**College Council Minutes**

**March 31, 2023**

*Supporting documents may be accessed on the College Council Committee website at* [*https://committees.kccd.edu/bc/committee/collegecouncil*](https://committees.kccd.edu/bc/committee/collegecouncil)

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| 1. Zav Dadabhoy-A 2. Debi Anderson 3. Jennifer Achan 4. Shehrazad Barraj-A 5. Grace Commiso 6. Rebecca Farley-A 7. Mike Giacomini-A 8. Chris Glaser 9. Dan Hall | 1. Scott Hallmark 2. Craig Hayward-A 3. Sooyeon Kim 4. Claire Lahorgue 5. Alisha Loken 6. Bernadette Martinez 7. Krista Moreland 8. Lindsay Ono | 1. Billie Jo Rice-A 2. Kirk Russell 3. Imelda Simos-Valdez 4. Jason Stratton 5. Nick Strobel 6. Ann Tatum 7. Andrea Thorson 8. Jessica Wojtysiak-A | Visitors:  Todd Coston  Erica Menchaca  Pamela Rivers |
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[***2018-2021 Strategic Directions***](https://www.bakersfieldcollege.edu/scorecard/strategic-directions)

[**ACCJC Accreditation Standards**](https://accjc.org/wp-content/uploads/Accreditation-Standards-Adopted-June-2014.pdf)

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| 1. **Welcome & Review of the Agenda M/S/C Grace/Nick abstain 0/nays 0/ayes 18** | | | | | |  |
| 1. **Review & Approval of Minutes of 3/17/23 M/S/C Alisha/Chris 0 abstain/0 nays/ayes 18**   Nick requested that clarity be documented on the minutes under the Administrative Structure Review to clarify Part B, that we are following the ACCJC current standards but that they are reviewing and rewording so once we have the new standard, we will address it. | | | | | |  |
| 1. **College Council Business** | | | | | | |
| **A.** | **President’s Report** | Dadabhoy | Info | | |
| **B.** | **Administrative Structure Review (Annual)**   * Annual review but every 3 years we have a comprehensive review. Executive Team reviews first. Short timeline this time with first read on March 31 and second read on April 21 for vote. * Committee consists of faculty, classified, administration, and budget and 50/50. Discuss the need for the positions after much review of each one with narrative from each area. Rank them after discussion and feedback from constituent groups. * Review position requests and send recommendations to the Executive Team, examining funding path, compliance, the impact on the 50% law, and then rank them in order of our perception of need. Request feedback from all committees that had presentations: Academic Senate, Admin Council, College Council, * Dean positions have suggested areas rather than for sure areas of need. * The agreement was made that this process should be included in Program Review and Todd will take this suggestion back to that committee that this process be identified and documented for accreditation purposes. * Reminder: on discussion about the 50%, BC has to cover a larger chunk of the DO operations because we are the largest campus, so we cover beyond the 50% to offset DO operations (on the budget spreadsheet that was included in our presentation documents). | Moreland, Stratton, Coston | Info | | |
| **C.** | **Distance Education Title V Changes**   * Distance Education is interacting with the instructor using technology and not in person. * Changes were approved on November 4, we have 180 days to design a plan to implement the changes (May 4). * Faculty must disclose to the student, before they register for the class, any in-person activities that will be required, whether the class is transferrable, whether it fulfills a major requirement, whether it is pass no pass, all meeting times, and any in-person or proctored testing requirements. * Software requirements must be disclosed before the student registers for the class (example: COMP B5 requires that a student have the full version of Microsoft Office so a Chromebook will not suffice). * Requirements of webcam or other non-standard equipment must be disclosed before the student registers for the class. * Faculty must have regular and substantive interaction (was regular, effective contact) with the students. Meaning engaging students in teaching, learning and assessment including most, if not all: direct instruction, assessing or providing feedback, providing information or responding to questions about content or competency, and facilitating group discussion. * Faculty must meet qualifications established by the accrediting agency and the number of students assigned to a course shall be consistent with district procedures for all courses. * Accessibilty is important and courses must be accessible from the first class, must mention how the person is successful, and students with disabilities must have an equal experience. Also, captioning your videos, using appropriate headings, adding all text using lists. * Surveys have gone out to FCDC to request feedback from their areas and feedback is being used to help determine solutions. Info will go to the Curriculum committee, Academic Senate, union, etc to help with solutions and implementing them. * Meetings are being scheduled with the other colleges and District Board Policy and Administrative Procedures may need to be revised, which might limit our options. | Menchaca, Rivers | Info | | |
| **D.** | **Commencement Update**   * Last year we had 5293 degrees awarded for 2021-2022 and for the pandemic years we had students that we missed so we actually awarded over 8,000 degrees. 1599 participated in Commencement. * We are trying to get above 1599 for this year and it looks like we will be awarding about 4964 degrees. We are on track and don’t need to go back to past years. We will be working during the summer on students who will be ready for next year. We have institutionalized the process now. * We have 3077 unique students who qualify for graduation this year and out of that 2352 have submitted Graduation Petitions. Out of this we have had 1229 RSVPs for graduation so far. This means we are 571 students short of our 1800 goal for this year. * We need volunteers. Mindy Wilmot has been sending info out to faculty and Patty Ramirez has been sending out info to bcall. Need lots of volunteers! * Jason suggested that we have Queen’s “We Will Rock You” as the students walk in rather than “Pomp and Circumstance”! | Simos-Valdez | Info | | |
|  | **Announcements:**   * Scott Hallmark joined us for the first time, new Web Content Editor in MPR * Today is Pamela Rivers’ last day as she is moving to Wisconsin to take a new position there at the University of Wisconsin, Green Bay as Instructional Designer. We wish her well! * GardenFest is happening April 15 with 5 food trucks, Culinary Arts and 50ish vendors. From 9-4 in the Edible Garden area and FA faculty parking lot. |  |  | | |
| 1. **Information Items** | | | | | | |
|  | **Dates to Note:**  Various Financial Aid Application Workshops, both in-person and virtual available  **March 30-May 4:** The 2023 Bakersfield College Art Student Exhibition in the Wylie and May Louise Jones Gallery, Monday through Thursday from 2:00-5:00PM  **April 1:** MESA STEM and Pre-Health Conference 2023, 8:00AM-2:30PM in the Renegade Ballroom, Admission is $10.00 and tickets can be purchased through the Eventbrite link on <https://www.bakersfieldcollege.edu/event/mesa-stem-and-pre-health-conference-2023>  **April 3-7:** Spring Break  **April 12:** Open Registration Begins for Summer/Fall 2023 Semesters  **April 15:** GardenFest will happen in the Edible Garden area and FA staff parking lot, 9-4.  **April 21:** English Department Student Colloquium 2023, 10:00AM-12:00PM in the Levan Center, more info: <https://www.bakersfieldcollege.edu/event/english-department-student-colloquium-2023>  **April 24:** BC Jazz Presents: Jazz Ensemble Plays Mingus, 7:00-9:00PM, Edward Simonsen Indoor Theater  Renegade sport teams with competitions in the coming weeks: Women’s Beach Volleyball, Baseball, Men’s Golf, Softball, Men’s Swimming, Men’s and Women’s Tennis, and Track and Field.  [**Bakersfield College Events**](https://www.bakersfieldcollege.edu/events)  [**Renegade Athletics Schedule**](http://www.gogades.com/composite) | | | |  | |
| **Next Meeting is April 21: We meet every first and third Friday from 8:30-10:00am in CC218, depending on construction in our suite.** We also meet other Fridays as needed. ☺ | | | | | | |

If you require accessible versions of the provided documents for the meeting, please contact Debi Anderson at debra.anderson1@bakersfieldcollege.edu.