unless they had taught recently in that discipline. This would mean more senior faculty could be let go before those with less seniority. Recency would have to be defined and CCA would like Senate input on that definition. *A motion was made to add this topic to the agenda as New Business Item F and that the Senate position is to not support this change until discussion has occurred. M/S/C: Gerhold/Bursztyn*

SGA (Student Government Association)

Sean Hill reported that the Renegade Pantry is still active and recently was able to serve 72 students and 100 children. Donations are always welcome and can be delivered to the Student Activities office anytime. SGA is currently working with the Foundation to set up an account that will allow for electronic donations. SGA will be distributing condoms on campus for Valentine's Day as part of an STD awareness campaign. Student elections are coming soon.

Budget Committee (status update)

The committee has met and began developing criteria for budget decisions. Tom Burke provided the committee with training on the state and local budget process. Tom noted that the colleges have already made cuts in the amount proposed for 2011-12 so KCCCD will be in good shape for next year. An email with more details is forthcoming from the faculty representatives on the committee.

Enrollment Management

Michael McNellis has asked for the Senate's position on the registration priority proposal that he can take forward to the Enrollment Management Committee.

ADDITIONS TO THE AGENDA (*must be added with a 2/3 vote of members present*)

It was decided to add as New Business Item F, Faculty FSA and Recency.

COMMITTEE APPOINTMENTS

A motion was made to approve the committee appointments as presented. M/S/C: Bursztyn/B. Kelly

UNFINISHED BUSINESS

Class Size Determination (task force)

This item was tabled.

Grading Policy (task force)

There was no update on this topic.

General Education (SB 1440)

There will be a workshop related to the implementation of SB1440, Friday, February 4 from 10:00 a.m. – 3:00 p.m. and lunch will be provided. Approximately 150 people will be attending from multiple area colleges. The morning will consist of general discussion and student speakers. After lunch, discipline groups will meet to discuss how the transfer model curriculum will be implemented locally. Information about the model degrees can be found at www.c.id.net.

****A motion was made to suspend the agenda in order to move to New Business Item E, Curriculum Committee Restructure. M/S/C: Gerhold/Bursztyn**

Curriculum Committee Restructure

Janet Fulks presented a proposal for change to the structure of the General Education and Curriculum Committees. The proposed changes would allow for more cohesion and coordination of the curriculum approval process. General Education is the core of all we do and because of this, it needs to be more closely tied to the overall curriculum approval process. An efficient and effective approval process is critical as we continue to implement Curricunet. Senators should share this proposal with their departments and be prepared to vote at the February 16 Senate meeting.

****A motion was made to suspend the agenda in order move to New Business Item A, Registration Priority Proposal. M/S/C: Bursztyn/Gerhold**

Registration Priority Proposal

The 14-unit restriction may limit a student's access to a particular load for the first semester if additional courses are not available during open registration. It may also be in the student's best interest not to have more than 14 units if those units are comprised of a particularly heavy load. It would be useful to know how many seats this change would open up. It was suggested that the limitation be either 14 units or 3 courses if those courses go beyond 14 units.

It was also suggested that the Senate look for links to this and other issues related to catalog changes and the grading policy before making a decision. A motion was made to table the discussion until more information was available. M/S/C: Gerhold/Bursztyn.

****A motion was made to suspend the agenda in order to discussion the Governance Workshop. M/S/C: Gerhold/Whitney.**

Governance Workshop

At the request of all three Academic Senates and the Chancellor, representatives from the Community College League of California (CCLC) and the state Academic Senate (ASCCC) will provide a workshop on February 11 from 9:00a.m. – 12:00 p.m. in the district office Board of Trustees conference room. Video conference will be available to all sites and also streamed online. The purpose of this meeting is to address the Senate's concerns that were raised last spring and to establish a common basis of understanding of participatory governance. Faculty participation is important and appreciated.

Academic Dishonesty Form

The Senate's initial concern was that faculty would be forced to report incidents of cheating. It was noted that the wording already has been changed in the student handbook and that the issue is also tied to the grading policy. There was a question about why a separate form was developed when this issue is already addressed on the Incident Report Form. It seems the new form is more simple in that it addresses only the issue of academic dishonesty.

NEW BUSINESS

Board Policy: 4B8, Independent Instruction

This item was tabled.

Board Policy: 4C4C, Grade Changes

This item was tabled.

Faculty FSA Recency

Due to a lack of time, it was suggested that Senators discuss this issue with their departments and forward input to Andrea Garrison before Wednesday, February 9. Discussion continued with support for both seniority and recency. It seems that there is support for recency in the CTE areas, but that in other areas certain teaching components in specific courses do relate to other disciplines and should be considered over recency. It was suggested that CCA survey the entire faculty and that negotiations should not proceed on this topic until further Senate discussion.

GOOD AND WELFARE AND CONCERNS

ADJOURNMENT at 5:13

ACADEMIC SENATE
February 16, 2011, 3:30 P.M.
COLLINS CONFERENCE CENTER

UNAPPROVED MINUTES

PRESENT: Corny Rodriguez (EB); John Gerhold (EB); Natalie Bursztyn (EB); Bill Moseley (EB); Phil Whitney; Christian Zoller; Diana Jackson; Kathy Rosellini; Klint Rigby; Nancy Guidry; Kimberly Hurd; Maria Perrone; Matthew Morgan; Rick Brantley; Debbie Kennedy; Marsha Eggman; Jason Stratton;; Michael Korcok; Gayla Anderson; Reggie Bolton; Wesley Sims; Adel Shafik;

ABSENT: Kate Pluta (EB); Rachel Vickrey; (EB); Janet Fulks (EB); Diana Kelly (EB); Luis Guajardo; Sue Granger-Dickson; Kathy Freeman; Bill Kelly; Jeannie Parent; Terry Meier; Richard Marquez

GUESTS: Jack Hernandez, Joe Saldivar, Nick Strobel

CALL TO ORDER

The meeting was called to order at 3:38

REVIEW OF THE MINUTES

A motion was made to approve the minutes. M/S/C: Gerhold/Korcok

REPORTS

President's Report (Rodriguez)

- Corny announced two appointments to the Executive Board: Leah Carter as the member at large and Michael Korcok as Vice President.
- The Participatory Governance workshop was a great success. Corny plans to meet with Sandra Serrano to continue discussing effective participatory governance between the Senate and administration.
- Michael McNellis will attend an upcoming Senate meeting to briefly review the Decision Making document.
- In response to concerns related to the bookstore, Sean James and Tom Burke are willing to address the Senate.
- ASCCC is awarding scholarships for part time faculty who would like to attend the Spring Plenary.

Co-Chair Reports

ISIT: Nan Gomez-Heitzeberg is working with PC and CC Vice Presidents to address faculty concerns related to Luminis and Moodle implementation.

Correspondence

There was no correspondence to report.

Treasurer

There was no Treasurer's report.

CCA Report

CCA elections will be held soon. There will be several openings including President. Senators were asked to encourage faculty in their areas to step up for a leadership role.

SGA (Student Government Association)

SGA, Vice President, Brian Rathfelder, announced the next SGA meeting will be March 4 at 8:15 a.m.

Budget Committee (status update)

This group continues to work on developing criteria for budget decisions.

OPPORTUNITY TO ADDRESS THE SENATE

Jack Hernandez: Faculty Summer Grant Program

Jack distributed a flyer that explains the application process. Although Bakersfield College is primarily a teaching college, it is important also for faculty to get reenergized in their disciplines. This grant program allows faculty to investigate new areas that are related to the discipline that can translate into more enthusiasm in the classroom. Senators were asked to remind faculty in their areas about the summer grant program. The grants are available to all disciplines, not just those in the Humanities. The committee will look for some sort of product as a result of the work, in the form of a painting, campus presentation, conference attendance or other travel for example. The deadline for submitting an application is April 1, 2011

ADDITIONS TO THE AGENDA *(must be added with a 2/3 vote of members present)*

There were no additions to the agenda.

COMMITTEE APPOINTMENTS

A motion was made to approve the committee appointments as presented. M/S/C: Bursztyn/Stratton

UNFINISHED BUSINESS

Class Size Determination (task force)

No update

Grading Policy (task force)

No update

General Education (SB 1440)

Senators were reminded about statewide DIG (discipline input group) meetings on February 25 in San Jose and again on March 11 in Irvine. ASCCC is paying for a one-night hotel stay for those traveling more than 100 miles.

Academic Dishonesty Form

The version reviewed by the Senate excludes the student comment section as was requested at a previous Senate meeting. There was a motion to approve the form as presented. M/S/C: Gerhold/Bursztyn. There is no requirement to use the form, but it will be used to track multiple incidents.

Registration Priority Proposal

At the last meeting, there was a request to know about the potential impact to open seats. Joe Saldivar spoke with Lisa Fitzgerald and Ann Morgan. They were not able to produce concrete data but indicated that 900 additional seats may have been available if the proposal had been in affect for spring. A motion was made to approve the proposal with the suggested changes. M/S/C: Gerhold/Bursztyn. The implementation date will depend on the capacity of the Information Technology department.

Curriculum Committee Restructure

Voting on this proposal will be postponed until March 2 to allow for more thorough discussion. It was reported that the Curriculum Committee supports delaying the vote at this time.

Nick Strobel made comments on behalf of the General Education (GE) Committee and distributed a document with comments. It seems that the major assumption is that this change would speed up approval process for GE courses, however the GE Committee does not see how this restructure will do that. The same process must be used to approve the requests whether by the existing GE Committee or by another subcommittee of Curriculum. The GE Committee believes it is working in line with the CSU and IGETC approval criteria. Although a course may have been previously approved, CSU and UC requirements have changed which may mean some courses will not be approved for Bakersfield College GE during a future review. In response to the issue of a lack of broad representation: GE does have representatives from different areas and makes an effort to maintain representation from all of the GE categories. Moving this process to the Curriculum Committee would not broaden the representation if a subcommittee of Curriculum will ultimately do the work.

A motion was made to table the voting on this agenda item to allow for further discussion. M/S/C: Stratton/Gerhold. It was suggested that Nick attend the next Senate meeting to participate in the discussion at that time. It was also suggested that the GE and Curriculum Committees prepare a bulleted list of the primary issues and concerns for the Senate to review.

NEW BUSINESS

Board Policy: 4B8, Independent Instruction

Senators were asked to share this language revision with faculty in their area. This policy would be used for existing curriculum but for study done outside of the classroom. The Curriculum Committee has reviewed the policy and will discuss at their March 10 meeting. Examples were given on how independent study is used: Biology does offer Biology 21, which is used for students wanting to gain lab experience, the student functions as a teaching assistant and completes a project during the term; Geology 21 is a field course that includes a 10-day field trip, research, report and presentation. CCA is concerned with faculty working without compensation. Senators should be prepared to vote on this item at the March 2 meeting.

Board Policy: 4C4C, Grade Changes

Current law and board policy stipulate that the college administrator can change a grade for specific reasons which seems to adequately safeguard the student and does not need to be changed. Timelines were discussed and an example was given that went beyond 10 days that was a faculty error, not a student error. It was suggested that FCDC also review the language.

GOOD AND WELFARE AND CONCERNS

Natalie Bursztyn commented that the Levan summer grant program helped to fund the writing of her book: Geology of Kern County. She invited Senators to attend her book party on March 1.

ADJOURNMENT at 4:50

ACADEMIC SENATE
March 2, 2011, 3:30 P.M.
COLLINS CONFERENCE CENTER

UNAPPROVED MINUTES

PRESENT: Corny Rodriguez (EB); John Gerhold (EB); Natalie Bursztyn (EB); Bill Moseley (EB); Kate Pluta (EB); Rachel Vickrey; (EB); Janet Fulks (EB); Matthew Morgan (EB); Michael Korcok (EB); Leah Carter (EB); Phil Whitney; Christian Zoller; Kathy Rosellini; Klint Rigby; Nancy Guidry; Kimberly Hurd; Maria Perrone; Rick Brantley; Gayla Anderson; Reggie Bolton; Wesley Sims; Adel Shafik; Bill Kelly; Jeannie Parent; Terry Meier; Shane Jett

ABSENT: Diana Kelly (EB); Luis Guajardo; Sue Granger-Dickson; Kathy Freeman; Richard Marquez; Diana Jackson; Debbie Kennedy; Marsha Eggman; Jason Stratton;

GUESTS: Nick Strobel, Andrea Garrison

CALL TO ORDER

The meeting was called to order at 3:37

REVIEW OF THE MINUTES

A motion was made to approve the minutes with changes made to the Curriculum Restructure section.

M/S/C: Rosellini/Whitney

**** A motion was made to suspend the agenda in order to hear from those wishing to address the Senate.**

M/S/C: Rosellini/Bursztyn

OPPORTUNITY TO ADDRESS THE SENATE

Andrea Garrison: CCA Negotiations

On behalf of Andrea, Corny distributed five files electronically prior to the Senate meeting. The memo included in those files explains the changes being proposed.

One shows the proposed changes to Article 6 on Evaluation & Tenure of Full Time Faculty; another shows the proposed changes to Article 7 on Evaluation of Part Time Faculty; the last two documents are new peer observation and student evaluation forms designed by the Nursing and Rad Tech faculty to allow more accurate evaluation of the part time faculty who oversee their clinical labs. The documents showing changes to Articles 6 & 7 do not include these articles in their entirety, but show enough of the articles to give a context for the changes. CCA and the district negotiations team are very close to finalizing the changes to faculty evaluations, and Andrea is asking for the Senate's final comments on the proposed language.

The changes to Article 6 are in sections C and G. Most of the changes are simply moving wording from one part of a paragraph to another. Substantive proposed changes include the following:

- *Article 6.C.2.b. -- the Instructional Materials Review (form D/FT) has been combined with the Classroom Observation (form B/FT).*
- *Article 6.C.2.d. -- Mode B faculty will no longer need to be observed in every assignment during a comprehensive evaluation. Each committee member will observe one assignment. The evaluatee, chair and educational administrator will each pick one assignment for observation. Student evaluations will continue to be completed in all sections. Whether or not this represents a decrease in observations will depend upon the actual assignments of an individual faculty member.*
- *Article 6.G. – a statement has been added to bring us into compliance with state licensing boards (such as the Board of Registered Nursing) that require evaluations more frequently than every three years.*

The changes to Article 7 are in section C. Some of the changes are simply clarification or moving wording from one part of a paragraph to another, but there are substantive proposed changes in this article. Substantive proposed changes include the following:

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- *Article 7.C.2. – part time faculty will no longer be evaluated once during each of the first three years. Instead, they will be evaluated in their first semester and again in the second or third semester. Observations will occur in every assignment. If the evaluations are “satisfactory,” the part time faculty member will move into a cycle of once every three years, and the observations will be in only one section (rather than every assignment), mutually agreed upon by the chair and the part time faculty member. A “needs improvement” rating will result in another evaluation the following semester.*
- *Article 7.C.2. -- if an evaluator observes a part time faculty member and determines the rating to be “unsatisfactory,” the part time faculty member will be observed by the educational administrator and another tenured faculty member of the evaluatee’s choosing. This committee will then determine retention (or lack thereof) within the hiring pool. The chair will no longer need to re-evaluate, and there will no longer be an appeal to the college president.*
- *Article 7.C.2. -- a statement has been added to bring us into compliance with state licensing boards (such as the Board of Registered Nursing) that require evaluations more frequently than every three years.*
- *Article 7.C.3. -- the Instructional Materials Review (form D/ADJ) has been combined with the Classroom Observation (form B/ADJ).*
- *Article 7.C.5.a. – The chair is given the option of adding a tenured faculty member to the evaluation committee in the event that a part time faculty member has multiple assignments.*

Andrea explained that these changes would go into effect on July 1, 2011. Department Chairs also serving as Senators expressed thanks to Andrea for representing the input of Senators and Department Chairs so well. There was a question about the timeline for conducting the adjunct evaluations. Andrea clarified that there is a suggested timeline but not a requirement. She also pointed out that if the evaluation data is not entered by a specific time, the ODS system will not recognize that the evaluation has been completed and the Department Chair will get an evaluation notice the next semester. This is an issue that Human Resources will need to work out.

REPORTS

President’s Report (Rodriguez)

- At District Consultation Council, Corny asked that the 2011-12 and 2012-13 Academic Calendars be corrected to reflect the summer ending dates that were approved by the Senate.
- Chancellor Serrano commended the Senate for initiating the proposal and discussion of priority registration changes. Although she does not agree with everything in the proposal, she does feel this is a good place to start. Corny will share the proposal with Cerro Coso and Porterville Senate Presidents. The three colleges will not be required to have the same registration priorities.
- Rick Brantley and Corny continue to work on the catalog language related to Emeriti and a recommendation will come forward to the Senate.
- Corny commended Becky Mooney for her work as the Self Evaluation Committee chair. Faculty are encouraged to participate. Three more faculty co-chairs are needed, but the work will move forward with or without faculty input.

Co-Chair Reports

Accreditation: Senators were provided copies of the second quarterly report from ASC and the recommended ASC Philosophy Statement. Also included was a list of faculty representatives on each of the 11 standard committees. Faculty co-chairs are still need for Financial Resources, Instructional Programs and Physical Resources. Training for co-chairs will be announced soon. Faculty and administrative co-chairs are encouraged to attend the same training session.

Curriculum: The committee is in the process of redefining the multi-cultural graduation courses and finding more courses to meet that requirement. The committee also reviewed the proposed revision to the Independent Study board policy. It is suggested that the new Title 5 language be used without the reference to faculty hours.

Correspondence

Bonnie Suderman was sent a cancer cells voodoo doll with pins to kill cancer cells. Bonnie sends her thanks for the regards and the doll.

Treasurer

Rachel Vickrey distributed a form that faculty can use to make donations to student scholarships. Rachel will report next month on the amounts and number of scholarships that will be given on behalf of the Senate.

CCA Report

Kathy Rosellini reminded faculty that CCA is not anticipating any March 15 notices. She also noted that if faculty need representation during a reduction in force, they need to be a CCA member. CCA lawyers can represent faculty during a RIF if the process is conducted inappropriately or with errors.

SGA (Student Government Association)

Sean Hill distributed a flyer for the comedic play, Flea in Her Ear. Sean is performing in the play and encouraged Senators to attend. SGA officer elections will be held online March 8 and 9. Included on the ballot will be a write in for Professor of the Year. Senators were asked to encourage students to participate. It was suggested that SGA ask to have a banner across the BC website to promote the election as well. Sean distributed a form that allows faculty to make donations to the Renegade Pantry directly from their paychecks. This option is being offered through the Foundation office. Sean also shared information about Hands Across California—an effort through the Foundation for Community Colleges to help bring awareness to the value of community colleges and to raise money for student scholarships. The event will be held across the state on April 17. SGA will sponsor a blood drive on March 31, from 9:00 a.m. – 3:00 p.m. Faculty and students are encouraged to participate.

Budget Committee (status update)

This group continues to work on developing criteria for budget decisions and recommendations at all levels. The committee has also discussed the budget process for this year, but any process changes developed will most likely be seen in next year's budget development. Chairs and Deans should be talking about requests and justifications for why decisions are made. The legislature is expected to decide next week on whether the tax extension will go on the ballot. Friday, March 4 is an action day to call on legislators to put the measure on the ballot. This activity does not infringe on any political action boundaries so everyone is encouraged to advocate.

ADDITIONS TO THE AGENDA (*must be added with a 2/3 vote of members present*)

There were no additions to the agenda.

COMMITTEE APPOINTMENTS

A motion was made to approve the committee appointments as presented. M/S/C: Gerhold/B.Kelly

UNFINISHED BUSINESS

Class Size Determination (task force)

This item was tabled.

Grading Policy (task force)

Corny asked the Senate for clear direction on how to proceed. There was a motion directing the Executive Vice President, Nan Gomez-Heitzeberg to return the language as it was written in the 2009-10 catalog. M/S/C: Gerhold/Zoller. The Senate must be consulted prior to these types of changes.

Curriculum Committee Restructure

Given that the change being proposed is a significant shift from the current structure, broad review and input is needed. The Senate is being asked to approve or disapprove the restructure proposal. The Curriculum Committee feels this change would expedite the approval process for general education courses. The General Education Committee feels that Curriculum is not ready to assume this responsibility given their current workload of implementing Curricunet and that any change to the current structure should be postponed.

Senators questioned whether the issue is the need to have a separate committee or if the issue is related to a difference in opinion about the criteria used to evaluate courses for general education. Corny asked the Senate to consider the options and solutions for improving communication and the process related to approving general

education courses. Student representative, Sean Hill, asked Senators to consider what is most useful for students to transfer.

A motion was made to approve the proposal as presented. M/S: Gerhold/Rosellini. A friendly amendment was made by Vickrey, and accepted, directing the Executive Board to create a timeline for transition if the motion should pass. A second friendly amendment was made by Korcok, and accepted, to approve only the proposed solution presented in the change proposal that reads, "Reconstruct the current GE committee members as a permanent part of the Curriculum Committee, without a separate approval process and continue integrated training and review for local GE, CSU breadth and IGETC (and other graduation requirements)." A third friendly amendment was made by Whitney, and accepted, for the Senate to review the timeline after it is developed. Korcok called the question. The motion carried with four objections.

Board Policy: 4B8, Independent Instruction

This item was deferred to the next meeting due to a lack of time.

Board Policy: 4C4C, Grade Changes

This item was deferred to the next meeting due to a lack of time.

NEW BUSINESS

ASC Philosophy Statement

This item was deferred to the next meeting due to a lack of time.

GOOD AND WELFARE AND CONCERNS

ADJOURNMENT at 5:08

ACADEMIC SENATE
March 16, 2011, 3:30 P.M.
COLLINS CONFERENCE CENTER

UNAPPROVED MINUTES

PRESENT: Corny Rodriguez (EB); John Gerhold (EB); Natalie Bursztyn (EB); Bill Moseley (EB); Kate Pluta (EB); Rachel Vickrey; (EB); Janet Fulks (EB); Matthew Morgan (EB); Michael Korcok (EB); Leah Carter (EB); Phil Whitney; Christian Zoller; Kathy Rosellini; Nancy Guidry; Kimberly Hurd; Maria Perrone; Gayla Anderson; Reggie Bolton; Wesley Sims; Bill Kelly; Jeannie Parent; Terry Meier; Shane Jett; Anna Poetker; Diana Jackson; Debbie Kennedy; Marsha Eggman;

ABSENT: Diana Kelly (EB); Luis Guajardo; Adel Shafik; Klint Rigby; Sue Granger-Dickson; Kathy Freeman; Richard Marquez; Jason Stratton; Rick Brantley;

GUESTS: Michael McNellis

CALL TO ORDER

The meeting was called to order at 3:36

REVIEW OF THE MINUTES

A motion was made to approve the minutes as presented. M/S/C: Rosellini/B.Kelly

REPORTS

President's Report (Rodriguez)

- Bill Moseley, Janet Fulks, Kate Pluta, Michael McNellis, and Corny met to talk about budget impacts at all levels. Different groups are discussing similar things but want faculty to operate from a common base of understanding. Corny also wanted each of the committee chairs to hear from one another about what to consider in their respective committees. The first meeting was productive and Corny proposed forming an ad hoc committee of these members along with a faculty member from Student Services, perhaps Sue Granger-Dickson and an administrative member. This should be added as an agenda item.
- Corny reminded the Senate that nominations are open for Senate officers and department representatives. Currently there are still no nominations for Secretary, Treasurer and various department representatives. The deadline for submitting nominations is Thursday, March 17.

Co-Chair Reports

Accreditation: Jennifer Johnson has agreed to serve as the faculty co-chair for the Instructional Program standard. It would be good to have also a faculty co-chair from the general education and transfer areas. Co-chairs are needed for the Physical Resources and Financial Resources standards. Training for administrative and faculty co-chairs will begin on Friday, March 18.

Curriculum: The committee is working on criteria for sustaining and discontinuing courses. Committee representatives will meet with all department chairs to help enter the program curriculum into Curricunet. This entails linking each of the courses required for the degree or certificate.

EODAC: There are two major divisions that affect faculty, one being a general formation of four diversity work groups, each with a specific set of goals. The work groups will be: 1) campus climate and intergroup relations which will focus on developing understanding of diversity and welcoming campus climate); 2) representation (access and success) that will focus on recruiting diverse student and faculty population; 3) education and scholarship which will focus on intercultural/international competencies; and 4) institutional viability and vitality which will focus on diversified leadership and coordinate organizational change to support diversity goals. The other major division will involve diversity training for faculty screening committees, with the intent of streamlining the training process with Human Resources.

Correspondence

There was no correspondence to report.

Treasurer

Rachel Vickrey reported that several more donations had been made for student scholarships. Rachel will meet with the Foundation office soon to confirm how much is available for scholarships and will provide an update for the Senate at that time.

CCA Report

Faculty should have received a negotiations update from Andrea Garrison. CCA expects to negotiate again next year to make small contract language changes in addition to addressing compensation and benefits. Kathy Rosellini distributed a list of reasons to be involved with CCA and encouraged faculty to step forward to take leadership roles.

SGA (Student Government Association)

Sean Hill reported that SGA elections are complete and new officers are: President, Tawntannisha Thompson; Vice President, Gilbert Hernandez; Secretary, Toccara Byrd; Treasurer, Richard Villanueva; Legislative Liaison, Bonnie Wilson; General Counsel, Derrick Kenner; Activities Liaison, Theresa Hall. The election process also identified Don Turney as Professor of the Year. Sean reminded the Senate about the SGA blood drive on March 31 in the Fireside Room. He also asked faculty to join SGA in participating in Hands Across California on Sunday, April 17.

Budget Committee (status update)

The committee continues to work on criteria that will be considered when making budget recommendations and decisions. A written report will be provided to faculty by email.

Enrollment Management

Michael McNellis explained that Bakersfield College is looking to cut up to 1600 FTES for the 11-12 academic year and distributed a document outlining the projected budget scenarios and options for responding developed by the Enrollment Management committee. The portion of the document addressing the enrollment management is excerpted below.

***Enrollment management response:** Enrollment management is taking a comprehensive and thoughtful perspective on how to reduce the overall number of offered sections at BC. The challenge is to do this without compromising the mission of the college, the integrity of individual programs/departments and the offerings of student services. There have been a couple of suggestions made and then reported out to key constituent groups. The hope is that together, with the input from all constituent groups, we can help make the process of reducing sections as considerate, transparent, and painless as possible. There are five main ideas that are being discussed with a view to leveraging student retention, persistence and success with the section reductions to maximize student learning outcomes:*

- 1) *Begin seriously discussing the adoption of prerequisites campus-wide. Suggest that Academic Senate create a task-force for this purpose.*
Senators can expect a proposal related to this to come from Enrollment Management.
- 2) *Explore strategies for stronger and broader application of current catalog attendance language which allows drops by instructors for fewer than two weeks' absences when lack of academic progress warrants it.*
The idea is to strengthen the faculty option for how to manage their classroom not to make this a requirement.
- 3) *Find alternative ways to offering full-semester courses in order to meet student needs. Examples discussed to date include modular, including accelerated, and context learning communities.*
The English and Agriculture departments do this already. Other departments who have implemented this idea should contact Michael McNellis.
- 4) *Have Academic Senate discuss and eventually provide a recommendation for limiting the number of pre-*

*Academic Senate Meeting Minutes
March 16, 2011*

collegiate course levels offered below the collegiate level while yet preserving the ability of the college to meet community needs. In other words, the question to answer is how many course levels below the collegiate level, e.g. four or three, etc., should we continue to offer should we need to cut in that area. This may not reduce the total number of sections offered but could shift which levels are offered.

- 5) *Develop a list of course prioritization criteria at Bakersfield College. Thus far, we have the following suggestions:*
- a) *Connect to the modified California community college mission: transfer/core, career and technical education (CTE), and basic skills.*
 - b) *Serve the maximum number of students possible through the prioritization of class registration.*
 - a. *Adopt Joe Salvador's proposal with regard to 14 unit maximum for first round registration. 15 units can be something for which a student can petition.*
 - c) *Do not apply a one-size-fits-all approach. Each department is asked to do an assessment of course offerings. Examine each section according to various criteria [time (summer, Saturdays, etc), location, FTES weighed with department/degree needs (e.g., welding)] Chairs have been asked to take an honest look at each course and section.*
 - d) *Respond to needs of the community.*
 - e) *Chairs have been asked to look at persistence and retention rates of sections to make hard but intelligent decisions.*
 - f) *Consider developing course and section rotations of particular courses (for example, not offering some courses every semester, when they can be offered once a year.)*
 - g) *Make sure sections are still being taught at various times of the day: morning, afternoon, evening and Saturdays.*

These criteria would be used by department chairs when deciding how to reduce.

OPPORTUNITY TO ADDRESS THE SENATE

Jack Pierce: Discipline Signs for Commencement

Jack distributed a document describing the signs that would be made for each discipline to carry during commencement. Jack explained the benefits of students carrying these signs would be to show the public our degree programs and types of degrees students are attaining, to motivate the student and allow the student to be proud of their discipline, and to provide camaraderie between students and their discipline. Jack asked the Senate to consider donating the funds needed to complete this project. The Commencement Committee would like the Senate response by mid-April. It was suggested that SGA also be contacted about contributing the funds needed.

ADDITIONS TO THE AGENDA (*must be added with a 2/3 vote of members present*)

A motion was made to add New Business Item D, Discipline Signs for Commencement. M/S/C: Gerhold/Bursztyn.
A second motion was made to add the ad hoc committee Budget Impact Links Task Force (BILT) as New Business Item E. M/S/C: Vickrey/Bursztyn

COMMITTEE APPOINTMENTS

A motion was made to approve the committee appointments as presented. M/S/C: Gerhold/Rosellini

UNFINISHED BUSINESS

Board Policy: 4B8, Independent Instruction

A motion was made to approve the recommendations made by the Curriculum Committee. M/S/C: Gerhold/Bursztyn

Board Policy: 4C4C, Grade Changes

A motion was made directing the Executive Board to provide a revision of this language for the Senate to consider. M/S/C: Bursztyn/B. Kelly. Comments and suggestions should be forwarded to John Gerhold.

ASC Philosophy Statement

Kate Pluta presented a revised philosophy statement that includes a change to the first line of the third paragraph. It will now read, "The committee ensures that the entire campus works together to support student growth, success, and development for lifelong learning." A motion was made to approve the ASC Philosophy Statement as revised.

*Academic Senate Meeting Minutes
March 16, 2011*

NEW BUSINESS

Curriculum Committee Timeline

Janet Fulks presented a proposed timeline that includes three issues restructuring will resolve and options for restructuring. The Senate was asked to vote for the restructuring concept they want. Voting will take place at the meeting on March 30. The Curriculum committee will also review the proposal once more before the next Senate meeting.

Issues to be resolved

- 1) *Same schedule of approval cycle for GE, DE, SLOs and Curriculum overall (so far only GE and occasionally DE was off-schedule)*
- 2) *Educate members to consider all aspects of GE (local, CSU IGETC and effects on degrees included TMC's) as well as other curricular issues*
- 3) *Aligning expectations on the role of the curriculum committee – facilitating not denying or condemning – not a pass fail but helping to modify curriculum to its best status*

Three concepts for restructuring

- 1) *Combine GE with Curriculum as one giant committee and have everyone read everything and comment on everything – including GE applicability (Constraint – not everyone is familiar with GE criteria locally and at CSU and UC)*
- 2) *Create an internal GE subcommittee of experts within the Curriculum committee – limiting GE comments and suggestions to a small well-trained group but doing the review as the curriculum goes through – in the same way that SLO operates now.*
- 3) *Create co-chairs – Both faculty – Both with reassign time*
 - a. *One co-chair works with degrees, certificates, job skills and GE as well as doing the first check as curriculum comes through*
 - b. *One co-chair works with training faculty inside the committee and outside in the departments, implementing C-NET, working with district and does the last check on the curriculum before it goes out of the committee*

Timeline

1. *It seems apparent that this transition should take place during this semester so it is ready to go in the Fall*
2. *The transition has already begun in that the committee is entering their opinions in C-NET, when they can get there, and the final conclusion is being gleaned by Nick*
3. *We only have 1-2 more cycles of curriculum approval left until the end of the semester. At this time there are fewer courses, providing a more reasonable time to train and tryout the selected structure.*
4. *The structure should be in-place prior to the end of the term and ready to go with the many courses that will come forward during the summer and the first month of Fall 2011.*

Budget Impact Discussion by Discipline

Corny asked that Senators report on ideas and strategies being discussed or implemented in the various departments to address budget reductions. Each area reported many of the same strategies such as reducing sections both in the summer and regular terms, limiting the use of adjuncts, increasing class size, enforcing prerequisites, limiting overload for full time faculty and eliminating department specific programs. CTE areas are evaluating the number students that can be hired in the community, eliminating specific certificate offerings, limiting enrollment in specific programs, and taking supply donations from community partners. Some departments are condensing courses to 8 weeks as a way to help students progress more quickly. Counselors are holding new student orientations and probationary workshops with groups of 25-40 students. The Library has cut down on the number of periodicals, books and workshops available. Senators expressed concern about the lack of ODS data available and questioned what cuts are being made at the district office in response to the budget reductions.

Plenary Overview

John Gerhold sent the current resolutions by email to faculty. John noted specific resolutions dealing with the implementation of transfer degree, Title 5 changes related to prerequisites, modifications to the disciplines list and repeatability issues that will impact areas such as Physical Education and Music. Any comments and feedback should be sent to John prior to April 14.

Commencement signs

Senators encouraged student representative, Sean Hill, to take the request to the SGA. It was noted that the Senate dues have already been designated for how they should be spent. Any money given to building the commencement signs would be taken away from faculty awards, retiree gifts and student scholarships. It was also suggested that the Commencement Committee contact the Foundation for assistance.

BILT

A motion was made to approve the ad hoc committee, Budget Impact Links Task Force (BILT).
M/S/C: Rosellini/Whitney. It was noted that this group will address criteria pertaining to academic matters.

GOOD AND WELFARE AND CONCERNS

ADJOURNMENT at 5:12

ACADEMIC SENATE
March 30, 2011, 3:30 P.M.
COLLINS CONFERENCE CENTER

UNAPPROVED MINUTES

PRESENT: Corny Rodriguez (EB); John Gerhold (EB); Diana Kelly (EB); Natalie Bursztyn (EB); Kate Pluta (EB); Rachel Vickrey; (EB); Janet Fulks (EB); Matthew Morgan (EB); Michael Korcok (EB); Leah Carter (EB); Phil Whitney; Christian Zoller; Kathy Rosellini; Nancy Guidry; Kimberly Hurd; Maria Perrone; Reggie Bolton; Wesley Sims; Bill Kelly; Terry Meier; Shane Jett; Anna Poetker; Debbie Kennedy; Marsha Eggman; Klint Rigby; Sue Granger-Dickson; Rick Brantley; Melinda Fogle-Oliver

ABSENT: Bill Moseley (EB); Luis Guajardo; Adel Shafik; Kathy Freeman; Richard Marquez; Jason Stratton; Gayla Anderson; Jeannie Parent; Diana Jackson;

GUESTS: Nick Strobel

CALL TO ORDER

The meeting was called to order at 3:36

REVIEW OF THE MINUTES

A motion was made to approve the minutes as presented. M/S/C: Gerhold/Rosellini

REPORTS

President's Report (Rodriguez)

The Academic Senate Presidents met and talked with the chancellor about the idea of a districtwide Academic Senate and districtwide equivalency. The districtwide Academic Senate would not replace each college's Senate. Los Rios Community College has a districtwide Senate where the districtwide Senate President must have previously served as a campus president, has district release time and deals with district administration on districtwide issues. Equivalency needs to be consistent across the district. Corny will continue discussing this with the other Senate presidents. The Senate needs to address priority registration for those students with 90+ units, separating those in areas such as nursing and fire technology. The KCCD strategic plan is now posted in public folders. Corny asked for Senate feedback before the next DCC meeting on April 26.

Co-Chair Reports

Accreditation: Faculty co-chairs have been identified for all of the standard committees. Training is also completed for the co-chairs, who will begin scheduling meetings. Kate distributed a document that was developed by ASC addressing the issue of linking the unit plans and program review process. The current unit plan process will now be an annual program review process, curriculum will be reviewed every six years, and there will also be an integrated program review every six years where groups of departments will analyze their roles within areas such as Basic Skills and General Education. The intention is to link budget decisions to planning with recommendations made to the college president. There are additional details that need to be worked out but this is being shared with the Senate for feedback.

Curriculum

The Curriculum Committee has been meeting with individual department chairs to input degree and certificate course requirements into Curricunet. This also includes the course description, justification and SLO components. For those departments without Program SLOs, the General Education SLOs were used. Janet Fulks shared a document related to the transfer model curriculum that shows courses that statewide vetting identified could be part of the degree and what the department has chosen to include. Janet pointed out that any courses that can be double counted as general education are beneficial. Faculty are encouraged to contact Sue Granger-Dickson, BC's Articulation Officer, about requesting articulation for any course. Courses must either be CSU General Education or articulated with two CSUs.

IEC

Diana reviewed the documents included in the packet. The request includes changing the name, removing the requirement to use committee liaisons, removing the requirement to report to Curriculum Committee, and changing the membership composition. This is being presented for feedback and comment. Senators should be prepared to vote at the next meeting.

Correspondence

There was no correspondence to report. It was noted that A. Todd Jones is undergoing a surgical procedure. Natalie will send a card on behalf of the Senate

Treasurer

Rachel Vickrey distributed a proposal for using the senate dues this year including retiree gifts, contribution to the Levinson Award and faculty retirement gifts.

CCA Report

CCA will host an Ice Cream Social on Tuesday, April 6 in the quad near the Levan Center to show appreciation of CCA members. The final negotiation session was held earlier in the day. CCA Elections are coming soon and there is not yet a candidate for President. CCA will meet with PERB in May and June to discuss classified employees teaching as adjuncts. There is disagreement on who represents these employees, either CSEA or CCA. The Board of Governors has clarified that the Faculty Obligation Number (FON) is only to include tenured track faculty. KCCD has to replace all faculty plus 3 incremental faculty to meet FON. KCCD is hiring additional faculty in spite of decreased section offerings because adjunct will be used less.

SGA (Student Government Association)

There was no student report.

Budget Committee (status update)

There has not been a meeting since the last Senate report.

Enrollment Management

There was no report on enrollment management.

BILT

There was no update on the ad hoc committee's activity.

ASCCC

John Gerhold reported that 55 resolutions will be presented at the Spring Plenary. The resolutions pertain to curriculum, repeatability, accelerating basic skills and physical education courses and can be found in public folders.

OPPORTUNITY TO ADDRESS THE SENATE

ADDITIONS TO THE AGENDA *(must be added with a 2/3 vote of members present)*

A motion was made to add New Business Item C, Draft Proposed Budget. M/S/C: Gerhold/ B. Kelly. A motion was made to add New Business Item D, Policy For Online Student Drops. M/S/C: Bursztyn/Korcok

COMMITTEE APPOINTMENTS

A motion was made to approve the committee appointments as presented. M/S/C: Bursztyn/Rosellini

UNFINISHED BUSINESS

Board Policy: 4C4C, Grade Changes

John Gerhold distributed a version of this policy with changes suggested by the Senate at previous meetings. There was discussion about possible other changes related to faculty appealing the Vice President's decision, outlining the criteria used by administration before approving a grade change and the timeline for students to appeal. A motion

was made to approve the Procedure 4C4C as presented along with changing the title to "Grade Change Disputes" and to insert the phrase, "after consultation with the faculty member" after the word, "designee" in paragraph two. M/S/C: Gerhold/Whitney

Curriculum Committee Timeline

Janet presented the timeline for approval. A motion was made to accept the timeline as presented. M/S/C: Rosellini/Burstyn

Commencement signs

Based on the discussion at Senate and Executive Board meetings, it seems that the Commencement Committee should seek funding from another source. Sean Hill indicated that he would take the request forward to SGA. A motion was made supporting the notion of discipline-oriented signs at Commencement but not to approve spending Senate dues on the proposed commencement signs. M/S/C: Gerhold/Rosellini

NEW BUSINESS

IEC Change Proposal

Diana Kelly presented the proposal during her co-chair report. The Senate expressed appreciation for the report and did not have any additional questions or comments. Senators should be prepared to vote on this at the April 13 meeting.

Textbook Ordering Process

The issue seems to be whether or not department chairs need to give approval on each textbook order. While some departments have book orders approved by the department chair, others do not. A motion was made requesting that the Senate be provided a complete clarification of the current process including direction to faculty on who to send the order form to, either the department chair or the bookstore, and perhaps a screen shot of how to fill out form along with faculty being provided a confirmation of receipt of the request. M/S: Gerhold/Rosellini.

It was suggested that faculty be provided the form with certain fields that cannot be changed already pre-filled. It was unclear how the preference of each department would be shared. It seems that in most cases, department chairs do want to know which books are being ordered even if they do not approve the order. The motion carried with one abstention.

Senate Proposed Budget

Senators should be prepared to vote on this at the next meeting. It was noted that the Senate contribution to the Levinson award is based on how much is needed to backfill available dollars in the Levinson foundation account.

****A motion was made to extend the meeting time by five minutes. M/S/C: Rosellini/Burstyn**

Policy For Online Student Drops.

Bonnie Suderman has asked for the Senate to provide input and a recommendation on this policy. The Senate should consider the following questions: What level of activity is necessary for a student to be considered active? Do students on the waitlist get access to the Moodle course before they are officially moved into the courses so that they can keep up with the work? Should part of the policy state that the instructor must post the policy in their syllabus so the student knows they will be dropped for inactivity and what inactivity constitutes? The recommendation will go forward to the vice-presidents of all three colleges who will then jointly develop the districtwide policy. It was suggested that the task be referred to the Distance Education Committee. Nancy Guidry agreed to take this forward to the committee. It was then suggested that the DE Committee review other colleges' online policies.

GOOD AND WELFARE AND CONCERNS

ADJOURNMENT at 5:14

ACADEMIC SENATE
April 13, 2011, 3:30 P.M.
COLLINS CONFERENCE CENTER

UNAPPROVED MINUTES

PRESENT: Corny Rodriguez (EB); Bill Moseley (EB); Diana Kelly (EB); Natalie Bursztyn (EB); Kate Pluta (EB); Rachel Vickrey; (EB); Matthew Morgan (EB); Michael Korcok (EB); Leah Carter (EB); Phil Whitney; Christian Zoller; Kathy Rosellini; Nancy Guidry; Maria Perrone; Reggie Bolton; Bill Kelly; Debbie Kennedy; Klint Rigby; Sue Granger-Dickson; Rick Brantley; Melinda Fogle-Oliver; Diana Jackson; Jeannie Parent; Gayla Anderson; Anna Poetker;

ABSENT: John Gerhold (EB); Janet Fulks (EB); Luis Guajardo; Adel Shafik; Kathy Freeman; Richard Marquez; Jason Stratton; Terry Meier; Shane Jett; Wesley Sims; Kimberly Hurd; Marsha Eggman;

GUESTS: Nick Strobel

CALL TO ORDER

The meeting was called to order at 3:42

REVIEW OF THE MINUTES

A motion was made to approve the minutes as presented. M/S/C: B.Kelly/Rosellini

REPORTS

President's Report (Rodriguez)

- Corny asked for feedback as soon as possible on the KCCD Strategic Plan.
- Corny announced and congratulated the 2011-12 Senate Officers and Senators:

- At the request of the Executive Board, Dr. Chamberlain has increased the Senate reassigned time from 1.200 to 1.400 in total. The Executive Board has determined that it will be distributed in the following manner: Senate President, .400; Accreditation Co-chair, .200; Curriculum Co-chair, .200; EODAC Co-chair, .100; Program Review Co-chair, .200; ISIT Co-chair, .200; and SDCC Co-chair, .100. The Executive Board will continue to advocate for additional reassigned time as the Executive Board identifies the work involved with each of the positions.
- The Senate approved a motion reverting catalog language related to cheating and plagiarism back the 09-10 catalog language. This motion was communicated to Executive Vice President, Nan Gomez-Heitzeberg and she also attended the Executive Board meeting to discuss. Nan provided her concerns with not following the legal opinion and further clarified her position that cheating is conduct and is not a measurement of academic performance. Executive Board members felt the two could not be separated.

Co-Chair Reports

There were no committee reports.

Correspondence

Natalie Bursztyn reported that a get well card had been sent to A. Todd Jones and that a card will be sent to Kenward Vaughn.

Treasurer

There was no report

CCA Report

Kathy Rosellini reported that CCA will conduct officer elections on April 13 and 14 and encouraged faculty to vote. Kathy also reported on an email sent by Andrea Garrison that includes topics being addressed in contract negotiations today, April 13. Faculty should look for an update from Andrea about this session.

SGA (Student Government Association)

There was no student report.

Budget Committee (status update)

Budget documents have been added to the committee's website, which can be found at <http://www.bakersfieldcollege.edu/collegecouncil/budget/index.asp>. Of particular interest will be a detailed account of how the college carryover has been spent year to date. Based on information provided during the CCLC's weekly budget call, there is still a small amount of hope that the tax extension measure will be put on the ballot by June 15.

Enrollment Management

There was no report from the Enrollment Management committee.

BILT

This group has met and recommends that TMC classes should not be cut and should receive priority for staffing. Discussion will continue on priority registration for students with 90+ units; determining which courses below transfer level will be taught; identifying faculty to champion the technology training needs of faculty and developing policy related to raising success rates of online courses.

ASCCC

There was no report on ASCCC activities.

OPPORTUNITY TO ADDRESS THE SENATE

ADDITIONS TO THE AGENDA (*must be added with a 2/3 vote of members present*)

A motion was made to add as New Business C, Academic Senate Reassigned Time and as New Business Item D, Grade Change. M/S/C: Bursztyn/Rosellini

COMMITTEE APPOINTMENTS

A motion was made to approve the committee appointments as presented. M/S/C: Bursztyn/Rosellini

UNFINISHED BUSINESS

IEC Change Proposal

A motion was made to approve the proposal as presented. M/S/C: Bursztyn/Rosellini. Diana Kelly noted that there may be additional modifications as the Accreditation Steering Committee continues to work on linking budget and planning.

Senate Proposed Budget

A motion was made to approve five student scholarships at \$800 each; a \$350 contribution to the Levinson Award and \$600 for faculty retiree gifts. M/S/C: Bursztyn/Rosellini

Policy For Online Student Drops.

Phil Whitney has served on a pilot project related to the implementation of Luminis. Last fall, Phil identified 10+1 issues related to the pilot that impacted curriculum that he then shared with the Executive Board. Phil expressed concern with those issues not being resolved before Luminis is launched this summer and asked for information on the status of those issues.

Bill Moseley shared a proposal of Senate recommendations related to the implementation of Luminis and integration of Moodle. Bill explained that as Moodle is linked to Luminis, some of the features faculty use and how faculty teach using Moodle will be changing. Nan Gomez-Heitzeberg has agreed that these issues fall within the 10+1 purview. Nan, along with the other college Vice Presidents have been charged with developing the policy related to issue with faculty input. Bill reviewed the proposed recommendations that Nan has agreed to take forward. For clarification, Moodle is available this summer but the waitlisted students will not be allowed in the class until they are registered. It was suggested that this be communicated not only to those who teach online but all faculty who use Moodle. It was also noted that Moodle and Luminis can operate separately. It seems the integration is being pushed through without all of the instructional issues being worked out.

A motion was made to move the recommendations forward to Nan Gomez Heitzeberg, Greg Chamberlain, Sean James and College Council members with the understanding that they be implemented for fall and that Moodle users be notified about the impact to their classes. M/S: Vickrey/Whitney. A friendly amendment was made by Bursztyn that the recommendations be implemented for the summer term. A second friendly amendment was made by Carter adding that if the issues stated below are not resolved that the integration will not take place until they are resolved. Both friendly amendments were accepted and the motion carried unanimously.

Related to this issue, it was noted that the Distance Education committee will meet soon to develop the online waitlist policy.

Budget Impact By Discipline

Senators shared from their departments strategies they are using to address the budget situation. Many expressed reductions in sections as the primary response. Others described an ongoing loss of adjuncts, reduction of lab hours, and many departments are eliminating entire course and program offerings.

NEW BUSINESS

Program Review Process

Kate distributed FAQ and Change Proposal documents for the Senate to review. Kate pointed out that the proposal eliminates the current program review that is done every six years and changes the unit plan process to the annual program review process. The new annual program review process will include additional questions and would link to the college goals, among other things, proving a link to budget and planning. PRC membership would change slightly to allow for more broad representation. There will be rubric to evaluate the program reviews. Kate explained that an FAQ document is being developed for the integrated program review and curriculum review. Senators should be prepared to vote on this item at the next meeting.

****A motion was made to suspend the agenda, moving to New Business Item C, Reassigned Time.**

M/S/C: Bursztyn/Korcok

A motion was made to have an emergency vote on New Business Item C, Reassigned Time. M/S/C: Bursztyn/Vickrey
A motion was made to approve the reassigned time presented. M/S/C: Rosellini/Bursztyn

Catalog Committee

Corny asked for volunteers to serve on a committee that will review and update as needed the catalog.

****A motion was made to suspend the agenda, moving to New Business Item D, Cheating and Plagiarism.**

M/S/C: Bursztyn/Korcok

Cheating and plagiarism

Corny explained the current situation where an administrator has changed a grade assigned by an instructor based on an appeal from the student. Corny asked for discussion and input from Senators on how to respond. Senators clearly feel that grades are within their purview and expressed concern with giving a student a passing grade when the course had not been completed. A motion was made requesting that the Executive Vice President, Nan Gomez Heitzeberg, provide in writing and citing Education Code, the rationale for changing the grade. M/S/C: Bursztyn/ Whitney.

GOOD AND WELFARE AND CONCERNS

ADJOURNMENT at 5:17

ACADEMIC SENATE
May 4, 2011, 3:30 P.M.
COLLINS CONFERENCE CENTER

APPROVED MINUTES

PRESENT: Corny Rodriguez (EB); Bill Moseley (EB); Diana Kelly (EB); Natalie Bursztyn (EB); Kate Pluta (EB); Rachel Vickrey; (EB); John Gerhold (EB); Janet Fulks (EB); Michael Korcok (EB); Leah Carter (EB); Phil Whitney; Christian Zoller; Kathy Rosellini; Nancy Guidry; Kimberly Hurd; Maria Perrone; Reggie Bolton; Bill Kelly; Debbie Kennedy; Marsha Eggman; Klint Rigby; Sue Granger-Dickson; Rick Brantley; Melinda Fogle-Oliver; Diana Jackson; Jeannie Parent; Gayla Anderson; Nick Strobel; Terry Meier; Shane Jett; Anna Poetker; Wesley Sims;

ABSENT: Matthew Morgan (EB); Luis Guajardo; Adel Shafik; Kathy Freeman; Richard Marquez; Jason Stratton;

GUESTS: Michael Moretti; Tom Greenwood

CALL TO ORDER

The meeting was called to order at 3:36

REVIEW OF THE MINUTES

A motion was made to approve the minutes as presented. M/S/C: Rosellini/Gerhold

REPORTS

President's Report (Rodriguez)

- From District Consultation Council, Corny reported the following: There will be Luminis training on May 17, August 16 and 17; Barnes and Noble has been awarded the bookstore contract; Help Desk contractor is not meeting the agreed upon response time but there is an increased call volume; the Senate needs to provide feedback on the Strategic Plan today.
- As other campuses have reviewed the unit restriction for priority registration policy approved by the BC Senate, there has been a request to consider 15 units. The Senate needs to consider the change.
- Interviews for EODAC, SDCC and PRC Co-Chairs will be next week. There has not been any interest expressed for the Curriculum Co-chair.

Co-Chair Reports

ASC This report was deferred to Unfinished Business Item B, Program Review Process.

Curriculum (Fulks)

- At the state level there is movement toward losing all repetition for activity courses—this will affect multiple disciplines. The legislature and LAO are pushing this issue. External requirements for vocational classes will not be affected. This issue seems to be with the term “activity.” Faculty should consider crafting curriculum to show different learning outcomes and may need to stay with latest version. Since intercollegiate athletics is on the table then it would be a good idea to have Football A, B and C.
- The Curriculum Committee is suggesting two faculty co-chairs, but seems to have been rejected by the Executive Board. Janet suggested that the job could not be done with only .200 reassigned time. It was clarified that the Executive Board is in support of the idea of two co-chairs but that the college president did not allocate enough total reassigned time to the Senate that could be distributed in a way to support two co-chairs.

- TMC is moving quickly and changes are occurring every day, such as changes to names. There may need to be some re-messaging of psychology and communication curriculum.

IEC/PRC

Diana Kelly directed Senators to the composition document and explained that the PRC is recommending further changes to the committee composition than those that were approved at the April 13 Senate meeting. The changes represent broader representation and rather than listing the number of faculty, classified and admin the composition now lists how each member will be selected. Diana would like the Senate to approve these changes.

ISIT

In regards to the ongoing Luminis/Moodle integration, Bill Moseley has been pushing for a quick decision. Bill will be meeting with Nan Gomez-Heitzeberg and Bonnie Suderman to continue this discussion.

ASCCC

John Gerhold reported that several resolution related to repeatability were addressed at Plenary. This biggest impact being the vote to eliminate the category of activity courses form Title 5. ASCCC will identify repeatability for each discipline with some proposals moving forward to the Board of Governors by the end of May.

AB 515 would establish a mirror of the extension university components that are offered with CSU and US at the Community College. If the law passes colleges would be authorized to offer regular courses, but also offer them on a fee based system so that those that could pay could demand an additional section of course X. On the surface that sounds creative but general response to that is it is creating a two-tiered system and those with resources have an advantage over those without financial resources. There is no fee limit. ASCCC voted not to support the legislation.

Correspondence

Natalie Bursztyn reported on student scholarships that were awarded from Senate-- five scholarships were awarded and one of those recipients has already sent a thank you note. Natalie also reported that a sympathy card was sent to Becki Whitson and notes of congratulations were sent to Matthew Morgan and Bill Moseley.

Treasurer

There was no treasurer's report.

CCA Report

Kathy Rosellini reported that faculty should have received an email from Mary O'Neal reporting the CCA elections results.

SGA (Student Government Association)

There was no SGA report.

Budget Committee (status update)

Budget criteria will be available soon. It is the intent the criteria will be sent to College Council, Friday, May 6, 2011; however, the Senate will have an opportunity to review and give input.

OPPORTUNITY TO ADDRESS THE SENATE

Sue Granger-Dickson: Resolution to Declare Transfer in September

Sue asked the Senate to consider a resolve to create and recognize a BC Transfer Week. There is currently a Transfer Day and this week would coincide with that event. Sue suggested that faculty could wear their college paraphernalia and share their own college experiences with students.

ADDITIONS TO THE AGENDA *(must be added with a 2/3 vote of members present)*

A motion was made to add New Business E, Resolution for Transfer M/S/C: Gerhold/Bursztyn

COMMITTEE APPOINTMENTS

A motion was made to approve the committee appointments as presented. M/S/C: Bursztyn/Granger-Dickson

UNFINISHED BUSINESS

Distance Education Participation Policy

Nancy Guidry introduced the policy and explained that the Distance Education Committee looked at policy from around the country and asked for input from Bill Moseley and Leah Carter. The proposed policy has been written to be as close to face-to-face courses. There were differing opinions on whether instructors should be expected to drop students or they should have the option to drop them. It was suggested to add Education Code or Title 5 language that requires dropping students. Also there was a suggestion not to move forward with this policy until the Luminis/Moodle issue is resolved, but others felt it was important to strengthen language for all classes, as we move from access model to success model.

A motion was to have an emergency vote on this item. M/S/C: Gerhold/Bursztyn

A point was made that by giving instructors the option of dropping students, this also give students the opportunity to receive financial aid. Another suggestion was made to make the two weeks statement rewritten in a way to allow for shorter term courses.

A motion was made to approve the policy as written using the existing catalog language. Using "may" to allow instructors the option to drop and modifying the two week language. M/S/C: Bursztyn/Carter

Bakersfield College

Distance Education Attendance and Non-Participation Policy

All students enrolled in Distance Education courses must log in to the course(s) and complete any assignment(s) or other activities, to be determined by the instructor, that are required during the first week. Students who fail to complete first-week assignments/activities within the instructor's deadline will be dropped.

After the first week and during the time period before the final withdrawal date, "students are responsible for officially withdrawing from any class or classes in which they no longer wish to be enrolled," as stated in the Bakersfield College Catalog. (See the catalog section "Withdrawing from Classes" for additional details.)

The Bakersfield College "Attendance Policies: Class Attendance" (see the BC catalog) states that "instructors may drop a student from a course when absences number the equivalent of two weeks of class recorded from the first day of instruction." In the case of Distance Education, "absences" shall be defined as "non-participation." Instructors may drop students after the equivalent of two weeks of non-participation from the first day of class. Non-participation shall be defined as, but is not limited to:

- *Not following the instructor's participation guidelines as stated in the syllabus*
- *Not submitting required assignments*
- *Not contributing meaningful discussion in required chat rooms, discussion boards, or other online forums*
- *Not participating in scheduled activities*
- *Failure to communicate with the instructor as required*

It should be noted that simply logging into the course, does not constitute participation. Students must demonstrate that they are actively participating in the course by submitting required assignments, contributing to discussion forums, etc. as outlined above.

Syllabus statement:

Instructors may drop students after the equivalent of two weeks of non-participation in accordance with "Distance Education Attendance and Non-Participation Policy." (Instructors must provide a link to this policy with this statement in their syllabus.)

Program Review Process

Kate Pluta introduced draft 12 and explained how the annual program review (APR) will be modified from the existing annual unit plan process. This change is intended to make sure the process is meaningful. The current process will look at the annual program reviews and will write a summary that includes a summary of themes and issues that need to be addressed – this will go to the Senate president, College Council and college president. The college president would then respond to the college community. The integrated program review (IPR) will be postponed one year and will use the annual program reviews to guide the IPR process. APRs will have additional questions from unit plans and may be different for administrative, student services and instructional areas.

A motion was made to approve the process as presented. M/S/C: B.Kelly/Granger-Dickson. The motion carried with one abstention

Catalog Committee

Corny asked for volunteers to review the front part of the college catalog each spring. There was a motion to table this decision until Janna Oldham was consulted about an appropriate timeline for this review. M/S/C: Vickrey/Bursztyn.

Grade Change

Natalie Bursztyn presented a resolution related to the issue of an administrator changing a grade that was previously assigned by an instructor. This resolution is in support of the faculty member's decision of the grade assignment and resolves that the grade be changed.

Nan Gomez-Heitzeberg has not yet responded to the Senate request for a written response. There was a suggestion that Corny follow up with that request from Nan.

A motion was made to have an emergency vote on this item. M/S/C: Gerhold/B.Kelly

Discussion continued with suggestions for changes to the resolution so that it reads as follows:

Whereas Title 5 §55025 states in part, "In any course of instruction in a community college district for which grades are awarded, the instructor of the course shall determine the grade to be awarded each student in accordance with this article;" and Kern Community College Board Policy Section 4C4C states that the "instructor shall determine the grade to be awarded each student... [which] shall be final in the absence of mistake, fraud, bad faith, or incompetence;" and

Whereas a failing grade assigned by an instructor that was contested by a student was changed to a B on or around April 1, 2011 without the instructor's approval and no compelling case for "mistake, fraud, bad faith, or incompetence was made to justify this grade change; and

Whereas the records concerning this failing grade indicate a total of 314 points completed by the student out of 455 possible points; which equates to the student earning 69% of the possible points; which is a D per the course syllabus; this includes a grade of 0 for exam 3 on which the student was found to have cheated; and

Whereas the remaining 2.5 weeks of that semester constituted an additional 240 points possible, including the final exam, that the student did not attempt, totaling 695 total course points possible, reducing the student's total earned points for that course to 314 out of 695 (= 45%); therefore, the student's true grade, based on the course syllabus, is an F; and

*Whereas Title 5 §55002 states that "The course provides for measurement of student performance in terms of the stated course objectives and culminates in a formal, permanently recorded grade based upon **uniform standards** in accordance with section 55023. The **grade is based on demonstrated proficiency in subject matter** and the ability to demonstrate that proficiency..." Assigning a grade of a D is generous, considering the student failed to complete the last 2.5 weeks of the semester and the associated work during that time. As noted above, the student's grade should truly be based on the entire semester's work. The student should still be required to complete the missed work; and*

Whereas other students in the course took the final exam and earned A, B, C, D and F grades based upon completing all the course requirements; therefore, the assigning of a grade of "B" to this student violates the aforementioned Title 5 section based on uniform standards; and

Be it resolved that the Academic Senate of Bakersfield College demands that the inappropriately and administratively assigned grade of "B" be changed to the instructor recommended grade of "D," which reflects the grade earned by the student up to the date the student stopped attending class for this course; and

Be it further resolved that the Academic Senate of Bakersfield College takes this action not simply in support of an individual faculty member, but in defense of Title 5 and KCCD Board Policy sections as outlined above which stipulate that the grade assigned by a faculty member "shall be final in the absence of [instructor] mistake, fraud, bad faith or incompetence."

A motion was made to approve the resolution as presented with suggested changes. M/S: Gerhold/Rosellini. The motion carried with one abstention.

****A motion was made to extend the meeting time by 15 minutes. M/S/C: B. Kelly/Rosellini**

Emeriti

A motion was made to approve reinstating those that were previously listed as emeriti in the college catalog, prior to the policy implemented in May 2010 that removed the names, be grandfathered and once again listed in future college catalogs. M/S/C: Brantley/Rosellini

NEW BUSINESS

KCCD Strategic Plan

There were no suggestions for changes to the Strategic Plan.

BC General Education Pattern

Bakersfield College has approved General Education, which is different than CSU, by requiring units from each subcategory rather than a total from each category. It was suggested that Curriculum look at the need for general education next year.

A motion was made to make this a voting item. M/S/C: Gerhold/Korcok

A motion was made to modify the general education pattern in Area D such that the student must complete 9 total units from two different disciplines. M/S/C: Gerhold/Whitney

****A motion was made to suspend the agenda and move to New Business Item D, 2011-12 Academic Senate and Executive Board Meeting Schedule. M/S/C: Rosellini/Meier**

Assess Senate Goals

This topic was tabled.

2011-12 Academic Senate and Executive Board Meeting Schedule

A motion was made to approve the 2011-12 meeting schedule. M/S/C: Bursztyn/Rosellini

Resolution to have transfer week

A motion was made to approve the creation of Transfer Week at Bakersfield College to coincide each year with the existing Bakersfield College Transfer Day. M/S/C: Gerhold/Burstyn

GOOD AND WELFARE AND CONCERNS

ADJOURNMENT at 5:21

ACADEMIC SENATE
September 7, 2011, 3:30 P.M.
COLLINS CONFERENCE CENTER

UNAPPROVED MINUTES

PRESENT: Corny Rodriguez (EB); Bill Moseley (EB); Kate Pluta (EB); John Gerhold (EB); Matthew Morgan (EB); Michael Korcok (EB); Leah Carter (EB); Wesley Sims; (EB); Kimberly Hurd (EB); Rick Brantley (EB); Anna Poetker; Bill Kelly; Bill Moseley; Christian Zoller; DeAnn Sampley; Gayla Anderson; Jason Stratton; Jeannie Parent; Kathy Freeman; Klint Rigby; Kris Stallworth; Lisa Harding; Maria Perrone; Melinda Fogle; Nancy Guidry; Nick Strobel; Shane Jett; Sue Granger-Dickson; Susan Pinza; Brent Damron;

ABSENT: Bill Barnes (EB); Terry Meier; Marsha Eggman; Phil Whitney;

CALL TO ORDER

The meeting was called to order at 3:37

REVIEW OF THE MINUTES

A motion was made to approve the minutes as presented. M/S/C: Gerhold/B. Kelly

REPORTS

President's Report (Rodriguez)

Corny reported on events in which he participated over the summer: The ASCCC Leadership Academy and Curriculum Academy, the KCCD Student Success Workshop and the KCCD Strategic Planning Work Group. Corny also reminded the Senate that until a permanent Curriculum Chair can be found he has assumed those duties. Faculty representatives are needed for Program Review, the Levan Institute Committee and the college Safety Committee. Other issues Corny would like the Senate to address involve updating and revising the Senate Constitution and Bylaws, written procedures for pre-requisites and a set of criteria for how emeriti will be selected.

ASC (Pluta)

Kate referenced documents provided that include the ASC 3rd quarterly report to the Board of Trustees. Also included is the process for identifying and appointing the self-study editor. ASC will finalize the job description and the Senate will need to send out a call to faculty. The position will have .200 reassigned time or \$4000 stipend. One of the primary goals for ASC this year is to evaluate the college's planning processes. College Council, Budget, Annual Program Review and others need to be linked and evaluated for their effectiveness.

Curriculum (Rodriguez)

Corny reported that he will attend Curricunet training at the district office. There are several hundred courses that have been submitted and it may not be possible to process them all. There is a strict timeline in order to meet the Board of Trustees meeting schedule. Corny would like to established criteria for which courses are reviewed first. It was suggested to start with those over 6 years old or those that fit into the transfer model curriculum.

EODAC (Morgan)

Matthew Morgan reported that more faculty representatives are needed to serve on this committee. He noted that the committee members do not meet in person very often, but communicate and work electronically and in small groups. Representatives need to be self-motivated and independent workers.

ISIT (Moseley)

Still outstanding is the waitlist issue for online courses. BC has decided to coordinate the change approved by the Senate with the other two colleges. Until the decision is made across the district, the default setting is to not allow students from the waitlist into the class. It was noted that students who are waitlisted do not have access to library and computer services.

SDCC (Hurd)

Kimberly reported that the committee is working on an application for faculty scholarships. It should be available in the next couple of weeks. Flex forms are being updated so they are more user friendly. Kimberly also reminded faculty about the ongoing flex opportunities listed on the faculty tab of insideBC that also allows for online registration for these events. In particular there is a Learn at Lunch series that faculty may find interesting. Kate Pluta asked about linking staff work issues to the available professional development opportunities and if this can be tracked. Kimberly will take the question back to SDCC.

Correspondence (Sims)

Wesley reported on two thank you notes that were received by scholarship recipients Jennifer Carrillo and Antoinette Brown. He asked Senate members to forward him any news about faculty so he can be sure to communicate with them on behalf of the Senate.

Budget Committee

The Budget Committee will have its first meeting on September 12. Committee members will report at the next Senate meeting.

OPPORTUNITY TO ADDRESS THE SENATE

There were no requests to address the Senate.

ADDITIONS TO THE AGENDA (*must be added with a 2/3 vote of members present*)

A motion was made to add as New Business Item C, SDCC Charge; Item D, Waitlist Purging; Item E, Transfer Week; and Item F, Curriculum Priority Process. M/S/C: Gerhold/Korcok

COMMITTEE APPOINTMENTS

A motion was made to approve the committee appointments as presented. M/S/C: B.Kelly/Strobel

UNFINISHED BUSINESS

Catalog Committee

Corny asked for faculty volunteers to serve on a newly established Catalog Committee that would review the front section of the catalog each year from a faculty perspective and forward recommendations to administration. There are sections within the faculty purview that need to be updated and revised. Sue Granger-Dickson and Kathy Freeman offered to participate.

Grade Change

The Senate's resolution was forwarded to Greg Chamberlain, but Corny has not yet received a response. Corny will meet with Greg before the next Senate meeting to address this issue.

KCCD Strategic Plan

The district strategic plan is in the final stages and all constituency groups are being asked for feedback, specifically on the objectives. The Board of Trustees will review the plan on October 6 and it will then be before them for approval in November. There were no suggestions for changes to the Strategic Plan. Senators were asked to share the document with their respective departments and come to the September 21 meeting with any feedback. Corny will be taking any of the comments, questions or suggested changes to the District Consultation Council on September 27, where there will be an opportunity for final revisions. It should be noted that the Strategic Plan should guide the college(s) mission, master plan and college goals.

NEW BUSINESS

Curriculum Committee Structure

Corny reported that he is serving as the Curriculum Co-chair so as not to leave the position vacant-- curriculum is the core of the Senate responsibilities. In following up with the changes approved by the Senate last year, Corny reviewed excerpts from the March 2 and March 30 Senate minutes. These were provided to the Senate as well. The minutes indicated that the Senate approved the combining of the General Education and Curriculum Committee and a timeline for moving to a new structure. Corny asked for the Senate's input on how to move forward. It was noted

*Academic Senate Meeting Minutes
September 7, 2011*

that the May 4 minutes indicate the Senate supported two faculty co-chairs but that there was not enough Senate reassigned time available to support this structure. Also clarified was that the Executive Board did not reject this proposal and that there was discussion about not having an administrative co-chair.

The Executive Board shared its recommendation to reallocate .100 reassigned time from the ISIT co-chair to the Curriculum faculty chair or to a second faculty chair. This could be a permanent change, but it could also be assigned temporarily and reevaluated at the end of the year. The current co-chair term expires at the end of June 2012. There was discussion then about consulting the Curriculum Committee, hopefully soon so that a decision can be made quickly.

A motion was made directing Corny Rodriguez, Academic Senate President and acting Curriculum Co-chair to present the options discussed to the Curriculum Committee and that their recommendation be brought back to the Senate at the next meeting. M/S/C: Gerhold/Korcok.

2011-12 College Goals

A question was asked if the goals had changed from 2010-11. Corny clarified that the goals had changed clarifying they moved from a review stage to the implementation stage.

A motion was made to approve the 2011-12 College Goals as presented. M/S/C: Strobel/Gerhold

SDCC Charge

Kimberly Hurd reported that the committee recently reviewed the committee charge and would like to make a minor change. The charge would now read, "To provide, support *[and promote]* activities and opportunities which will enhance job performance, personal growth, and social interaction among all Bakersfield College employees, thereby developing a sense of campus community." SDCC is asking the Senate for support and will then forward to College Council.

A motion was made to suspend the regular voting procedure and have an emergency vote. M/S/C: Gerhold/Carter.

A motion was made to approve the change to the SDCC Charge as recommended by the committee. M/S/C: B. Kelly/Stratton.

Purging of Waitlists

There were several concerns and questions regarding the inconsistency in purging the waitlists and allowing faculty to go beyond the established class size and how these decisions are affecting students. There was disagreement about when the actual purging date and time occurred, but it appeared to be inconsistent based on experience of those present. Class size seems to be determined by chair and dean individually. Senators shared examples where one faculty member was allowed to increase the class size to include persistent students after making a request to the chair. Another example was about adding a student with an exception form. Others were simply told they could not add any students. In one instance, two students dropped after the waitlists were purged and two waitlisted students who had been attending class were then unable to continue.

Michael Korcok will take the issues of waitlist size, when waitlists are purged and how students are added to Enrollment Management. Michael will provide an update at the next Senate meeting.

Transfer Week

Sue Granger-Dickson reminded the Senate of the resolution they passed last spring to recognize Transfer Week. Transfer Week will be recognized this year, September 12 -16. All employees are encouraged to wear their college colors and to share their own college experience with students.

Curriculum Priority Process

A motion was made to recommend that courses that are six or more years out of date and any courses that are required for the TMC receive higher priority in making it through the Curricunet queue and other possible criteria as recommended by the Curriculum Committee. M/S/: Gerhold/B.Kelly

A motion was made to suspend the usual voting procedure in order to hold an emergency vote on this motion. M/S/C: Stratton/Carter

Discussion followed whether the motion would give an advantage to those disciplines that have not updated their curriculum in over six years. It was noted that the college may cease to offer courses that are six or more years out of date and some are necessary courses for student success and for major to exist. It gives them one last opportunity to get the work done. This also may have been a decision made by the Curriculum Committee. There was concern expressed about how the decision to eliminate courses would be in violation of the Program Discontinuance policy approved by the Senate. Others felt that the Curriculum Committee has the authority to make such determinations without the Senate approval.

Gerhold called the question. With nine votes in favor, seven votes opposed and five abstentions, the motion did not carry.

GOOD AND WELFARE AND CONCERNS

ADJOURNMENT at 5:11

Respectfully Submitted,
Jennifer Marden

ACADEMIC SENATE
September 21, 2011, 3:30 P.M.
COLLINS CONFERENCE CENTER

APPROVED MINUTES

PRESENT: Corny Rodriguez (EB); Bill Moseley (EB); Kate Pluta (EB); John Gerhold (EB); Matthew Morgan (EB); Michael Korcok (EB); Leah Carter (EB); Rick Brantley (EB); Anna Poetker; Christian Zoller; Gayla Anderson; Jason Stratton; Jeannie Parent; Klint Rigby; Kris Stallworth; Lisa Harding; Maria Perrone; Melinda Fogle; Nancy Guidry; Nick Strobel; Shane Jett; Sue Granger-Dickson; Susan Pinza; Brent Damron; Phil Whitney; Terry Meier; Marsha Eggman; Qiu Jimenez

ABSENT: Bill Barnes (EB); Wesley Sims; (EB); Kimberly Hurd (EB); DeAnn Sampley; Bill Kelly; Kathy Freeman;

GUESTS: Sue Vaughn, Admissions & Records Director

CALL TO ORDER

The meeting was called to order at 3:33

REVIEW OF THE MINUTES

A motion was made to approve the minutes as presented. M/S/C: Strobel/Carter

REPORTS

President's Report (Rodriguez)

Executive Board members, Leah Carter and Kimberly Hurd, are drafting 11-12 Senate goals. Anyone interested in working on these should contact either Kimberly or Leah. Also, faculty are needed to draft criteria for determining eligibility for emeriti listed in the college catalog.

ASC (Pluta)

ASC is working on defining how integrated planning works on this campus. This information will be shared with the Academic Senate and College Council. Committee chairs will submit their fall reports on September 30 which will be sent to all Academic Senate and College Council members.

Curriculum (Rodriguez)

The Curriculum Committee reviewed the proposed restructuring options and would like to move forward with providing .300 reassigned time to one faculty co-chair and establishing an internal subcommittee to address general education for the 11-12 academic year. Senators should share with faculty they represent that when using Curricunet, choosing the update option does not reset the review date and you will not be able to make changes in the various screens.

EODAC (Morgan)

Students have asked for support and resources for undocumented students. Corny and Sue Granger-Dickson offered to help with this effort. Sue Vaughn offered to communicate to those students on behalf of the Senate if needed.

ISIT (Moseley)

The Committee has revised the Annual Program Review form, completed the fall committee report and is outlining committee goals for the year. It was also noted that the college will stay with the default waitlist protocol for online courses while waiting for coordination of the policy with the other two colleges. There is concern by one college of the legality of allowing students to participate in online courses.

Union Update

This report was provided in writing by Lora Larkin and was read by Corny Rodriguez

BC does not currently have a KCCD CCA BC Chair. CCA will be announcing a special election for a BC Chair, 2 BC full-time faculty representatives, and 1 BC part-time faculty representative in a few weeks. We encourage the Senators to discuss possible candidates for BC faculty representation on the CCA executive board, especially during this crucial time in faculty contract negotiations. In addition, we'd like to remind the Senators that the Board of Trustees will be holding a special meeting at the District office on Wednesday, September 28th at 2pm, and CCA again encourages faculty participation and support down at the Weill Center on that day. With regards to negotiations, our next mediation is set for Monday, October 24th at the District Office.

Current CCA BC representatives are Rene' Trujillo and myself, and we both welcome any questions, comments, or concerns with regards to any CCA business.

Enrollment Management (Korcok)

Michael has met with Michael McNellis to discuss recent activity of the committee and is setting meeting dates with Nan Gomez-Heitzeberg.

OPPORTUNITY TO ADDRESS THE SENATE

Sue Vaughn: Waitlist Purging

Sue noted that Title 5 requires that the census date be the Monday of the 3rd week of classes or on Tuesday if there is a holiday. It is a requirement that faculty drop all non-participating students before the census date. The state pays for anyone who is registered on census date.

There seems to have been confusion on when the waitlist purging would occur. Sue had provided information indicating the waitlists would be purged on Friday but they were not done until Saturday. This is an automatic process that is done overnight. Previously, if students were not purged before the refund date (Friday of the second week) they would be charged. This is no longer the case. Sue consulted with Charley Chiang at the District Office and learned that waitlists could be purged as late as the night before census date. She recommends that we continue to do as we do this year, and purge on the Saturday night before census date.

In response to a question about students who drop after the waitlist is purged which then makes a seat available in the class, Sue clarified that students can be registered on census date with an enrollment exception form. Faculty would need to print the waitlist prior to purging in order to know in which order students could be added on census day.

There was a suggestion to draft a resolution related to the size of waitlists. Nick Strobel and Corny Rodriguez agreed to work on a draft. It was suggested that the resolution include waiting to purge the waitlists on the night prior to census.

ADDITIONS TO THE AGENDA *(must be added with a 2/3 vote of members present)*

There were no additions to the agenda.

COMMITTEE APPOINTMENTS

A motion was made to approve the committee appointments as presented. M/S/C: Stratton/Gerhold

UNFINISHED BUSINESS

Grade Change

Corny will meet with Dr. Chamberlain next week and will provide the president's response at the next Senate meeting.

KCCD Strategic Plan

There were several comments and concerns expressed with specific references listed below:

- Goal 4, Objective 4.2: It was noted that at the state level the idea of common course numbering has been replaced with the idea of "tagging" courses similar to the CAN system. KCCD should not spend time and resources on an effort no longer supported at the state level, especially given there is an alternative.
- Goal 1, Objective 1.2: Considering that students enter courses at varying degrees of readiness, there is concern about laying out specific targets for English and Math without consulting the faculty in those departments. It was noted that each college will address each objective individually. It was understood the department at each college would be able to decide how best to implement the objectives. The district is not imposing anything specific.
- Goal 1, Objective 1.1: There was concern about this objective being based on a percentage.. It was noted that the targets were established based on AARC data which indicates students who complete 12 units within their first year are more successful.
- Goal 5, Objective 5.1: How is the district able to increase unrestricted revenue? It was explained that there are several different ways, such as rental of facilities.
- Values and Pledges: It was suggested to remove this page entirely. The pledges seem trivial, unrealistic and unnecessary. We do not seem to be living up to the values of trust and transparency now.

A motion was made to remove the pledges as written and instead write a pledge that states, "Our actions will correspond to our mission." M/S: Strobel/Whitney. A friendly amendment was made by Gerhold to also remove Objective 4.2 and to register concern about the practicality of the targets that have been outlined in Objectives 1.1 and 1.2. This amendment was declined and the motion carried with two abstentions.

A motion was made to strike the provision to create a common numbering system and to express strong concern for the various targets for success measures. M/S/C: Gerhold/Strobel.

There was consensus not to approve the document in its entirety until the changes suggested are considered and concerns are addressed.

NEW BUSINESS

Curriculum Committee Structure

A motion was made to support .300 reassigned time for the Curriculum Co-chair, with .100 reallocated from the ISIT Co-chair, and that a General Education subcommittee be created with members of the Curriculum Committee and others as appropriate. M/S/C: Gerhold/Carter

Budget Criteria

A motion was made to suspend the typical voting rules to have an emergency vote at this meeting. M/S/C: Stratton/Strobel.

A motion was made to approve the budget criteria dated May 31, 2011. M/S: Strobel/Korcok

Discussion followed with comments on how the criteria seem to be presented as topics rather than an indication of how they will be weighted. It was explained that the document is meant to be used as a reference to those who are making budget decisions. As part of the Annual Program Review process, the president will provide in writing why specific budget decisions were made and those decisions should be based on the list of criteria.

Gerhold called question. The motion carried.

**A motion was made to suspend normal rules to add as New Business C, Catalog Task Force Charge to the agenda. M/S/C: Korcok/Gerhold

Catalog Task Force Charge

Sue Granger-Dickson shared a draft charge and explained that the committee membership would include faculty with expertise in the areas described. The draft reads as follows:

The BC Academic Senate BC Catalog Task Force Committee Charge is to review the current Bakersfield College Catalog:

- *To ensure that the content relative to programs, program SLO's and course descriptions and other matters related to academics are included and accurate;*
- *To make suggested changes to improve readability as well as following the practices of standard English;*
and
- *To make suggested changes to improve student and community understanding.*

Changes were suggested and Senators asked for more time to consider the proposed charge. Senators should request feedback from the areas they represent and forward that information to Sue. Sue indicated she will make the changes suggested and forward to the Senate prior to the next meeting.

GOOD AND WELFARE AND CONCERNS

ADJOURNMENT at 5:07

Respectfully Submitted,
Jennifer Marden

ACADEMIC SENATE
October 5, 2011, 3:30 P.M.
COLLINS CONFERENCE CENTER

UNAPPROVED MINUTES

PRESENT: Corny Rodriguez (EB); Bill Moseley (EB); Kate Pluta (EB); John Gerhold (EB); Matthew Morgan (EB); Michael Korcok (EB); Leah Carter (EB); Wesley Sims; (EB); Kimberly Hurd (EB); Rick Brantley (EB); Anna Poetker; Bill Kelly; Bill Moseley; Christian Zoller; Jeannie Parent; Kathy Freeman; Klint Rigby; Kris Stallworth; Lisa Harding; Maria Perrone; Melinda Fogle; Nancy Guidry; Nick Strobel; Shane Jett; Sue Granger-Dickson; Susan Pinza; Brent Damron; Phil Whitney; Marsha Eggman;

ABSENT: Bill Barnes (EB); DeAnn Sampley; Gayla Anderson; Jason Stratton; Terry Meier

GUEST: Jorge Barrientos (The Bakersfield Californian); Danitza Romo (Student Representative)

CALL TO ORDER

The meeting was called to order at 3:36

REVIEW OF THE MINUTES

A motion was made to approve the minutes as presented. M/S/C: Gerhold/Korcok

REPORTS

President's Report (Rodriguez)

Corny deferred his report to those items already on the agenda.

ASC (Pluta)

Kate directed Senators to the materials in their packets that include her written report. Kate also reported that the Executive Board is interviewing three candidates for the Self Study Editor. College Committees have submitted fall reports. A summary of these reports show that all college goals are being addressed.

Curriculum (Moseley)

Bill indicated that the majority of the 100 courses that needed to be updated have been entered and advanced through the approval queue in CurricUNET. Although there have been issues with deans not approving courses that need to be updated before spring, the Curriculum Committee is satisfied that they are in the queue. Bill expressed the need to separate the curricular processes from CurricUNET as we cannot wait on CurricUNET to work perfectly to move curriculum forward. The Curriculum Committee will be looking at the approval process and hope to eliminate unnecessary steps in the process so the process will move more quickly and ultimately address the large amounts of curriculum that needs to be approved. Faculty should contact Bill directly, rather than Janna Oldham, for all technical questions related to CurricUNET. Janna will be focusing on processing curriculum.

ISIT (Strobel)

Nick's full ISIT report is available online at <http://online2.bakersfieldcollege.edu/sea/isit/oct2011.htm>

Highlights include:

1. "Geek Week" is actually two days October 18-19. See what's all being offered for staff development. One particular one is "Peer to Peer Inside BC with Richard Marquez. He'll share insights about his use of Course Studio. Attending a workshop puts you in the raffle for a cool techie toy. Multiple workshops = multiple entries.

2. Registration message to online students was the most controversial part of our meeting. How do we get information to the online students before and after (esp. after!) they register for an online class. How can online instructors post class info for all prospective students to see in Luminis (InsideBC)

3. *A task force will be formed to look into ways to allow+encourage faculty innovation in the use of new technology while maintaining the security of the rest of the campus network.*
4. *Course textbook information easily viewable in Luminis (InsideBC) and on the BC website. It is VERY easy for students to find out what textbooks they need for their classes. Even order online!*
5. *College Knowledge workshop on making course materials universally accessible is happening next Friday, October 14th from 9 to 10 AM in H52.*
6. *New Technology Plan for Information Services and Media Services will be developed this fall.*
7. *Updated Computer and Audio-Visual technology standards posted. Note: An "Elmo" is one brand of a document camera that is not being ordered anymore. If you want a document camera for your classroom, ask for a document camera, not an Elmo.*

In addition it was reported that online students did not receive direction on how to begin their online course as was done previously. ISIT has asked that this practice be reinstated and Bonnie Suderman is looking into generating something through BanWeb.

Union Update

A written report from CCA representative, Lora Larkin, was read by Corny Rodriguez.

CCA is currently calling for nominations for the upcoming election for a BC Chair, 2 full-time faculty representative, and 1 part-time faculty representative. Nominations close October 14. Anyone who is interested should contact Katherine Hairfield.

The next Board of Trustees meeting will be held on Thursday, October 6 at 1:30 p.m. This may be the last chance faculty have to show their presence and support to the Board to get back to negotiations and not toward fact-finding. The latest word is that the District attempted to cancel the mediation session scheduled for October 24 to go straight to fact-finding, but the mediator would not allow the cancellation.

There have been a few concerns about the process of handling the student evaluations, especially with regard to the faculty having access to the hand-written comments at the end of the semester which may imply that the evaluation are not in fact, "anonymous" as is currently stated in the instructions to the students. CCA, in conjunction with the administrators, are currently working on standardized language to more accurately present information about this part of the process to our students. We should be getting an email out to the faculty sometime this week.

Enrollment Management

Michael Korcok met with Nan Gomez-Heitzeberg and they have set a meeting date for October 19. The committee will discuss moving the purging of waitlists closer to the census date, developing criteria for deciding how and when seats will be added to classes and managing FTES. Michael asked Senators for additional topics that they would like Enrollment Management to address. There was a request to discuss how to ensure there are enough courses available for students to transfer.

In response to the Senate discussion of September 21, Nan confirmed that selected courses were allowed to add seats and others could not. This decision was strategic and based on success and retention rates. It was noted that the inconsistency of adding students this fall was discussed at FCDC. It was also noted that if each section were to add one student then the college would exceed its target.

Articulation/Transfer

Sue Granger-Dickson reported that CSU and UC application periods are open. The Counseling Department is holding workshops to assist students with applications and personal statements. Sue asked faculty to encourage students to attend.

Anyone interested in serving on the Transfer Advisory Committee should contact Sue. Sue also reported that the state chancellor's office expects that all community colleges will develop transfer model curriculum for the top 20 majors. BC currently has three developed for Communication, Psychology and Sociology.

OPPORTUNITY TO ADDRESS THE SENATE

There were no requests to address the Senate.

ADDITIONS TO THE AGENDA (*must be added with a 2/3 vote of members present*)

There were no additions to the agenda.

COMMITTEE APPOINTMENTS

A motion was made to approve the committee appointments as presented. M/S/C: Carter/Stallworth

UNFINISHED BUSINESS

Grade Change

Corny has contact Greg Chamberlain about providing a response to the Senate on this issue. Dr. Chamberlain has indicated that he does intend to respond; however, he is still gathering information on the matter. Senators asked Corny to put the request for a response in writing.

KCCD Strategic Plan

Corny reported that he presented the Senate's concerns to District Consultation Council (DCC). Porterville and Cerro Coso Senate's have yet to meet. The Bakersfield College Academic Senate feedback will be taken into consideration along with those from Porterville and Cerro Coso at the next DCC meeting on October 25. Senators asked Corny to provide their feedback and concerns to the Academic Senates at Porterville and Cerro Coso.

Catalog Task Force Charge

Sue Granger-Dickson provided an updated version of the task force's charge. It reads as follows:

The Bakersfield College Academic Senate Catalog Task Force reviews the current Bakersfield College Catalog:

- *To ensure that content related to curriculum, degree and certificate requirements, and grading policies are included, accurate, and approved;*
- *To make suggested changes to improve readability and to follow the practices of standard English; and*
- *To make suggested changes to help students and the community better navigate and understand the document.*

A motion was made to have an emergency vote on this proposal. M/S/C: Korcok/B. Kelly.

A motion was made to approve the charge as presented. M/S/C: Gerhold/Guidry.

NEW BUSINESS

Integrated Collegewide Planning

Kate Pluta began discussion by stating that planning occurs in many places on campus, but we do not always document those efforts or integrate the components. Kate asked Senators what integrated planning looks like. She then directed Senators to a grid with a 1-5 scale with Culture (Reactive to Proactive Organization) on one side and Resources (Limited Resources Environment to Ample Resources Environment) on the other and asked where Senators thought Bakersfield College was on the scale. Most of those that responded felt BC is in the Reactive Organizational Culture Operating in a Scarce to Limited Resource Environment quadrant but also indicated many processes are improving. There was one respondent that felt if we were to look back a few years compared to where we are now, BC has improved with such things as the Budget Committee, the Catalog Committee and the Co-Chair Committee, all indicating the culture is shifting at BC. Organizational change does not happen quickly and we

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should take time to recognize the progress that has been made. There were many comments that being proactive is critical, but that being able to react quickly to changing circumstances and factors we cannot control is also important. BC needs to create a structure that allows the college to anticipate future problem solving opportunities. We need integrated planning so that we look at how decisions affect all areas of the college. Although we have in place the new Annual Program Review process, budget criteria and collegewide committee reports, we need to test these processes for their effectiveness.

What is “integrated collegewide planning?”

Senators expressed the need to have a single location where information is stored and a single person to maintain that documentation. The unit plans have typically contained the information but once they are compiled into the Educational Master Plan very few people look at them all together. Additionally, the Institutional Effectiveness Committee was initially intended to have a dollar amount that could be allocated for the identified priorities in the unit plans. Committees and documentation of activities has changed; however, the procedures and policies that are outlined are sometimes bypassed and not followed. It is hoped that the budget criteria and the new Annual Program Review process will resolve that issue. It was noted that not all planning efforts require funding.

What would you like it to look like?

Planning is a huge task and with so many people involved it can be cumbersome. There were many opinions expressed, such as respecting the documents and policies that are in place, funding should follow the priorities that are set, reducing the number of priorities and goals, and not letting the district dictate the college goals. The first question should be if what we do helps students.

Kate read the first paragraph of the Accreditation Standards, *“The primary purpose of an ACCJC-accredited institution is to foster learning in its students. An effective institution ensures that its resources and processes support student learning, continuously assesses that learning, and pursues institutional excellence and improvement. An effective institution maintains an ongoing, self-reflective dialogue about its quality and improvement.”* Bakersfield College does assess learning through SLOs. We also need to evaluate the processes to address institutional excellence and improvement.

It was decided that the Senate would address two remaining questions at the October 19 Senate meeting. What role does the Senate have in this process? And, is the Senate’s role accurately represented in the Decision Making Document? Senators should seek input from their departments and be prepared for discussion.

2011-12 Senate Goals

Kimberly Hurd presented the proposed goals. The goals were written to link with colleges and the 10+1 is listed as a reminder to the Senate’s purpose. Senators should share the proposed goals with their departments and be prepared to vote at the next meeting.

Written Procedures for Skills Pre-requisites (Gerhold)

Regulations have been changed that allow Curriculum Committees to approve reading, writing and math skills pre-requisites for courses other than these classes. In the past, that was possible but it required statistical analysis of student success in the course. Now it can be required without that statistical data. With the pre-requisite listed students cannot enroll in the course without completing it.

Nan Gomez-Heitzeberg has asked the Senate to work on written procedures for how we will apply pre-requisites rather than simply relying on content review to justify. A document created by Sue Vaughn, Kimberly Van Horne and Dawn Dobie lists the skills that each of the reading, writing and math courses address. John Gerhold will send this document to the Senators for reference. Additionally, the written procedures need to address how many levels below transfer will the college offer and how the college will deal with student assessment. The process needs to be clear and consistent for students.

There was concern expressed about how the use of pre-requisites could improve success rates but could significantly reduce enrollments. The college is focused on student success, so it seems logically to focus our efforts on those most likely to succeed. There is no longer a seat for every student who wants to enroll. It was noted that pre-requisites will not solve student success issues as study and research skills are also an integral part of success.

KCCD Curriculum Council

Senators will receive at the next meeting, a draft proposal for forming a District Curriculum Council. Membership will consist of the three college Curriculum Committee faculty chairs, college Vice Presidents and others.

GOOD AND WELFARE AND CONCERNS

ADJOURNMENT at 5:05

Respectfully Submitted,
Jennifer Marden

ACADEMIC SENATE of BAKERSFIELD COLLEGE

October 19, 2011, 3:30 P.M.
Collins Conference Center

UNAPPROVED MINUTES

PRESENT: Bill Moseley (EB); Kate Pluta (EB); Leah Carter (EB); Matthew Morgan (EB); Michael Korcok (EB); Wesley Sims; (EB); Kimberly Hurd (EB); Rick Brantley (EB); Anna Poetker; Bill Kelly; Bill Moseley; Christian Zoller; Jeannie Parent; Kathy Freeman; Klint Rigby; Kris Stallworth; Lisa Harding; Melinda Fogle; Nancy Guidry; Nick Strobel; Shane Jett; Sue Granger-Dickson; Susan Pinza; Brent Damron; Phil Whitney; DeAnn Sampley; Jason Stratton; Terry Meier

ABSENT: Corny Rodriguez (EB); Bill Barnes (EB); John Gerhold (EB); Gayla Anderson; Marsha Eggman; Maria Perrone; Patrick Fulks; Janet Tarjan

CALL TO ORDER

The meeting was called to order at 3:37

REVIEW OF THE MINUTES

A motion was made to approve the minutes as presented. M/S/C: B. Kelly/?

REPORTS

President's Report (Korcok)

Michael Korcok reported that Corny is at conference so he will be chairing the meeting. Election results for department chairs have been confirmed by the Executive Board and those results have been forwarded to the President. Those interested in the specific vote counts should contact Jennifer Marden in the Senate office. Michael welcomed two new Senators: Patrick Fulks from Biology and Janet Tarjan from Math. Michael noted that in the coming weeks, the Senate will be asked to review new Title 5 language with respect to the census date and the last date to withdraw with a W. Volunteers were requested to work with Corny on reviewing and possibly revising the Senate Constitution and Bylaws. Terry Meier volunteered.

ASC (Pluta)

Kate reported that Jennifer Jett from the English department has been selected as the Self Study Editor.

Curriculum (Moseley)

Bill reported that CurricUNET is still not fully functioning. The Curriculum Committee is working quickly to process curriculum update requests so those courses can be taught in the spring. There are nearly 100 courses that still need to be updated.

Union Update

Lora Larkin reported by email that CCA is conducting an election for Campus Chair. A CCA representative should be able to attend Senate meetings soon.

Student Representative (Domo)

Danitza asked on behalf of a student for the Senate to consider support a change to the Certificates of Completion. The request is to change the wording, "Satisfactorily Completed" to "Successfully Completed."

Enrollment Management

Michael reported that the committee met and will be recommending changes to the committee charge. The committee also set three goals for the year: to establish criteria to guide enrollment management in growth, freeze and reduction environments; to act as a more effective clearinghouse for enrollment information and projections; and to operationalize the committee's advice and guidance in enrollment management policies and decisions.

In response to concerns raised at previous Senate meetings, the committee will also discuss moving the waitlist purge date closer to the census date. Waitlists for online courses will need to be addressed at a districtwide level. Enrollment Management will consider the availability of transfer level courses when making decisions. Nan Gomez-Heitzeberg clarified that there will be no new sections beyond the ones have already been authorized – FTE targets will be met by increasing class sizes where possible.

Articulation/Transfer

We have articulated close to 30 new general education courses with UC Berkeley. If you or anyone in your department wishes to articulate a course or submit their course for C-ID submission, please have them contact me.

OPPORTUNITY TO ADDRESS THE SENATE

Michael McNellis: BCOUGH (Bakersfield College Organized and United for Good Health)

Michael distributed a draft survey regarding the current smoking policy on campus. The survey results will guide BCOUGH in addressing this policy for the future. Senators were asked to review the survey, share with their constituents and forward any feedback directly to Michael McNellis.

There was concern expressed about criminalizing those that smoke and projecting an image of Public Safety employees solely as ticket writers rather than protectors of students and the campus community. SGA representative, Danitza Romo, emphasized that the committee is not looking to criminalize smoking on campus, but rather to develop a policy that is in the best interest of students. It was also noted that writing tickets or fining those who violate the policy does not criminalize them any more than writing a parking ticket does. It was suggested that if it is decided penalties will be imposed, posted signs should also indicate that violators will be cited.

Michael referred Senators to AB795 for details. The bill can be found at http://www.leginfo.ca.gov/pub/11-12/bill/asm/ab_0751-0800/ab_795_bill_20110906_enrolled.pdf

ADDITIONS TO THE AGENDA (*must be added with a 2/3 vote of members present*)

There were no additions to the agenda.

COMMITTEE APPOINTMENTS

A motion was made to approve the committee appointments as presented. M/S/C: Carter/

UNFINISHED BUSINESS

Grade Change

Michael Korcok read aloud Greg Chamberlain's response to the Senate resolution regarding this issue. Senators questioned why the President chose to leave the grade as it is currently recorded if he is dissatisfied with that decision. There were several concerns raised with proposed committee to review situations as the one from last year. The primary concern was how the committee would be notified in the case of a grade change since it could be changed by an Administrator without notification to the faculty member or the committee. It is not clear how the committee would prevent a similar situation in the future.

It was decided that Corny would send the response electronically for Senators to read and share with their respective departments. Senators should be prepared for further discussion at the next Senate meeting.

KCCD Strategic Plan

Senators received a letter from Pam Boyles, English Department Chair, in response to the strategic plan, specifically addressing concerns regarding Objectives 1.1 and 1.2.

Integrated Collegewide Planning

Kate Pluta distributed a page from the Decision Making Document that illustrates the decision making process at Bakersfield College and the ACCJC Rubric for Evaluating Institutional Effectiveness – Part II: Planning. Kate reviewed the rubric explaining that Bakersfield College is, for the most part, in the Sustainable Continuous Quality Improvement stage. There was discussion about the decision making chart and concern about the image not having arrows between standing committees, governance groups, employee groups and operational groups. Without the arrows it seems there is not communication between these groups which is not an accurate representation of the process.

2011-12 Senate Goals

A motion was made to approve the goals as presented. M/S: ?/?

Discussion followed on Goals 4 and 7 regarding how these will be measured. Specifically, which mechanism will support the mission, vision and values of Bakersfield College and how will the Senate ensure the college demonstrates it values diversity. It was suggested to refer Goal 7 to EODAC and let that committee outline how the goal should be met. It was decided that the Goals could be approved without knowing how they will be met ahead of time.

Stratton called the question. The motion carried unanimously.

Written Procedures for Skills Pre-requisites (Gerhold)

Senators were given a document outlining the skills associated with each reading, writing and math course below transfer level.

KCCD Curriculum Council

A proposal for a districtwide Curriculum Council was presented. It was noted that this group would replace ACES (Advisory Committee for Educational Services). A proposal from the Chancellor was presented to all three senate presidents. The membership would include 3 Curriculum Chairs; 3 Articulation Officers; 3 Vice-presidents and the Vice-Chancellor, Educational Services. The purpose of the committee is:

The KCCD Curriculum Council will provide leadership in ensuring consistent implementation of California community Title V regulations and KCCD policies regarding curriculum across the district. This Council will not replace the College Curriculum Committees, but rather support them by providing a district forum for finding solutions and for sharing best practices. This Council will also provide a venue for reviewing new and pending regulatory language in Title V which impacts curriculum. The committee will serve in an advisory capacity in regards to continued CurricUNET refinement.

Senators should share this proposal with those they represent and be prepared for discussion at the next Senate meeting.

NEW BUSINESS**EODAC Proposal: Faculty Screening Committee Training (Morgan)**

Matthew Morgan presented a change proposal to address the faculty screening committee training done by EODAC and Human Resources. Senators should share this proposal with those in their departments and be prepared for discussion at the next Senate meeting.

Time of Board of Trustees Meetings (Guidry)

Nancy Guidry noted that Board of Trustees meetings are typically held at 2pm in the afternoon. In reviewing the Strategic Plan, Goal 6 is to “respond to community needs” yet 2:00 p.m. is a time when students, faculty and the community at large are less likely to be available. It seems a late afternoon or evening meeting time would be more in the interest of those the Board members serve. It was suggested that Senators discuss this issue with those they represent and be prepared for discussion at the next Senate meeting.

GOOD AND WELFARE AND CONCERNS**ADJOURNMENT at 5:11**

Respectfully Submitted,
Jennifer Marden