

**NOTICE OF SPECIAL MEETING OF THE BARSTOW COMMUNITY COLLEGE
ACADEMIC SENATE**

Friday

**August 13, 2010
Room B-17—12:15**

AGENDA

- 1. Call to Order**
- 2. Roll Call**
- 3. Approval of the Agenda**
- 4. Approval of the Minutes (No minutes to approve at this time)**
- 5. Officers' Reports:**
 - President report attendance at Faculty Leadership Conference, San Diego, 6/60/2010**
 - Report of summer plan from Penny Shreve and David Grossman re GEOs/Core competencies to be considered 9/2/10 Academic Senate Meeting**
- 6. Roll Forward and Follow Through**
- 7. Discussion Items**
 - a. Proposed policy for incomplete grades (Vartanian)-15 min. maximum; forwarded earlier)**
- 8. Action Agenda: No action at this time**

- 9. Communications**
- 10. From the Floor (public) 3 minutes each**
- 11. Adjournment: (scheduled for 12:55 p.m.)**

Barstow Community College
Academic Senate Meeting
August 13, 2010
Room B-17
12:20 p.m.

1. Call to Order

The meeting was convened on August 13, 2010, in Room B17 at 12:20 p.m. by Academic Senate President Dr. Joann Jelly.

2. Roll Call

Senators in attendance included: Dawn Howey, James Dorn, Robert Stinson, Gene Low, and Sona Vartanian. Guests included: Dr. Antoinette Wheeler, Penny Shreve, Nancy Nunes-Gill, Dennis Conrad, David Grossman, John Macias, Heather Caldon, Mark Cauble, Peggy Greeno, Dean Hines, and Zhenying Jiang.

3. Approval of the Agenda

A motion to approve the agenda was made by Robert Stinson, and seconded by Gene Low. The vote for was unanimous.

4. Approval of the Minutes

Minutes from the last meeting (May, 2010) and this meeting will be available at the September 2, 2010 meeting.

5. Officer's Reports

President Joann Jelly made the following report:

- Amy Ross, Mike Karpel, and Sally van den Berg were appointed to the Curriculum Committee. Sona Vartanian was appointed as the Senate representative. The elected members are Penny Shreve, James Dorn, and Ramon Vasconcellos.
- This summer the faculty leadership conference was attended by Joann Jelly, Sona Vartanian, and David Grossman. The conference covered a diverse array of topics including the Academic Senate and state issues, curriculum committee, faculty qualifications, and equivalency. David Grossman reported that the conference provided great opportunities for the attendees especially relating to how things are done at the state level, being able to gather information from other schools. All the information was presented well and the executive committee responded openly to all questions. Sona Vartanian added that the ability to share information and being able to understand what happens at the state level were also important. James Dorn suggested that the information be placed on the P Drive in a Conference folder which could then contain information from all conferences attended by the faculty. It was also suggested that this information be available on the Senate webpage.
- Janet Fulks (Bakersfield Community College) is presenting a discussion of Student Learning Outcomes and Assessment today. She is from an Academic Senate background and presented an excellent and informative lecture this morning with an additional session this afternoon at 1:00 p.m. in B-1.

- Handouts are in the packet for the Assessment of Student Learning and the 4 Core Competencies adopted earlier. The plan needs to be approved and we need to complete at least one cycle by the accreditation visit. It would be better to be on the second cycle if possible.
- Handout on the Self-Study teams is also in the packet. If you want to move to a different committee, please notify Dr. Jelly as soon as possible. Faculty members are on all committees in each of the four standards.
- Handout on the basic roles and responsibilities of the Academic Senate.
- Handout on the state Academic Senate Events Calendar.

6. Roll Forward and Follow Through

No items presented but the President will join us on September 2 to discuss roll forwards from last year.

7. Discussion:

- **7a: Proposed policy for Incomplete Grades.** The proposed policy was presented by Sona Vartanian with suggested changes by Heather Caldon. The first item mentioned was to have the incomplete be finished during the next regular semester not give a year to complete the course. Numerous persons present thought that if a student did not finish the course during the next semester, it would never be done. A second question concerned the time in which an incomplete could be done; the policy stated 60% of the course had to be completed and with a C or higher grade. Online classes are difficult to fit into these criteria. It was suggested everything finished up to the final but there were objectives to that being too strict. Students must apply for an incomplete and the instructor makes the decision. Some felt that online classes needed a separate policy because of the value and inclusion of discussion boards. It was suggested that if a student receives an F grade, that student cannot then request an incomplete. Some courses are weighted heavily toward the end of the semester and that is a consideration also. After a lengthy discussion, it was decided that Sona Vartanian and Heather Caldon would submit one policy for action on September 2.

8. Adjournment:

A motion to adjourn was made by Robert Stinson and seconded by Gene Low. The vote for was unanimous.

Respectively submitted by
Robert Stinson, Secretary
Academic Senate

Barstow Community College
Academic Senate Meeting
September 2, 2010
Room B-17
12:20 p.m.

1. Call to Order

The meeting was convened on September 2, 2010, in Room B17 at 12:24 p.m. by Academic Senate President Dr. Joann Jelly.

2. Roll Call

Senators in attendance included: Robert Stinson, Gene Low, Melanie Hanson, and Sona Vartanian. David Grossman has consented to substitute for Ramon Vasconsuelos who is on sabbatical this semester. Guests included: Penny Shreve, Nancy Nunes-Gill, Heather Caldon, Peggy Greeno, Ian Caldon, and Apineru Leolofi.

3. Approval of the Agenda

A motion to approve the agenda was made by Robert Stinson, and seconded by Gene Low. The vote for was unanimous.

4. Approval of the Minutes

A motion to approve the minutes from the August 13, 2010 meeting was made by Gene Low, and seconded by Melanie Hanson. The vote for was unanimous.

5. Officer's Reports

President Joann Jelly made the following report:

- Joann handed out the Academic Senate committee representatives for the participatory governance committee. She appointed Philip Nelson as a representative to the Facilities committee since he is on that same committee for the accreditation self-study.
- The list of members or appointees to the self-study committees was handed out at the last Senate meeting. It is available if anyone needs to see it again. If anyone wishes a change in membership, please notify Dr. Jelly. This is important in that it shows ACCJC t Barstow faculty and staff participation in the self-study process.
- David Grossman has been appointed to the College Strategic Planning Committee. Congratulations also go to David for being appointed to the state Academic Senate Committee on SLO Planning and Assessment.
- A memo was sent out this morning concerning appointments at the October Senate meeting. Our second senator at large will be Gene Low and we need to also appoint a Treasurer for this Academic Year. David Grossman can also officially be recommended as Ramon's replacement for the Fall semester. There are no specific items in the Senate bylaws to address this situation.
- During the Summer, the Senate President signed the end of year report on expenditures for the Basic Skills Initiative. Sally van den Berg is coordinator of that program. The report is available for those who wish to read it.

- In October we will also decide if the first Thursday of each month will be the official meeting day for the Senate during 2010-2011.

6. Roll Forward and Follow Through:

- **Resolution regarding evaluation of administrative staff.** This might possibly be the time to address this issue during the self-study process. It might be addressed under Standard IV concerning governance policies.
- **Administrative process for faculty hire.** New Director of Human Resources is reviewing the hiring and administrative policies.
- **Faculty concerns regarding cuts to the Summer Schedule of Classes.** The faculty would like to know about this coming Summer School and what cuts are to be made. A written plan would be good if available; maybe President Armstrong can attend a Senate meeting and address Summer School issues.

7. Discussion: See above Item #6.

8. Action Agenda

- **8a: Action proposed to approve Academic Senate Action Plan For revising GEOs and formalizing the assessment plan for campus wide Core Competencies.** David Grossman and Penny Shreve presented the Plan to the Senate. Our college wide assessment plan has covered course SLOs and assessment in the past and last year we began Program Level SLOs and assessment in earnest. We need to now look seriously at college wide or institutional outcomes and assessments. Many colleges in California and outside of California are using the term Core Competencies for GE courses. Our original list was adapted from Cabrillo College. David presented a more extensive and revised list again from Cabrillo. He and Penny proposed Pilot study using volunteers to look at Competency #1: Communication. Faculty can use existing course SLOs and assessment for the data. These can be used as a campus wide assessment for GE outcomes. It was remarked that some departments were not using the same SLOs for the same course taught by different instructors. We should not have that problem at this point in our SLO process. In Child Development it was noted that all instructors grade or assess each other's SLO data to insure consistency. The SLO Committee is looking for approximately 5 classes for the pilot study. The detailed proposal is listed on page 4 of the Senate Handout. Two motions were in order:
 - **Motion #1:** That the Academic Senate of Barstow Community College does hereby confirm and approve current General Education Outcomes be renamed to Core Competencies and confirm and approve the revisions of content into sentence language as presented. Motion to approve was made by Robert Stinson and seconded by Gene Low. Vote for was unanimous.
 - **Motion #2:** That the Academic Senate of Barstow Community College does hereby confirm and approve the formalized Core Competencies Assessment Plan as presented along with the start of the Pilot Program. Motion to approve was made by Robert Stinson and seconded by Melanie Hanson. Vote for was unanimous.
- **8b: Consideration of approval of proposed policy regarding Incomplete Grades.** Sona Vartanian began the work on this project last Spring semester with input from Heather

Caldon, Admissions. The research compared forms from other colleges; the plan was revised and presented to the Senate, then revised again. The last form was sent out by Heather on Saturday, August 28. One of the final changes concerned default grades and the time limit on finishing the incomplete, A student will have one semester to finish the coursework unless specified by the instructor (i.e. to finish sooner). Motion to approve was made by Gene Low and seconded by Sona Vartanian. Vote for was unanimous.

- **8c: Action proposed to consider policy change regarding last day of registration (two options proposed).** The two options were detailed on page 6 of the Handout. After discussion of the two options, the first option was amended to give instructors the option to add students after the second class period under extenuating circumstances. Motion to approve as made by Robert Stinson and seconded by Gene Low. Vote for was unanimous.

9. From the Floor:

- Included in the Handout was the Minimum Qualification Policy which was adopted under Senate President Gloria Henderson. In the current economic climate, we have received increased numbers of requests for equivalency. All faculty need to be aware and current on the policy. We will discuss it at the October Senate meeting.
- SLO Fridays will continue this semester and are on the first Friday of each month. The SLO Committee is also looking at the possibility of a mid-week training for faculty.
- A handout has been placed in the Senate mailbox from the Leadership Institute concerning conducting effective meetings.
- The Academic Senate will receive a list of the recommendation concerning SLOs at BCC; the list was compiled by Janet Fulks who presented at the Inservice last month.

10. Adjournment:

A motion to adjourn was made by Robert Stinson and seconded by Gene Low. Vote for was unanimous.

Respectively submitted by
Robert Stinson, Secretary
Academic Senate

Barstow Community College
Academic Senate Meeting
October 7, 2010
Room B-17
12:29 p.m.

1. Call to Order

The meeting was convened on October 7, 2010, in Room B17 at 12:29 p.m. by Academic Senate President Dr. Joann Jelly.

2. Roll Call

Senators in attendance included: Robert Stinson, Gene Low, Melanie Hanson, James Dorn, and Sona Vartanian. Guests included: Penny Shreve, Lewis Goldstein, and Dr. Bill Orr (Acting VP for Academic Affairs).

3. Approval of the Agenda

A motion to approve the agenda was made by Robert Stinson, and seconded by James Dorn. The vote for was unanimous.

4. Approval of the Minutes

A motion to approve the minutes from the September 2, 2010 meeting was made by James Dorn, and seconded by Gene Low. The vote for was unanimous.

5. Officer's Reports

President Joann Jelly made the following report:

- Joann handed out the Academic Senate committee representatives for the participatory governance committee as well as all faculty on the governance committees, and Accreditation committees. At the next meeting of the Academic Senate, the BCFA committee's memberships will be presented. Then she would like to post all of the participation lists on the Senate Board outside the HR office.
- The incomplete grade policy is in the packet; this was approved at our last meeting and has been presented to the PAC (on the November BOT agenda). This is an administrative procedure and as such is immediately in effect. A question was raised about the use of the term 2nd census since the state does not have an official 2nd census. Our 2nd census is a local optional census for instructors to use if they so desire.
- Gene Low gave the Treasurer's report and we have approximately \$3800.00 in the budget for Travel and Conferences. In the past the VP of Academic Affairs supplemented these monies if needed. Dr. Orr stated that he did not know if he could continue that policy but would check and report back to us. Dawn Howey would like to attend the Fall Plenary in Anaheim and Mark Cauble asked for monies for attending one day of the Fall Plenary.
- A memo from Julie Adams of the State Academic Senate was received concerning SB1440. They will be working through the CID process and Sally Van den Berg is going to be our representative at that meeting.
- There was a motion to allot monies for Dawn Howey to attend the Fall Plenary by Robert Stinson and seconded by James Dorn. The vote for was unanimous.

- There was a motion to allow monies (\$90) for Mark Cauble to attend one day of the Fall Plenary by Robert Stinson, and seconded by James Dorn. The vote for was unanimous.
- Dr. Bill Orr, Acting VP of Academic Affairs made the following report: he stressed the need for input so he can properly report to the BOT and function in his new position. One item he noticed was the seeming lack of degree plans for students at Ft. Irwin. We offer a lot of classes but there is no systematic program. Can a student finish a degree at Ft. Irwin, for example? Faculty will be given a greater role in deciding assignments within their given department. There will be no printed/mailed Spring schedule. It will be available online. The current date for the schedule to be ready is November 8 but the Faculty will get another look at it before then. Not printing the schedule booklet will save the college \$70,000 per semester.

6. Roll Forward and Follow Through:

- **Approve/ review updated Curriculum Manual.** With the advent of curricunet there is going to be some procedural changes. The manual will be taken back to the Curriculum Committee for further updating. We will do a first read in December, second reading in January, and have it as an action item on the February agenda.
- **Evaluate Program Review template forms (SLO portion).** We will review this in January.
- **Updated Faculty Handbook.** We will look at this in March, 2011. Dawn Howey will send out an open email asking for volunteers to work on a committee to update the handbook. A question was also raised about the Student Handbook and can we get an update on that from Student Services.
- **Include syllabus template in the Faculty Handbook.** Especially needed to be included are the uniform required statements (i.e. plagiarism, disability statement, etc.). This will be addressed by the above mentioned committee.
- **Faculty evaluation forms review/update.** This will be looked at in April, 2011. There will have to be a joint meeting between the AS and BCFA because faculty evaluation is part of the contract.
- **Division Meetings.** This will be on a voluntary basis on the divisions since there are no "official" divisions at this time.
- **Faculty Hiring Policy.** This was sent to the director of Human Resources and there are some proposed revisions. We will ask the HR director to come and present these revisions.

7. Discussion:

- **Accreditation Self-Study Progress Update.** Bob Pacheco is out of town and this has been tabled to the next meeting.
- **Report on Core Competencies.** David Grossman is out of town and this has been tabled to the next meeting.

8. Action Agenda

- **8a: Meeting date approval for the Academic Senate to meet the first Thursday of each month.** A motion for was made by Robert Stinson and seconded by James Dorn. The vote for was unanimous.

- **8b: Appoint Gene Low to Senator at Large for one year.** Motion to approve was made by James Dorn and seconded by Dawn Howey. Vote for was unanimous.
- **8c: Treasurer Appointment.** Motion to approve as made by Robert Stinson and seconded by James Dorn. Vote for was unanimous.

9. From the Floor:

- Penny Shreve will talk to the Curricunet people today to correct some issues. Also there is a training event on October 15 with the hope of a test run by the end of October.
- Dawn Howey would like to present the Fall Plenary resolutions for consideration and discussion soon after the meeting.

10. Adjournment:

A motion to adjourn was made by James Dorn and seconded by Melanie Hanson. Vote for was unanimous.

Respectively submitted by
Robert Stinson, Secretary
Academic Senate

**NOTICE OF SPECIAL MEETING OF THE BARSTOW COMMUNITY COLLEGE
ACADEMIC SENATE**

Tuesday

**November 9, 2010
Room B-16—12:15**

AGENDA

- 1. Call to Order**
- 2. Roll Call**
- 3. Approval of the Agenda**
- 4. Approval of the Minutes**
 - 4.1 October, 2010 meeting**
- 5. Officers' Reports:**
 - **President reports: status of accreditation and program SLOs/ responsibility**
 - **President-Elect: resolutions at upcoming plenary meetings (copies sent earlier to each Senator)**
- 6. Roll Forward and Follow Through (10 minutes)**
 - 1. Notes from acting Vice-President of Academic Affairs Bill Orr**
 - 2. Items generally:**
 - a. Status of curriculum committee manual. Manual scheduled for first reading in December (discussion) and second reading in January, action item in February AS meeting**
 - b. Program review template form/SLO portion to be reviewed at January meeting**
 - c. Faculty handbook in March 2011, perhaps**

- d. Faculty evaluation forms scheduled for April, 2011
- e. Faculty hiring policy, HR director to be requested to address AS in January or February

7. Discussion Items

- 1. Curricunet update from Penny Shreve
- 2. Program SLOs and Model for efficiency from David Grossman
- 3. Curriculum Manual, need a team t review from Curriculum Committee (see above)
- 4. Faculty participation at the tutoring center

8. Action Agenda:

8.1 DE Program Review and Support-Nancy Olson

9. Communications

SB 1440/Transfer Model Curriculum

10. From the Floor (public) 3 minutes each

11. Adjournment: Next regular meeting: Dec. 2, B16 12:15 p.m.

Barstow Community College
Academic Senate Meeting
November 9, 2010
Room B-16
12:15 p.m.

1. Call to Order

The meeting was convened on November 9, 2010, in Room B16 at 12:20 p.m. by Academic Senate President-elect Dawn Howey.

2. Roll Call

Senators in attendance included: Robert Stinson, Gene Low, James Dorn, Dawn Howey, and Joan Jelly. Guests included: Penny Shreve, Gloria Webster, and Apineru Leafoli.

3. Approval of the Agenda

A motion to approve the agenda was made by Robert Stinson, and seconded by James Dorn. The vote for was unanimous.

4. Approval of the Minutes

A motion to approve the minutes from the October meeting was made by James Dorn, and seconded by Gene Low. The vote for was unanimous.

5. Officer's Reports

President-Elect Dawn Howey made the following report:

- It is important that the SLO Coordinator attend the upcoming Senate Plenary. Mark Cauble was approved to attend at the last meeting but is unable to go. The monies allotted to Mark can be given to Penny Shreve (SLO Coordinator). Dawn will follow up with both Mark and Dr. Jelly to see if this is possible.
- The senators were given the resolutions that are going to be voted on at the Plenary. The vote will be on Saturday so if anyone has any input, be sure to notify Dawn before then. SB 1440 tries to correct problems that students had when attempting to transfer; there can still be local requirements in addition to the "Transfer" degree.

6. Roll Forward and Follow Through: No additional comments (see Oct. 7 minutes)

- **Status of the Curriculum Manual Review**
- **Program Review Template Form for SLO**
- **Faculty Handbook**
- **Faculty Evaluation Forms**
- **Faculty Hiring Policy**

7. Discussion:

7.1 Curricunet Update-Penny Shreve: Training on campus is upcoming but there is still a lot left to do. Right now there is no procedure for work flow or approval processes.

- 7.2 **Program SLOs and Model for Efficiency**-David Grossman: (part of the package handout to the Senators. The model is based on that of Grossmont College. Specific areas would be led by specific faculty and they would be responsible for bringing new faculty, adjuncts, etc. on line concerning SLOs and what is required for them. This was shown to the President (Dr. Armstrong) and the acting VP for Academic Affairs (Dr. Orr). This is something which does not need to go to the BOT and it does show “official dialog” which is one of the overall themes of accreditation. Job duties need to be defined and a clear chain of command designated; will be placed on the next AS agenda as a discussion item (December) and action taken in early January.
- 7.3 **Curriculum Manual:** Tabled because the Curriculum Committee needs to discuss it further . Motion to Table made by James Dorn and seconded by Robert Stinson. Vote for was unanimous.
- 7.4 **Faculty Participation at Tutoring Center**-Gloria Webster: Would like to see more faculty participating in the tutoring center perhaps as part of the faculty office hours. English instructors give one office hour per week in the tutoring center. Regular hours or intermittent hours would both be appreciated in the Spring. An email will be sent out to faculty to encourage participation. Another idea presented was having a monthly workshop for faculty (at the Tutoring Center), for example plagiarism.

8. Action Agenda

- 8.1 **DE Program Review and Support:** No one was present to make the report so the item was tabled. Motion to Table was made by James Dorn and seconded by Robert Stinson. Vote for was unanimous.
9. **Communication**-There was a short discussion on SB 1440 and the Transfer Model Curriculum and how it relates to Barstow Community College. The comment that it is not made with the small rural college in mind summed up the discussion.

10. From the Floor:

- Nothing for the minutes.-

11. Adjournment:

A motion to adjourn was made by Robert Stinson and seconded by James Dorn. Vote for was unanimous.

Respectively submitted by
Robert Stinson, Secretary
Academic Senate

**NOTICE OF SPECIAL MEETING OF THE BARSTOW COMMUNITY COLLEGE
ACADEMIC SENATE**

Tuesday

**December 2, 2010
Room B-16—12:30**

AGENDA

- 1. Call to Order**
- 2. Roll Call**
- 3. Approval of the Agenda**
- 4. Approval of the Minutes**
 - 4.1 November, 2010 meeting**
- 5. Officers' Reports:**
 - 5.1 President**
 - 5.2 President-Elect**
 - 5.3 Treasurer**
- 6. Roll Forward and Follow Through (10 minutes)**
 - 1. Curriculum Manual**
 - 2. SLO Program Review**
 - 3. Faculty Handbook**
 - 4. Evaluation Forms**
 - 5. Administrator's evaluations**
- 7. Discussion/Reports (15 minutes)**
 - 7.1 Administrative report acting VP-Dr. Bill Orr**
 - 7.2 Proposed reorganization-Dr. Thom Armstrong, President**

- 7.3 Accreditation Self-Study Progress update**
- 7.4 Program SLOs and Model for Efficiency**
- 7.5 Curriculum Manual/Curricunet**
- 7.6 Honor's Day participation**

8. Action Agenda:

- 8.1 DE Program Review and Support**

9. Communications

10. From the Floor

11. Adjournment:

Barstow Community College
Academic Senate Meeting
December 2, 2010
Room B-16
12:30 p.m.

1. Call to Order

The meeting was convened on December 2, 2010, in Room B16 at 12:30 p.m. by Academic Senate President Dr. Joann Jelly.

2. Roll Call

Senators in attendance included: Robert Stinson, Gene Low, James Dorn, Dawn Howey, Melanie Hanson, Sona Vartanian, and Joan Jelly.

Guests: Dr. Thom Armstrong, Dr. Bill Orr, Dr. Antoinette Wheeler, Lewis Goldstein, Nancy Nunes-Gill, Sally Vandenberg, Peggy Greeno, Penny Shreve, and Christie Firtha

3. Approval of the Agenda

A motion to approve the agenda was made by Robert Stinson, and seconded by James Dorn. The vote for was unanimous.

4. Approval of the Minutes

A motion to approve the minutes from the October meeting was made by Melanie Hansen, and seconded by James Dorn. The vote for was unanimous.

5. Officer's Reports

President Joann Jelly made the following report:

- Tenure recommendations are due next month and will be on that agenda.
- In January there will be a call for AS elections. The following need to be elected in the Spring: three curriculum committee members, President of the Senate (2 yr. term), President-Elect of the Senate (2 yr. term), Senator at large (2 yr. term) and a Math/Sci/PE Senator (1 yr. term), Humanities/SS Senator (1 yr. term), Business/WF Senator (1 yr. term), and an off-campus Senator (1 yr. term). President-Elect resigned her position effective the end of May, 2011 and that is the reason we need to elect both a President and President-Elect in the Spring.
- Dr. Jelly thanked Melanie Hanson for representing her at the last BOT meeting and Dawn Howey for conducting the November AS meeting.

President-Elect Dawn Howey made the following report (Plenary Session)

- Faculty continuing education is in the budget as professional development. It would be nice if those funds were available and accessible to faculty. Many schools have professional development co-ordinators and we need to be able to somehow co-ordinate professional development options for faculty. Best practices could be truly examples of best practices

- Both Distance Education and Diversity Co-Ordinators are also found in many schools. A comment was made also that the DE and Diversity Committees need to take a more active role on campus.
- We need to define student success or the state will define it for us. This follows a push for “no child left behind” which is coming if we do not act.
- Note: we will have a Webinar on December 13, 12:00 in the L-12 on SB-1440
- David Grossman (Plenary Session)-we need to define student success and send it to the state. SB-1143: committee to define what success is for basically “performance based funding.”
- Penny Shreve: in response to a question from the AS, we cannot have two different sets of rules for online and traditional classes. We will be able to look at course content for all courses with Curricunet. Some schools have adjuncts on their Academic Senates.

6. Roll Forward and Follow Through:

- **Curriculum Manual Review**-work in progress
- **SLO-Program Review**-Janet Fulk’s report is in the AS packet
- **Faculty Handbook**-in process
- **Evaluation Forms**-see discussion
- **Evaluation of Administrators**-see discussion

7. Discussion:

7.1 Administrative Report by Acting VP Dr. Bill Orr:

- Working with the AS using Program Review as a basis for the Senate to make recommendations to hire 5 faculty. These recommendations should then go to administration. Own opinion is that these should be interim and then permanent as funding allows in the future
- MOU to hire 8 or 9 program/degree coordinators to help facilitate the SLO process at that level. This would be a stipend for \$2100 and would replace a second overload class. The monies would be paid at the process proceeded (\$700 for assessment, \$700 for analysis, and \$700 for degree review). The MOU needs to go to the BCFA for approval, then to the administration. Faculty who are interested can volunteer for the positions.

7.2 Proposed Reorganization by Dr. Thom Armstrong, President of BCC

- American Association of Community Colleges had a program on student completion in which they define student success. As far as reorganization for BCC is concerned, it is nothing radical; affects existing staff and where do we have shortages. Some positions can be eliminated and others combined. There is support for the VP of Academic Affairs in hiring a Dean or Director of Instruction. Also under study is a position for leadership in military programs. Some positions were re-titled to reflect current terminology for a given position; put a level where they needed to be (salary adjustment is to come later). Having counselor function in Academic Affairs is probably not going to occur at this time. In order to promote interest in administrative positions, we are considering a President Leadership Institute for potential local leadership in the future.

The VP of Academic Affairs needs to be a position that focuses on a broad perspective, looking at district and state issues. The Dean of Instruction would be concerned with the day to day operation (evaluations, program review, division meetings) and the faculty would report directly to the Dean. The Instruction office has been dramatically understaffed for a long time.

Due to time constraints, a special meeting is called for next week, December 8, 2010 at 12:30 p.m. to continue.

A motion to adjourn was made by Robert Stinson and seconded by James Dorn. Vote for was unanimous.

Respectively submitted by
Robert Stinson, Secretary
Academic Senate

**NOTICE OF REGULAR MEETING OF THE BARSTOW COMMUNITY COLLEGE
ACADEMIC SENATE**

Tuesday

**December 8, 2010
LRC Conference Room, 12:30 p.m.**

AGENDA

- 1. Call to Order**
- 2. Roll Call**
- 3. Approval of the Agenda**
- 4. Discussion (cont.) from the Dec. 2 meeting**
 - 4.1 Accreditation Self-Study Update**
 - 4.2 Program SLOs and Model for Efficiency**
 - 4.3 Curriculum Manual and Curricunet**
 - 4.4 Honor's Day Participation**
 - 4.5 Evaluation of Administrators**
- 5. From the Floor**
- 6. Adjournment**

Barstow Community College
Academic Senate Special Meeting
December 8, 2010
LRC Conference Room
12:30 p.m.

1. Call to Order

The meeting was convened on December 8, 2010, in the LRC Conference Room 12:30 p.m. by Academic Senate President Dr. Joann Jelly.

2. Roll Call: NO QUORUM PRESENT

Senators in attendance included: Robert Stinson, Dawn Howey, and Joann Jelly.

Guests: Nancy Nunes-Gill, Peggy Greeno, and Penny Shreve

3. Discussion: (continued from the December 2, 2010 meeting)

7.3 Accreditation Self-Study Update- no comments were made

7.4 Program SLOs and Model for Efficiency

- Dr. Orr sent out a copy of the MOU and a request for interested faculty to apply for a Degree/Program co-ordinator for SLOs. Interested faculty were to contact Penny Shreve; so far she has received only two emails about the positions. The job is to ensure the cycle gets completed, and needs to involve adjuncts in each of the areas. Penny is going to resent the memo emphasizing the position, the duties, and the stipend involved.

7.5 Curriculum Manual and Curricunet

- Curricunet: the first course has been sent through the system without error

7.6 Honor's Day Participation

- Each Senator is to ask their constituents if they are interested in participating in Honor's Day Programs in May. Dawn Howey volunteered to participate.

7.7 Evaluations (from 6e Roll Over and Follow Through)

- The evaluation of administrators was discussed. California Ed Code 87663, section (i) states **"Governing boards shall establish and disseminate written evaluation procedures for administrators. It is the intent of the legislation that evaluation of administrators include, to the extent possible, faculty evaluation."**
- It was suggested that the AS recommend a form and a procedure for this process. We need to work with administrators on this in a collegial atmosphere to determine what is appropriate and when to administer. Dr. Jelly is going to look at other schools and how they evaluate administrators between now and the January Senate meeting.

The meeting was adjourned at 1:40 p.m..

Respectively submitted by
Robert Stinson, Secretary
Academic Senate

**NOTICE OF SPECIAL MEETING OF THE BARSTOW COMMUNITY COLLEGE
ACADEMIC SENATE**

**February 17, 2011
Room B 17—12:15 p.m.**

AGENDA

- 1. Call to Order**
- 2. Roll Call**
- 3. Approval of the Agenda**
- 4. Officers' Reports: President, President-Elect, Secretary, Treasurer (10 min.)**
 - 4.1 President: Resignation of President and President-Elect**
- 5. Roll Forward and Follow Through (5 minutes)**
 - 5.1 Items generally:**
 - a. Status of curriculum committee manual scheduled for first reading in December (discussion) and second reading in January, action item in February AS meeting----reschedule**
 - b. Program Review template form/SLO portion to be reviewed in January meeting----reschedule**
 - c. Faculty handbook in March 2011, perhaps----reschedule**
 - d. Faculty evaluation forms scheduled for April, 2011----verify**
 - e. Faculty hiring policy, HR director to be requested to address AS in January or February----reschedule**
 - f. Action on AS resolution from 2007 regarding Administrative Evaluations----reschedule**
- 6. Appointments (10 minutes) (&Action)**
 - 6.1 Tenure appointments for Claire Benson and Peggy Greeno**

7. Action Agenda (30 minutes)

**7.1 Request to review program items at February 3, 2011 AS meeting;
Referral from Curriculum Committee to inform and request input
From the Senate regarding curriculum committee program related
Items in current review for the following items:**

1. New/revise	Dept. Title	Computer business info. Systems
2. NEW Program	Degree	Business Information Science Degree
3. NEW Program	Degree	Medical Office Technology
4. NEW Program	Degree	Office Technology/Office Computer Applications
5. NEW Program	Degree	Corrections
6. NEW Program	Degree	Business Information Science
7. NEW Program	Degree	Adm. Of Crim. Justice with emphasis in Law Enforce.
8. NEW Program	Certificate	Adm. Of Crim. Justice with emphasis in Law Enforce.
9. NEW Program	Certificate	Computer Programming Certificate
10. NEW Program	Certificate	Web Master
11. NEW Program	Certificate	Computer Science
12. Revised Program	Degree	Computer Science
13. Revised Program	Degree	Business A.S. Degree
14. Revised Program	Certificate	BIS-Administrative Assistant Certificate of Achiev.
15. Revised Program	Certificate	BIS-Office Services Certificate of Achievement
16. Revised Program	Certificate	Microsoft Office Specialist Certificate
17. Revised Program	Certificate	Management Information Systems Certificate

Action Requested: Advise curriculum committee to continue with curriculum process on these items
As Senate has reviewed and has no additional input (or amended with input).

**7.2 Review of AS procedure re curriculum committee need to have
Review of AS when signoff sheet per instructor is now in place**

8. Election Report

9. From the Floor

10. Adjournment

Barstow Community College
Academic Senate Meeting
February 17, 2011
Room B-17
12:15 p.m.

1. Call to Order

The meeting was convened on February 17, 2011 in Room B17 at 12:15 p.m. by Academic Senate President Dr. Joann Jelly.

2. Roll Call

Senators in attendance included: Dawn Howey, Robert Stinson, Sona Vartanian, Gene Low, Melanie Hanson, and James Dorn. Guests included: Penny Shreve, Nancy Nunes-Gill, Gloria Henderson, Peggy Greeno, Lewis Goldstein, Trinda Best, Jacob Batarseh, Jill Murphy, and Apineru Lealofi.

3. Approval of the Agenda

The agenda was modified as follows: Item 6.1 was divided into 6.1a and 6.1b Motion was made by Robert Stinson and seconded by Gene Low. The vote for was unanimous. After item #6 was discussed and voted on, Gene Low made a motion to amend the agenda a second time and move item 7.2 ahead of 7.1. The motion was seconded by Robert Stinson and the vote for was unanimous.

4. Officer's Report

4.1 The official resignations of Dr. Joann Jelly as Academic Senate President and Dawn Howey as Academic Senate President-Elect were accepted. Item 8.0 addresses the upcoming AS elections in which the newly elected President and President-Elect will take office immediately.

5. Roll Forward and Follow Through

None of the items on the follow through list was discussed any further. They remain on the list for the next meeting of the AS in March.

6. Tenure Appointments and Action

6.1a Claire Benson: David Grossman was the Senate representative and peer evaluator; Ken Eaves recommended her for tenure. The Senate vote is forwarded to the Board of Trustees. A motion to recommend was made by Robert Stinson, and seconded by Dawn Howey. The vote was 5 for with 1 abstention.

6.1b Peggy Greeno: Joann Jelly was the Senate representative and peer evaluator; Cal Brinkerhoff recommended her for tenure. The Senate vote is forwarded to the Board of Trustees. The vote was 5 for with 1 abstention.

The abstention was due to the irregular procedure used; the recommendations did not follow the given time line and observations were conducted late. The process in place needs to be followed and it is unfair to the tenure candidates to not follow procedures. Others coming along in the future should not have to be "penalized" due to tardy administrative recommendations.

Lewis Goldstein, BCFA President congratulated Dr. Jelly for her work in getting the recommendations.

7.2 Review of AS procedure re Curriculum Committee need to have review of AS when signoff sheet per instructor is now in place.

A motion to approve was made by Gene Low and seconded by Robert Stinson.

Discussion:

It was stated that the Curriculum Manual needs to be updated, submitted, and voted on as the Academic Senate is not here to review every submission to the Curriculum Committee; that is why we have the Committee. The Tech Review subcommittee looks at submissions first, then it goes to the Curriculum Committee as a whole. All the necessary signatures are gathered and the AS President signs off on it. A second opinion was that all faculty have the ability to see the agenda, to read the packet, and attend the committee meeting if they so desire (open meeting). It just adds another layer to the procedures if the AS has to read everything first. It was also stated that the AS should read only those discussion items that pertain directly to changes in degrees or certificates. We should follow the established procedures and reaffirm them. There was a call for the question. The vote was 5 for with 1 abstention.

7.1 This item becomes a moot point since 7.1 reaffirms that the AS does not need to see items before they are vetted by the Curriculum Committee.

8.0 Ballots for the AS election for officers and members will be placed in the HR office next Tuesday, February 22, 2011. The election will continue for one week, ending on Tuesday, March 1, 2011. Candidates for President are Scott Bulkley, Sona Vartanian, John Macias, and Rich Johnston. Candidates for President-elect are James Dorn and Sona Vartanian.

A motion to adjourn was made by Robert Stinson and seconded by Melanie Hanson. Vote for was unanimous.

Respectively submitted by
Robert Stinson, Secretary

**NOTICE OF REGULAR MEETING OF THE BARSTOW COMMUNITY COLLEGE
ACADEMIC SENATE**

**Adjourned meeting from 3-9-11
March 9, 2011
Room B 16, 17—12:20 p.m.**

AGENDA

- 1. Call to Order**
- 2. Roll Call**
- 3. Approval of the Agenda**
- 4. Approval of the Minutes (5 minutes)**
 - 4.1 02/10/11**
- 5. Officers' Reports: President, President-Elect, Secretary, Treasurer (10 min.)**
 - 5.1 President: Resignation of President and President-Elect**
 - 5.2 President-Elect**
 - 5.3 Treasurer-Budget**
 - 5.4 Committee Reports**
- 6. Roll Forward and Follow Through (10 minutes)**
 - 6.1 Notes from acting VP Academic Affairs-Dr. Bill Orr**
 - 6.2 Items generally:**
 - a. Status of curriculum committee manual scheduled for first reading in December (discussion) and second reading in January, action item in February AS meeting----reschedule**
 - b. Program Review template form/SLO portion to be reviewed in January meeting----reschedule**
 - c. Faculty handbook in March 2011, perhaps----reschedule**
 - d. Faculty evaluation forms scheduled for April, 2011----verify**

- e. Faculty hiring policy, HR director to be requested to address AS in January or February----reschedule
- f. Action on AS resolution from 2007 regarding Administrative Evaluations----reschedule
- g. Other actions to be put on roll Forward detailed at meeting

7. Appointments (10 minutes) (&Action)

7.1 Report on tenure

8 Discussion/Reports (15 minutes)

8.1 Incomplete Grade Policy

8.2 Issue of SB 1440

8.3 Accreditation issue of proficiency

8.4 Discipline List revisions

9. Action Agenda (30 minutes)

9.1 Report of election ballots

**9.2 Recommendation on standardizing the distance education process
For the online guidelines**

10. From the Floor

11. Adjournment

Barstow Community College
Academic Senate Meeting
March 9, 2011
Room B-17
12:20 p.m.

1. Call to Order

The meeting was convened on March 9, 2011, in Room B17 at 12:20 p.m. by Academic Senate President Dr. Joann Jelly.

2. Roll Call

Senators in attendance included: Robert Stinson and Gene Low. Guests included: Penny Shreve, Lewis Goldstein, Scott Bulkley, and Nancy Nunes-Gill. **There was no quorum present so no official meeting could be held.**

3. Officer's Reports

President Joann Jelly made the following report:

- The Academic Senate elections were held this past week. The votes were counted Tuesday, March 8 at 4:00 p. m. by Joann Jelly, Gene Low, Apineru Leafoli, and Robert Stinson.
- The new President is Scott Bulkley, the President-Elect is James Dorn, and the at large Senator is Dawn Howey (two year term).
- The elections for Curriculum Committee members and Senators from the Divisions was flawed and will be conducted again in April.

Submitted by Robert Stinson, Secretary
Academic Senate
Barstow Community College

Barstow Community College
Academic Senate Meeting
April 26, 2011
Room S-11A
12:20 p.m.

Roll Call:

Senators in attendance included: Robert Stinson, Gene Low, James Dorn, and Dawn Howey.

Guests included: Lewis Goldstein, Bret Sage, Robert Pacheco, David Grossman, Scott DeWald, and Bill Orr.

I. Call to Order:

The meeting was convened on April 26, 2011, in Room S-11A at 12:25 p.m. by Academic Senate President Scott Bulkley.

II. Approval of the Agenda:

The motion for approval was made by Robert Stinson and seconded by James Dorn. There was no discussion and the vote for was unanimous.

III. Approval of the Minutes for March 9, 2011:

The motion for approval was made by James Dorn and seconded by Robert Stinson. There was no discussion and the vote for was unanimous.

IV. Public Comments:

Dr. Bill Orr, Acting Vice-President for Academic Affairs, brought two dates forward for consideration. The first was Honor's Day, May 13, at 6 p.m. in the gymnasium. Musical introduction will be presented by two vice-presidents and two faculty members. This is for honoring academic achievement of our students. The second date is Graduation, May 16, and faculty attendance is required. The schedule of events will be available this afternoon and will be sent to all faculty via email.

V. President's Report:

President Bulkley welcomed all who were present (senators and guests). He handed out copies of the last two *Senate Rostrums* and a academic senate card which has Title V regulations on one side and the 10 plus 1 on the other. It was noted that David Grossman, Dean of Instruction, has an article in the March 2011 *Senate Rostrum* entitled, "The Relationship of the Researcher with Faculty in Assessing Student Learning."

a. The new SLO Co-ordinator is Nancy Nunes-Gill; this appointment was made in consultation with David Grossman and Robert Pacheco. Nancy has been an active member of the SLOAC committee for the past few years.

b. Since the Math/Sci/PE senator was recently elected to the position of President-elect, a new division representative needs to be appointed to finish out the 3 weeks term. The appointment is Bret Sage, Biology, to serve through May, 2011.

c. New elections are needed for division representatives and at-large members of the Curriculum Committee. There were a number of flaws in the March election. It should have been in two stages with the President, President-Elect, and At-large Senator in the first stage, and the curriculum members and division senators in the second stage. Curriculum members are elected at-large and the Academic Senate President then appoints 3 division members. There were some who wanted to run for a specific office but were left off the ballot. New elections will be held very soon.

d. Gene Low is appointed as the Academic Senate representative to the Technology Committee. Representatives are needed on the Strategic Planning Committee; President Bulkley will send out an announcement to see who is interested in serving. Ramon Vasconcellos has expressed interest.

VI. Reports:

a. **Accreditation-report made by Robert Pacheco.** He stressed the need for senators to become involved in the process of accreditation and assume leadership roles on campus. He talked about the Bologna Accords which aligns student learning outcomes and assessments from two year degrees through Master's level from nation to nation throughout Europe. The governments of Europe are the accrediting agents and they basically dictated the Accords to all colleges and universities. It is important for the Senate and colleges in general to take that leadership role before someone dictates it to us (as in Europe). The process is going well here at Barstow but it is tedious. Five of the seven persons who wrote the last report are no longer on campus so there are some gaps.

VII. Action Items:

a. **New Business;** Travel to the Curriculum Institute, July 14-16, 2011, San Diego, CA. Penny Shreve, the Curriculum Committee co-chair for the last few years, has requested funds to attend. The motion to approve was made by Gene Low and seconded by Robert Stinson. The deadline for registration is June 13 and total costs are estimated at approximately \$1000. This includes registration fees, lodging, meals, and travel. It was commented that it is important for Barstow to have presence at these meetings especially with changes in SB1440 coming. The vote for was unanimous.

VIII. Discussion Items:

a. **Evaluation of Administrators as per Ed Code.** President Bulkley is working on a resolution to present to the Board of Trustees that there should be evaluation of administrators. He has had positive discussions with the college President, Dr. Thom Armstrong. Questions were asked concerning who would do the evaluations and what type of procedure would be used. Other schools have done surveys that have included all appropriate groups. Historically, there is a process by which the Academic Senate evaluates the District President. How they procedure works has depended on the Senate at that time whether it is an open forum or done one-on-one with the President.

It was noted that we could use a form very similar to the one we already use for faculty evaluation by students. It is standardized and anonymous and would be easy to mirror that

basic process. The Senate President was directed to research how other community colleges evaluate administrators and to submit a process or examples with the resolution to the BOT.

b. **New Distance Education Platform.** James Dorn, Distance Learning Coordinator, presented two basic options for a distance education platform. The college was directed by an ACCJC recommendation to move from a text-based platform at the last accreditation visit. Due to severe budget restrictions, the only viable platforms are “freeware” types. The two most commonly used are Moodle and Sakai. For ease of use, ease of training, size of the community of users, Moodle was the recommended platform. A slide show is available for those who want to see the overall comparisons. Sakai is a robust platform but requires significantly more programmer knowledge to use effectively. The question was asked about the effects on Nancy Olson’s office if we switch. James has worked with Nancy in his evaluation and there would be no decrease in workload with the switch. However, faculty would take more ownership of their courses. This will be placed as an action item on the May agenda for the Senate to make a recommendation to move forward on this issue.

c. **Program Review Cycle and Schedule.** James Dorn made a motion to table this item until the May meeting and seconded by Gene Low. The vote for was unanimous.

IX. Adjournment.

The motion to adjourn was made by James Dorn and seconded by Gene Low. Vote for was unanimous.

Submitted by Robert Stinson, Secretary
Academic Senate
Barstow Community College

Barstow Community College
Academic Senate Meeting
May 17, 2011
Room S-9
3:00 p.m.

Roll Call:

Senators in attendance included: Robert Stinson, Gene Low, James Dorn, and Scott Bulkley.
Guests included: David Grossman, Scott DeWald, Bill Orr, Nancy Nunes-Gill, Sally Vandenberg, and Jill Murphy.

I. Call to Order:

The meeting was convened on May 17, 2011, in Room S-9 at 3:10 p.m. by Academic Senate President Scott Bulkley.

II. Approval of the Agenda:

The motion for approval was made by Robert Stinson and seconded by James Dorn. There was no discussion and the vote for was unanimous.

III. Approval of the Minutes for March 9, 2011:

The motion for approval was made by James Dorn and seconded by Gene Low. There was no discussion and the vote for was unanimous.

IV. Public Comments:

Dr. Bill Orr, Acting Vice-President for Academic Affairs, reminded everyone that the ASB needs a faculty advisor; required for the ASB to function legally. An advisor is needed beginning in the Fall semester.

V. President's Report:

President Bulkley welcomed all who were present (senators and guests). He reminded everyone that the Academic Senate adhered to Robert's Rules of Order. Comments should be addressed to the Chair and you need to be recognized by the Chair before you speak. We will also stick to the time table as outlined in the agenda. Senate membership cards were put in every full-time faculty mailbox, but some were inadvertently discarded. Replacement cards will be given to the faculty who still need one. A lead time of 5-6 weeks is needed to have items placed on the AS agenda. The August agenda is full at this time so September is the first available meeting date to have an item put on the agenda. Agendas are flexible, however, and changes can be made if necessary. The new elections are currently underway; you can vote in the Instruction Office until 3:00 Friday, May 20th. The elections are for three at-large Curriculum Committee members and one Divisional representative for the Academic Senate.

VI. Action Items:

a. New Business

1. Approval of Moodle Distance Education Platform. A motion to approve was made by James Dorn and seconded by Gene Low. One of our recommendations at our last on-site accreditation visit was to change our DE platform from the text based one we had been using. The two we considered were Moodle and Sakai; both are open source but Moodle is the recommended choice. Moodle is used in the entire United Kingdom, Australia, and many schools in California. The question was asked if there would be opportunity in Moodle to put videos directly in the class instead of having to use short vignettes. A 20-30 minute film can be done with Moodle; but some coding will have to be done in advance. There is a DL Manual being written to address that issue. Does Moodle transcribe dialog like Camtasia can? The answer was no; Moodle is a platform that centralizes all components. The Chair asked how quickly would the transfer be done? How much more work for faculty to convert classes? How much and what type of training would be needed? There will be a limited launch the 2nd nine weeks of the Fall semester. There will be a lot of work for the faculty; they will have to be Moodle certified and trained. Also, it was pointed out that faculty need to know the technology if they teach online and not have a third person do the work for them. Dr. Orr stated that there is a one year period to convert and we will be using the same system we now employ during that time. It has already been budgeted and we will begin the integration as soon as the Senate approves Moodle. Full-time faculty will be certified (3 wk class, \$49; is a self paced version available). College will pay for the full-time faculty but not the adjuncts. In-house training is also needed; there is a 24-7 help line for both students and faculty. Additional information and training books, etc. can be seen at the Moodle website (moodle.org). The question was called and the vote for was unanimous.

VII. Discussion Items:

a. Program Review Cycle and Schedule.

In the past the college has done a three year cycle of Program Review. One year was the full review and then two years of shorter updates or summaries. CTE is, by law, on a two-year cycle of Program Review. The question is do we want to continue this process and use the form Dr. Wheeler introduced last year. A suggestion was made to do the Discipline Program Review one year followed the next year by the Degree Program Review. The Discipline PR is a Title V requirement and the Degree PR is an ACCJC requirement. It was suggested that the new PLO model being tested could be used as the Degree PR and done every year. Then the Discipline PR could still be done on the three year cycle. At the next meeting of the Academic Senate in the Fall, this topic will be included as an action item on the agenda.

b. Core Competency Assessment Pilot.

Nancy Nunes-Gill presented the summary of finding for the Core Competency Assessment Pilot (assessed Communication). The idea is to assist the instructor to help student achieve success. The complete report was included in the package for each individual. The discussion digressed somewhat and assessment of reading levels was discussed. We currently do not have a reading assessment or requirement. It would require a full-time person to administer that program; we

do have a writing assessment. There are rubrics for Basic Skills Initiatives that have four reading levels prior to transfer. The faculty would need to respond to this because enrollments in certain courses would decrease. It was noted that the Tutorial Center needed more faculty input and that tutors should meet with instructors. The next step in the pilot would be to look at Critical Thinking in the Fall. This will be placed on the agenda in the Fall as an action item.

c. Defining Programs for Accreditation and ACCJC Expectations in Outcomes.

ACCJC is most concerned with student success and they define success as completion. As far as ACCJC is concerned, the institution is accountable for completion (success). The counselors are having students with 90 or more hours be placed in open registration; the idea is to get them to move on! The Chair stated that the AS needs to draft a resolution (strong or weak) to support the efforts being done in this area. It is part of the faculty's responsibility to assess, evaluate, and turn in the completed forms. This will be placed on the Fall agenda as two separate action items.

IX. Adjournment.

The motion to adjourn was made by James Dorn and seconded by Gene Low. Vote for was unanimous.

Submitted by Robert Stinson, Secretary
Academic Senate
Barstow Community College