# MEMBERSACADEMIC SENATE MINUTES- Draft for approval

November 8, 2023; 3:30 p.m.

Renegade Event Center

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Voting Members | | | | | |
| President | Erica Menchaca\* | Present | Library/Ac. Tech. | Faith Bradham | Present |
| Vice President | Matt Andrasian-Jones | Present | Math-1st | Donna Starr | Absent |
| Secretary | Paula Parks | Present | Math-2nd | Andrea Bridges | Present |
| Treasurer | Teresa McAllister | Present | Nursing-1st | Alisha Loken | Present |
| ASCCC Delegate | Lisa Harding | Present | Nursing-2nd | Malissa Buggs | Present |
| Adjunct Rep – 1st | Debra Thorson | Present | Performing Arts | Robby Martinez | Absent |
| Adjunct Rep – 2nd | Justin Bell | Present | Philosophy | Anna Collins | Present |
| Agriculture | Heather Baltis | Absent | Physical Science-1st | Wade Ellis | Present |
| AH (HEIT/Rad Tech) | Crystal Rodriguez | Present | Physical Science-2nd | James McGarrah | Present |
| AST | VACANT |  | PSTP | Don Brady | Present |
| Art | Kristopher Stallworth | Present | Social Science-1st | R. Allen Bolar | Present |
| Behavioral Science/CJ-1st | Charles Daramola | Absent | Social Science-2nd | Misty Stowers | Absent |
| Behavioral Science/CJ-2nd | Kristin Maytubby | Present | Non-Voting Members | | |
| Biology-1st | VACANT |  | Past President | Nick Strobel | Present |
| Biology-2nd | Ann-Marie Hodge | Present | AIQ Chair | Grace Commiso | Present |
| Business Education | Rudy Menjivar | Menjivar | Assessment Chair | Rebecka Zepeda | Absent |
| Communication-1st | Michael Korcok | Present | Bookstore Chair | Michael McNellis | Present |
| Communication – 2nd | Matthew Maddex | Present | Budget Chair | Steven Holmes | Absent |
| Counseling-1st | Cynthia Zamora | Present | Curriculum Chair | Michelle Hart | Absent |
| Counseling – 2nd | Sarah Villasenor | Present | Curriculum Chair | Scott Dameron | Present |
| Education | Bill Chapman | Present | EMC Chair | Krista Moreland | Absent |
| EMLS | Michael Westwood | Present | EODAC Chair | Gilbert Ayuk | Present |
| Engineering | Steve Brown | Present | Equivalency Chair | Kimberly Bligh | Absent |
| English-1st | Savanna Andrasian-Jones | Present | Facilities Chair | Pam Kelley | Absent |
| English-2nd | Shane Jett | Present | ISIT Chair | Bill Moseley | Present |
| English-3rd | Gloria Naso-Dumler | Absent | PDC Chair | Bernadette Towns | Absent |
| FACE | Melissa Ysais | Present | PRC Chair | Kimberly Nickell | Present |
| Foreign Language/ASL | Lourdes Aboytes | Present | Scholarship Chair | Laurel Mourtzanos | Absent |
| Industrial Technology | Klint Rigby | Present | Safety Chair | Roy Allard | Present |
| Kinesiology, H&A-1st | Carl Dean (Goodman) | Present | BSGA Rep | Raya Arafah | Present |
| Kinesiology, H&A-2nd | Zack Peters | Present |  |  |  |

*Votes only in tie\**

# PROXIES/GUESTS

Kristin Maytubby (proxy for Charles Daramola), Dillion Giblin (proxy for Donna Starr), LeAnn Riley (proxy for Heather Baltis), Allen Bolar (proxy for Misty Stowers), Bill Chapman (proxy for Teresa McAllister)/Calvin Yu, Jessica Wojtysiak, Somaly Boles, Fidel Cubera, Ann Tatum, Ryan Carter, Joseph Amaya, Marcos Rodriguez, Justin Burhow

# CALL TO ORDER

The meeting was called to order at 3:31pm.

*All documents referenced herein are located on the* [*Academic Senate website.*](https://committees.kccd.edu/bc/committee/senate)

# ROLL CALL

Roll was taken; quorum was met.

# GOOD, WELFARE, AND CONCERNS

* Norma Rojas-Mora’s daughter was killed in a car accident early Monday morning.
* [Men’s Soccer Team clinches 4th WSC Title](http://www.gogades.com/sports/msoc/2023-24/releases/20231114qignf1) with 5 game winning goals.

# OPPORTUNITY TO ADDRESS THE SENATE

*At this time, the public may address the Academic Senate on any matter within the subject matter jurisdiction of the Academic Senate that is on the agenda or not on the agenda.*

*Each speaker will be allowed a maximum of three (3) minutes. Fifteen (15) minutes shall be the maximum time allotment for public speakers regardless of the number of speakers at any one (1) Senate meeting. At the discretion of a majority of the Senate, these times may be extended. Each person who addresses the Senate must first be recognized by the Academic Senate President or designee. Comments should be addressed to the Senate as a whole and not to individual members. Members of the Senate are not obligated to comment on, or respond to, or address comments by the public. Written statements are posted to the Senate website.*

* Agenda Item Public Statements
* Non-Agenda Item Public Statements

There were no requests to address the Senate.

# ADOPTION OF THE [AGENDA](https://committees.kccd.edu/sites/committees.kccd.edu/files/11-08-23%20Academic%20Senate%20Meeting%20Agenda_0.pdf) *(Addition of items that require immediate action, which did not come to the attention of the Senate until after the agenda was posted requires 2/3 vote of members present)*

***M/S/C: (Bradham/Ysais) moved to adopt the Agenda; motion carried.***

**CONSENT ITEMS**

Approval of the Minutes

[October 25, 2023](https://committees.kccd.edu/sites/committees.kccd.edu/files/AS%20Unapproved%20Minutes%2010_25_2023.pdf) – the minutes are pulled from Consent.

***M/S/C: (Maddex/Ysais) moved to approve the minutes as corrected; motion carried.***

Faculty Appointments

* Standing Committee Appointments: [list of November 8th, v7](https://committees.kccd.edu/sites/committees.kccd.edu/files/VI-B%20Academic%20Senate%20Standing%20Committees%2011-08-2023.pdf) (approved list will be circulated to committee chairs)
* Screening Committee Appointments: [Biology Instructor, Nursing Instructor](https://committees.kccd.edu/sites/committees.kccd.edu/files/VI-B%20Faculty%20Appointments%20for%20Screening%20Committees%2011-08-2023%20.pdf) (approved list will be sent to HR & VPI office)
* Task Forces, Liaisons, other groups: [list of November 8th](https://committees.kccd.edu/sites/committees.kccd.edu/files/VI-B%20Appointments%20for%20Task%20Forces%2C%20Liaisons%2C%20other%20groups%2011-08-2023.pdf) (approved list will be circulated to committee chairs)
* [Librarian Evaluation Form Task Force](https://committees.kccd.edu/sites/committees.kccd.edu/files/VI-B%20Appointments%20to%20CCA%20Librarian%20Evaluation%20Forms%2011-08-2023.pdf) – CCA report from 10/25 requested a rep to serve on the committee (approved list will be circulated to committee chair)

Committee Charges

* + [Facilities & Sustainability Committee Charge](https://committees.kccd.edu/sites/committees.kccd.edu/files/VI-C%20Facilities%20Sustainability%20Charge%20Revision%20Fall%202023.pdf)
  + [Safety Advisory Committee Charge](https://committees.kccd.edu/sites/committees.kccd.edu/files/VI-C%20Safety%20Advisory%20Committee%20Charge%20Revision.pdf)
  + [Scholarship Committee Charge](https://committees.kccd.edu/sites/committees.kccd.edu/files/VI-C%20Scholarship%20Committee%20Charge%20proposed%20revision.pdf)

## M/S/C: (Maddex/McGarrah) moved to approve consent items; motion carried.

**PRESENTATIONS**

Finance & Administration Services Introductions (Yu)

Vice President Calvin Yu introduced the management leads of the FAS department.

* Joe Grubbs, Director of College Safety provided parking updates, changing staff scheduling, new Assistant Director is Carlos Rios and Grubbs is Co-Chair of Safety Committee.
* Somaly Boles, Budget Analyst informed the teams is currently planning for next year’s budget. Work with Dean; Grant are truing up at this time; Program Review happening now.
* Marcos Rodriguez, Director of Maintenance & Operations shared construction updates about Delano, BCSW, and Arvin; new M&O Manager is Justin Burhow, new goal is to push out information/communication to each instructional location so staff & students aware of status.
* Fidel Cubera, Food Service Manager introduced Joeseph Amaya (oversees catering) and Ryan Carter (oversees Food Service operations) explained they are working on new menus that align with per diem, accommodating the dietary restrictions and allergies. Also, revamping Starbucks into a bistro style coffee shop.

Vision/Mission/Values (Commiso/Wojtysiak)

Grace Commiso presented the [Mission/Vision/Values proposed revisions](https://committees.kccd.edu/sites/committees.kccd.edu/files/VII-B%20AIQ%20-%20Misson%2C%20Vission%2C%20%26%20Core%20Values%20Review%20Fall%202023.pdf). This item is reviewed every three (3) years and is under the prevue of College Council and the College President. Its review was delegated to AIQ. This is not a voting item, but an informational item.

There was discussion over the language and clarification of word choices. Feedback is welcome from all committees.

**PRESIDENT REPORT (Menchaca)-** [written report](https://committees.kccd.edu/sites/committees.kccd.edu/files/VIII-A%20AS%20President%20Report%2011-08-2023.pdf)

Note: a **Special Senate Meeting to take place on November 22, 2023** with the purpose of choosing confidential constituent meetings with Chancellor candidates.

**OFFICER REPORTS**

* Vice President (Andrasian-Jones)
* Treasurer (McAllister)
* Secretary (Parks)
* ASCCC Delegate (Harding) –verbal report: update on resolutions and reminded to contact her with any concerns.
* SGA Report (Arafah)
* CCA Report (Tatum)

# COMMITTEE REPORTS

* AIQ (Commiso)
* Assessment (Zepeda)
* Bookstore Advisory (McNellis) – verbal report: TBD will go away within 48 hours; moving Print Shop to bookstore.
* Budget (Holmes)
* Curriculum (Hart/Dameron) – [written report](https://committees.kccd.edu/sites/committees.kccd.edu/files/IIX-E%20Curriculum%20Committee%20Report%2011-08-2023.pdf)
* DEI (Silva)
* EODAC (Ayuk) - [written report](https://committees.kccd.edu/sites/committees.kccd.edu/files/IIX-E%20EODAC%20Co-Chair%20Report-10-27-2023_0.pdf)
* Equivalency (Bligh)
* Facilities & Sustainability (Kelley)
* ISIT (Moseley) – [written report](https://committees.kccd.edu/sites/committees.kccd.edu/files/IIX-E%20ISIT%20Committee%20Report%20-%2011-06-2023.pdf)
* Professional Development (Towns)
* Program Review (Nickell) - [written report](https://committees.kccd.edu/sites/committees.kccd.edu/files/IIX-E%20Program%20Review%20Committee%20Report%20to%20the%20Academic%20Senate_11_08_2023.pdf)
* Safety Advisory (Allard)
* Scholarship (Mourtzanos)

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# TASK FORCE/AD HOC/LIAISON & OTHER COMMITTEE REPORTS

* AB 928 (Hart) – [written report](https://committees.kccd.edu/sites/committees.kccd.edu/files/IIX-F%20BC%20AB%20928%20Task%20Force%20Senate%20Report%2011-08-23.pdf)
* AB 1705 (Lewis)
* Accessibility & ADA (Cruz-Boone)
* CPL (Nickell) [– written report](https://committees.kccd.edu/sites/committees.kccd.edu/files/IIX-F%20CPL%20Report%20to%20the%20Academic%20Senate_11_08_2023.pdf)
* CTE Liaison (Rigby)
* District EEO (Acosta)
* Early College Faculty Mentors (Loken)
* OER Liaison (Butcher)
* Racial Climate (Parks)
* Rising Scholars Liaison (Hirayama)

# UNFINISHED BUSINESS

# [Faculty Handbook Task Force Charge](https://committees.kccd.edu/sites/committees.kccd.edu/files/IX-A%20BC%20Faculty%20Handbook%20Task%20Force%20PROPOSED%20v2.pdf) – proposed changes [Action]

# *M/S/C: (Maddex/Bell) moved to approve the task force; motion carried [primary motion].*

# *M/S/C: (Bell/Hart) moved to amend the motion replacing “to” with “will” and use lower case “R” in reassemble; motion carried.*

# *M/S/C: (Maddex/McGarrah) move to correct “task force” making it two separate words; motion carried.*

# The Task Force Charge will move forward to College Council for review/approval (due to the committee membership – admin member).

**NEW BUSINESS**

Department Name Change: Library to Library & Academic Technology [Discussion]

*Description: Proposed by Faith Bradham, update the department name to include Academic Technology so it can be officially recognized as a part of the department.*

This item was a 1st Read and will be an Action item at the next meeting.

Review of the Guidelines for Change (from 2007)[Discussion]

*Description: Review guidelines that were established in 2007; the purpose of this document is a guide to follow format wise.*

This item was a 1st Read and will be an Action item at the next meeting. Discussion took place over the reason the guidelines were created and how it should be updated. The guidelines provides a consistent process when proposing changes or new items to Senate (similar to a committee charge template).

# ANNOUNCEMENTS

* Fall Plenary (November 16-18 in Costa Mesa, CA)
  + [ASCCC Event Calendar](https://www.asccc.org/calendar)
* State AB 928 Implementation Task Force Public Meeting (November 20, 9a.m.-5p.m.)
* BC Employee Holiday Party (November 30, 11:45a.m.-1:45p.m.)

# NEXT MEETING – November 29, 2023

# ADJOURNEMNT

## M/S/C: (Ysais/S. Andrasian-Jones) moved to adjourn the meeting at 5:00 p.m.; motion carried.

The minutes were recorded by Tarina Perry, Administrative Secretary.