**ACADEMIC SENATE of BAKERSFIELD COLLEGE**

**April 30, 2017 – 3:30 p.m.**

**Collins Conference Center**

APPROVED MINUTES

**PRESENT:** Karimeh Amin, Gayla Anderson, Sarah Baron, Barbara Braid, Brent Damron (by proxy), Victor Diaz, Michael Fredenberg, Matt Garrett (EB), John Giertz (EB), Steven Holmes (EB), Jeff Huston, Qiu Jimenez, Jennifer Johnson (EB), Matt Jones, Bill Kelly, Charles Kim (EB), Dan Kimball, Kurt Klopstein, Ishmael Kimbrough, Alisha Loken, Robby Martinez Richard Marquez (EB), Teresa McAllister, Susan McQuerrey, Kimberly Nickell (EB), Laura Peet, Ganae Romo (SGA), Deborah Rosenthal (EB), Lawrence Salcido (SGA), Glenn Samples, Kris Stallworth, Neal Stanifer, Phil Whitney, Jessica Wojtysiak (EB)

**ABSENT:** Carl Dean-excused, Ron Grays, Di Hoffman (EB)-excused, Lisa Harding (EB), Shae Johnson, David Koeth (EB), Chad Newton, Klint Rigby, Reggie Williams

**CALL TO ORDER**

The meeting was called to order at 3:33p.m.

**GOOD, WELFARE AND CONCERNS**

Connie Gonzales’ grandmother passed away.

**OPPORTUNITY TO ADDRESS THE SENATE**

There were no requests to address the Senate.

**ADDITIONS TO THE AGENDA**

There were no additions to the agenda.

**REVIEW AND APPROVE THE MINUTES**

Academic Senate Minutes of March 8, 2017

***\*\*A motion was made to review and approve the Academic Senate Minutes of March 8, 2017, M/S/C: Kelly/Stanifer; motion passed unanimously.***

Senate Minutes of April 27, 2017

***\*\*A motion was made to review and approve the Academic Senate Minutes of April 27, 2017, M/S: Kelly/McQuerrey; motion passed unanimously.***

**SENATE ORIENTATION**

Each member received a welcome packet that contained the following information:

1. Officers/Senators reference list
2. Meeting calendar
3. Proxy form
4. Charge
5. Sample agenda
6. Motions summary chart/Robert’s Rules of Order
7. Website reference
8. Dues/donation form
9. Standing committee faculty appointments list
10. Guide to effective Senate Proposal for Change
11. Committee request form
12. Glossary of terms
13. Acronyms

The purpose of the Academic Senate is to provide the means to represent faculty in the formation and implementation of policy on academic and professional matters.

The primary responsibilities of a Senator is to communicate business items and other concerns between her/his discipline area and the Senate. If there is a business item/concern that may need to be reviewed by the Senate it should go first to the Executive Board.

If you are unable to attend a meeting, please send a proxy in your place.

**SENATE PRESIDENT REPORT**

District Consultation Council (DCC)

The council has been expanded to include more district representation.

More than $15 million has been stolen from the clearing accounts owned by KCCD and the KCSOS; all but $7 million has been replaced. It is not clear exactly how the money was recovered; however, KCCD is taking the stance that blame lies with KCSOS.

Mandatory reporting (BP 7770) was reviewed and dismissed.

Admin Structure

The Senate did not support an increase in deans without the opportunity to further discuss the realignment and reporting structure; however, the administration moved forward with three new dean positions. The 2017-18 Administrative Structure is posted to the Senate website as well as the College President’s website: <https://www.bakersfieldcollege.edu/president>

Engineering & Industrial Technology (EIT) Re-Org

Nan Gomez-Heitzeberg, Vice President will be meeting with Jason Dixon and Klint Rigby within the next two to four weeks to follow-up on this item.

Allied Health Re-Org

The admin restructure did address some areas of this reorg and the remainder will be followed up between the dean and department chair.

Catalog Rights

Catalog rights will be limited to five years (formerly no date of expiration).

Announcements

Participatory Governance workshop is scheduled for November 28th (3-5pm).

**AIQ** (Wojtysiak)

*Report tabled to 9/27*

To find out details of the Accreditation work, please visit the website:

<https://www.bakersfieldcollege.edu/accreditation>

The Accreditation leads are Liz Rozell and Jason Stratton.

**ASSESSMENT** (Hoffman)

*Report tabled to 9/13*

**BUDGET** (Holmes)

*Report tabled to 9/13*

The DO (District Office) is moving forward with hiring five positions in which the Senate does not support.

**CURRICULUM**(Johnson/VACANCY)

*Report tabled to 9/27*

The Curriculum committee is in need of a second co-chair to complete the 2-year term of 2018.

The first training session is scheduled for Sept. 7th.

**EMC**(Koeth)

*Report tabled to 9/27*

**EODAC** (VACANCY)

*Report tabled to 9/27*

EODAC is in need of a co-chair to complete the 2-year term of 2019.

**ISIT** (Marquez)

*Report tabled to 9/13*

**PROFESSIONAL DEVELOPMENT** (Giertz)

*Report tabled to 9/27*

**PROGRAM REVIEW** (Nickell)

*Report tabled to 9/27*

The first training session is scheduled for Sept. 5th in Library 149 from 4-5pm.

**VICE PRESIDENT** (VACANCY)

The Senate is in need of a Vice President to complete the 2018 term.

**TREASURER** (Kim)

Senate shirt fundraiser

* + Order by October 5th
	+ Delivery by October 30th

Donation forms are located on the Senate website.

**SECRETARY** (Garrett)

Retirees Kathy Rosellini and Joyce Kirst both sent cards to update us on their retirement status, which is going well.

**ASCCC** (Rosenthal)

*Report tabled to 11/29*

Please support our ASCCC Delegate by reviewing and voting on the resolutions that will be at this year’s Plenary.

**CCA** (Greenwood)

No report.

**BCSGA** (Romo/Salcido)

Senator Jean Fuller to speak at BC on Sept. 23rd

Assemblyman Vince Fong to speak at BC on Sept. 25th

Renegade Pantry

The pantry is in need of donations (money, non-perishable food, clothing, blankets, toiletries, etc.)

KC Fair

Discounted tickets are available for students, faculty and staff.

For more information visit the BCSGA websites:

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

<https://www.bakersfieldcollege.edu/studentlife>

**FACULTY APPOINTMENTS**

Standing Committee Appointments

***\*\*A motion was made to approve the all the Faculty Standing Committee appointments for the 2017-18 academic year, M/S: McQuerrey/Stanifer; motion passed unanimously.***

Screening Committee Appointments

There were no screening committee appointments to review.

**UNFINISHED BUSINESS**

1. **Institutional Review Board (IRB)** (Holmes)

*Description: The intent of an IRB committee is to have a consistent process for vetting and responding to research requests. IRB committee members at this institution will guide such processes as publishing internal research, collaborating on research with outside institutions, assisting in the completion of graduate work for employees and with undergraduate research with the purpose of protecting research participants and providing information and/or data as necessary. Furthermore, as some institutional grants (e.g., NSF) may require inclusion of an institutional Federalwide Assurance Number (FWA), our committee will be able to provide assurance of our certification that our institution has an active IRB in place.* ***E-Board approved 3/29/17***

***\*\* A motion was made to approve the IRB, M/S: Stanifer/Kelly; motion passed unanimously.***

1. **Guided Pathways** (Holmes)

*Description: detailed description is located on the website link:*

[*https://www.bakersfieldcollege.edu/president/aacc-guided-pathways*](https://www.bakersfieldcollege.edu/president/aacc-guided-pathways)

The following list is a DRAFT of Completion Coaching areas

Agriculture/Nutrition/Culinary

Arts & Humanities

Business

Education

Health Services

Industrial & Transportation Technology

Public Safety

Social/Behavioral/Human Services

STEM

Personal & Career Exploration

There has been some confusion on the terminology used to reference the pathways; *meta majors* is the term that came from the book Redesigning America’s CCC. The Senate agreed to recommend a new name and present to the Pathways committee.

1. **Dual Enrollment Task Force** (Holmes)

*Description: A Task Force was created to develop policies/procedures for Dual Enrollment. Draft handbook and Task Force Recommendations have been posted to the Senate website:* [*https://committees.kccd.edu/bc/committee/senate*](https://committees.kccd.edu/bc/committee/senate)

1. **BP Chapter 2-Board of Trustees** (Holmes)

Board Policies will be transferred over to a new template that is used by CCLC.

This item was approved at DCC and will move forward to the BOT, with the exception of the proposed changes by the Senate.

1. **BP Chapter 7-Human Resources** (Holmes)

This item was approved at DCC and will move forward to the BOT

**NEW BUSINESS**

1. **Senate Goal Report** (Holmes)

FIRST READ

Senate Goals are reviewed annually.

1. **Senate Program Review** (Holmes)

INFORMATIONAL ITEM

This annual report is due October 5th.

1. **Senate Strategic Directions** (Holmes)

INFORMATIONAL ITEM

This bi-annual report is due in November.

1. **Committee Charge Review** (Holmes)

All committees are to review their charge at the start of each academic year.

1. **(WARBA) Workgroup to Advance Regional Baccalaureate Attainment** (Garrett)

FIRST READ

This is a workgroup (task force), which will foster high school student preparation, BC transferability to CSU and UC institutions, and track statewide efforts to extend baccalaureate degrees. The leads on WARBA will be Janet Fulks and Matt Garrett.

**ANNOUNCEMENTS**

Kern County College Night, Sep. 11th

BOT meeting, Sep. 14th

ASCCC Area A meeting, Oct. 13th

ASCCC Fall Plenary, Nov. 2-4th

Participatory Governance Workshop, Nov. 28th

**ADJOURNMENT**

The meeting was adjourned at 4:55 p.m.

Digitally signed by T.Perry

Meeting minutes recorded by T.Perry