

Barstow Community College
ACADEMIC SENATE AGENDA
Minutes

DATE: Thursday, September 6, 2012

TIME: 12:00 - 12:50 p.m.

PLACE: Room S9

CALL TO ORDER: The meeting was called to order at 12:04 by President Bulkley.

Members Present: Scott Bulkley, Rich Johnston, Sally VanDenBerg, Kyri Freeman, Dawn Howey, and Nancy Nunes-Gills.

Members absent: Bret Sage (arrived late) and participated in final motions of meeting.

APPROVAL OF THE AGENDA: A motion to approve the agenda was made by Sally VanDenBerg and seconded by Rich Johnston. The motion carried.

APPROVAL OF THE MINUTES: May 2012 Minutes were not available for review. Approval of May Minutes will be made at the October meeting.

PUBLIC COMMENTS

Penny Shreve-Smith: Moving forward regarding Accreditation. They have identified "Champions" in the various areas. Ms. Shreve-Smith also suggested that the Academic Senate have an additional "standing" meeting for Accreditation issues.

Nancy Nunes-Gills: appointees to committees?? President Bulkley stated that appointees would be discussed in the President's Report to follow.

PRESIDENT'S REPORT

- Welcome to first regular meeting of the year.
- Handout defining the role of the Academic Senate
- Meeting schedule: last year we completed 100% of our agenda. Finished the year with no outstanding issues.
- According to by-laws and constitution we hold one meeting per month with additional meeting if necessary.

- There were 4 additional meetings held last year. Plan is to continue with one regular meeting and special meetings as necessary.
- Nancy Nunes-Gills feels that due to Accreditation issues, the additional meetings will be necessary. Asking for the date/time to be set aside just in case. President Bulkley states we will stick to meeting schedule as outlined above.
- Committee appointments have been sent to President.
 - Should be hearing soon regarding the standing committees. Chair for SLOAC and DE committee will be announced thru the Chairs of those committees.
- Faculty Chair of Curriculum Committee announced: Kyri Freeman
 - 2-year appointment
 - Curriculum Committee will resume Friday, September 21, 2012

OTHER REPORTS

Report from Curriculum Institute and SLO Pre-Session (Nunes-Gill) (5 min)

Jill Murphy and Nancy Nunes-Gills attended

Nunes-Gill report:

- students are very different. Teaching methods need to change as well.
- Learning is subtle, but more intricate and complicated.
- Colleges are not cookie-cutters, and we all need to be looked at uniquely.
- We need to step up and define, vs the State coming in and telling us what to do
- As far as BCC: improvement from Fall to Spring in SLOs
- Focus will be to embrace adjuncts

ACTION ITEMS

Election of Senate Secretary

The Academic Senate President handles agendas. Secretary duties include taking and typing minutes and providing President's Office with the Senate Attendance sheet. Nominations were opened. Nancy Nunes-Gills nominated Dawn Howey. The motion was made by Kyri Freeman and seconded by Rich Johnston. Motion was passed unanimously.

Election of Senate Treasurer

Duties of Treasurer include keeping track of accounts, and balances as well as preparing conference arrangements. Duties were discussed/presented and nominations were opened. Nancy Nunes-Gills nominated Rich Johnston. Motion was made by Sally VanDerBerg and seconded by Nancy Nunes-Gills. Motion was passed unanimously.

Approval of Travel for President to Fall Plenary Session

Customary for President to represent Senate at Plenary Sessions. Ideally we could send 2 or more senators, however the budget will not allow that to happen.

Location of Fall Plenary: Irvine Marriot . Nov 8-10th

Estimated cost not to exceed \$1200. Motion was made by Dawn Howey and seconded by Nancy Nunes-Gills. Motion passed.

Review and Approval of New Program Review Template

Motion to approve was made by Rich Johnston and seconded by Kyri Freeman.

Discussion ensued. President Bulkley reminded Senate that this form is in DRAFT form.

Bob Stinson introduced/described form. After overhaul by Dr. Wheeler which replaced a 2-page inadequate form. Dr. Wheelers form was very extensive. This form was modified from another college's template. The form was put together by Jayne Sanchez. It has all of the basic items from previous form.

Major change due to current budget situation. Funding (outside of normal budget) will require Budget Allocation form, approved by the IOC, Senate, etc.

Much more stream-lined form. Asks question, fill in information, submit.

Has been sent out to faculty for review.

DCP will be the faculty lead in each discipline. Humanities & Social Science Division, and Natural Sciences Division are due for full Program Review.

Several issues were discussed including:

- Nunes-Gills—DCP will be paid by college. Pres states that it is an issue that needs to be negotiated.
- Shreeve-Smith: reluctant to take out Department from the label:
Department/Program:
- Need for Plan under areas such as: assessment data. What is the plan if there are weaknesses found in those areas? Stinson says covered in 6B2
- Bulkely: 4C redundant? Shreve: no.
- Add new box F under section 4: Curriculum.

A motion was made to table this item until next meeting. Motion was made by Nancy Nunes-Gills and seconded by Rich Johnston. A Special meeting will be held this month.

ADJOURNMENT: A motion to adjourn the meeting was made by Sally VanDenBerg and seconded by Bret Sage. The meeting was adjourned at 12:56 p.m.

Barstow Community College
ACADEMIC SENATE AGENDA
Special Meeting

DATE: Thursday, October 4, 2012

TIME: 12:00 - 12:50 p.m.

PLACE: Room S9

CALL TO ORDER:

The meeting was called to order at 12:05 p.m. by President Bulkley. Those Senate members in attendance were: Rich Johnston, Bret Sage, Gene Lowe, Sally VanDenBerg, Scott Bulkley, and Dawn Howey. Those absent were Kyri Freeman. Guests included Dr. Bob Stinson and Kim Young.

APPROVAL OF THE AGENDA

Motion to approve the agenda was made by Rich Johnston, and seconded by Sally VanDenBerg. The motion passed unanimously.

APPROVAL OF THE MINUTES

Minutes of April 5, 2012 were reviewed by Senate members. A motion was made by Rich Johnston and seconded by Dawn Howey to approve the minutes. The motion carried unanimously.

PUBLIC COMMENTS

Gene Lowe spoke regarding a recent presentation regarding SB1440. The concern is that the Ed Code states "no additional local requirements allowed" for AST/AAT degrees. In the past, and to counselor's knowledge, local colleges have been able to add their own local requirements. He stated that CSU campuses will not take our students without transfer degree designated on transcripts. This issue will be brought up as an action item on a future agenda.

PRESIDENT'S REPORT

President Bulkley reported on his participation on the Institutional Effectiveness Committee. He feels that this has been very beneficial for Academic Senate to be active and included on this important committee. At the December Academic Senate meeting, we will be making recommendations on the budget thru items presented to the Institutional Effectiveness Committee via the Budget Allocation Forms.

The President recently attended the Board of Trustees Retreat. This serves as an annual evaluation of the Board. They reviewed previous goals and discussed further goals. The Board feels that faculty is not fulfilling their functions. They stated that some faculty are holding down more than one job at a time, and not making BCC the focus of their professional life. President Bulkley countered that our faculty does more than just teach classes. They serve on various committees, they are assigned to evaluate numerous faculty members each year, and they make up one-third of the members of the curriculum committee. Faculty have been extensively involved in the follow up to ACCJC reports, as well as serving as Champions for various areas of concern on the ACCJC recent recommendations. Faculty are continuously working on SLOs, and they are regularly involved in the Program Review Process. Evidence demonstrates beyond a

shadow of a doubt that the faculty go above and beyond and all evidence points to the fact that faculty are doing their jobs. The Board of Trustees has made it a goal of faculty to be more involved.

President Bulkley also reminded the members that the Senate meets on the first Thursday of every month.

ACTION ITEMS

Review and Approval of Instructional Program Review Template

Motion to approve the Instructional Program Review Template was made by Bret Sage, and seconded by Rich Johnston. This is a second reading of the document. This is a more streamlined version than previous template from Dr. Wheeler. It is data-driven, more workable document. Dr. Stinson stated that all of the changes suggested were made.

Budget Allocation proposals are to be included in the Program Review. This will help Senate to prioritize. The motion carried unanimously.

Review and Approval of Instructional Annual Update Program Review Template

The Annual Update form was also reviewed. This is a more concise form.

Motion to approved Annual Update passed unanimously.

Review and Approval of Non-Instructional Program Review Template

The Non-Instructional Program Review Template was presented by Kim Young. The goal was to keep the Instructional Program Review aligned with Instructional Program Review. Goal is for administrative departments to go back and use the new template according to a scheduled process. Dr. Stinson pointed out that this is a recommendation of ACCJC to do Program Reviews in all areas of the college. Motion carried unanimously.

DISCUSSION ITEMS

1. Administrative Procedure Revisions
 - a. AP 2712 - Conflict of Interest Code
 - b. AP 5520 - Student Discipline
 - c. AP 5530 - Student Rights and Grievances

Senate was asked to review the revisions. Senate reviewed and made some recommendations which President Bulkley will submit at the next PAC meeting.

AP2712: Does not deal specifically with faculty.

AP5520: discussed Suspension/Expulsion hearing procedures. Draft suggest a removal of the Academic Senate President from appointing members to the Board. There is concern over taking out Academic Senate involvement, and on removing clause for personal bias of committee members.

Also concerns over students rights to a public hearing, and in taking out the part of a witness speaking under oath.

AP5530: only left with grades as grievable actions.

Uncomfortable with change to Human Rights *Technician*. This could be someone not trained, and all of the others involved Management positions.

Do not want to remove any references to Academic Senate appointing powers. Again, the conflict of interest "person" has been deleted, why??

p. 28 earlier took rights of public hearing away, but now states both parties have to agree.?

Pres recommends that we continue to review. Email/contact him if there are further concerns. President Bulkley will discuss at upcoming PAC meeting those items discussed and/or presented.

ADJOURNMENT

A motion was made by Rich Johnston, and seconded by Dawn Howey to adjourn the meeting. The motion carried, and meeting was adjourned at 12:55 p.m.

Barstow Community College
ACADEMIC SENATE
Minutes of Special Meeting

DATE: Tuesday, November 6, 2012

TIME: 12:00 - 12:50 p.m.

PLACE: Room S9

CALL TO ORDER

The meeting was called to order at 12:08 p.m. by President Bulkley. Members present included President Scott Bulkley, President-Elect Sally Van Den Berg, Rich Johnston, Kyri Freeman, Nancy Nunes-Gill, and Dawn Howey.

APPROVAL OF THE AGENDA

A motion to approve the agenda was made by Rich Johnson and seconded by Kyri Freeman. The motion passed unanimously.

APPROVAL OF THE MINUTES

A motion to approve the minutes of 10.4.12 was made by Dawn Howey and seconded by Sally Van Den Berg. The motion passed unanimously. No changes were made to the minutes.

PUBLIC COMMENTS

None

PRESIDENT'S REPORT

President Bulkley will defer his President's report until the next meeting. He will be attending the State Academic Senate Fall Plenary this weekend, and more information will be provided at next meeting.

ACTION ITEMS

1. Approval of Non-Instructional Annual Update Program Review Template
Motion to approve Non-Instructional Program Review Template was made by Kyri Freeman and seconded by Rich Johnson. Discussion: Kyri stated that she utilized the template for her program's review and felt like it worked well. The motion passed unanimously.

2. Review and Approval of the BCC Distance Education Program Plan
Motion to approve the Distance Ed Program Plan was made by Rich Johnson and seconded by Sally Van Den Berg.

The plan was presented by Robert Stinson on behalf of the Distance Education committee. There was a revision of the program for ACCJC purposes. The new program provides reference to ACCJC standards within each section. Changes were made to Membership section. Dr. Stinson states that this is a fluid document and will be periodically reviewed by Distance Education committee. The committee feels like it addresses ACCJC concerns and demonstrates the importance that BCC puts in its Distance Education. President Bulkley pointed out that Academic Senate has appointed a representative from each division. MIS representative position is currently vacant. Appointed by VP Admin services. Also, the Instructional Support position is vacant. Suggested change to "Appointed by VP Academic Affairs"? Distance Education Coordinator position was appointed on recommendation of Academic Senate. It was suggested that the Program Plan address how each position is appointed.

Another recommended change: instead of saying "recommended" for Adjunct Faculty position, that it state that there WILL be an adjunct representative.

The motion carries unanimously.

3. Travel to Senate Leadership Regional Meeting

The State Academic Senate is sponsoring mini leadership workshops. One day with free registration and free lunch. Goal is to develop faculty leadership. There is a conference Saturday, Dec 1st. President Bulkley suggested Sally Van den Berg to attend. State Academic Senate will take up to five representatives from each college campus. Academic Senate will fund mileage for event. Motion to send Sally Van den Berg to the workshop at LA City College was made by Nancy Nunes-Gill and seconded by Rich Johnson. The motion passed unanimously.

DISCUSSION ITEMS

Upon the recommendation of ACCJC, Barstow College Board of Trustees has begun to review Board Policies and plans to finish by March 2013. After that date, the plan is to set a regular schedule for review. The following Board Policies were discussed:

Administrative Procedure Revisions

- AP 1200 – Mission
- AP 2410 - Policy and Administrative Procedures
 - *new procedure for evaluating
- AP 4101 - Independent Study
 - *suggestion was made to add in that Instructor must agree to Independent Study.*
- AP 4222 - Remedial Coursework
- AP 4235 - Credit by Examination
 - hot topic in Academic Senate currently. There are several concerns including: issues of faculty approval, and bargaining issues regarding workload
 - There needs to be more of a valid reason WHY student is requesting Credit by Examination

- Counselors generally discourage students from “challenging” a course
- AP needs to come up with a petitioning process—who examines the petition, who decides on if an exam is given, etc.
- Seems to be an “informal” process, but would be better if written out specifically
- <http://www.barstow.edu/AdmissionsRecords/Forms/CreditbyExamination.pdf>
- AP 4250 – Probation
 - Discussed why the in writing notification was removed?
- AP 4255 - Disqualification and Dismissal
 - Discussed why the written notification was removed?
- AP 4260 - Prerequisites and Co-requisites
 - since the three week deadline was removed, what is the alternative option? Recommend to leave the time frame in, especially since it states “should”
 - Counselor stated it should be included in the catalog as well.
 - Most prerequisites are math and science, and occasionally English 1C.
- AP 5010 - Admissions
- AP 5011 - Admission of Minor Students
 - Discussion as to why only “highly gifted” have the right to an appeal?

The following policies will be read/reviewed by the Academic Senate members. If there are any further issues, members will send an email to President Bulkley. It was suggested that we table the meeting to review the last few policies. President will sent out notification of meeting time.

- AP 5013 - Students in the Military
- AP 5015 - Residence Determination
- AP 5020 - Nonresident Tuition
- AP 5030 - Fees
- AP 5031 - Instructional Materials Fees
- AP 5040 - Student Records and Directory Information
- AP 5050 - Matriculation
- AP 5052 - Open Enrollment
- AP 5055 - Enrollment Priorities
- AP 5070 - Attendance
- AP 5075 - Course Registration and Withdrawal
- AP 2712 - Conflict of Interest Code

ADJOURNMENT

Motion to adjourn the meeting was made by Dawn Howey and seconded by Nancy Nunes-Gill. The meeting was adjourned at 1:02 p.m.

Barstow Community College
ACADEMIC SENATE AGENDA
Special Meeting

DATE: Thursday, December 6, 2012

CALL TO ORDER

The meeting was called to order at 12:05 by President Bulkley. Those in attendance included President Scott Bulkley, President-elect Sally VanDenBerg, Dawn Howey, Rich Johnston, Bret Sage, and Nancy Nunes-Gill. Absent members: Kyri Freeman. Guests: Dr. Stinson.

APPROVAL OF THE AGENDA

A motion to approve the agenda was made by Bret Sage and seconded by Sally VanDenBerg. The motion carried.

APPROVAL OF THE MINUTES

A motion was made to table approval of the minutes until the January 17, 2013 meeting.

PUBLIC COMMENTS

None.

PRESIDENT'S REPORT

Nothing at this time.

ACTION ITEMS

- **Prioritization for Hiring of New Full-Time Faculty Positions**
 - BCC President stated that we need three fulltime, temporary faculty to get on the right side of the 50% law.
 - Budgeted for two full-time positions for this academic year, although none have been hired as yet. As a result, add a third position.
 - Academic Senate has been asked to prioritize given a list submitted by Academic Affairs, and CTE.
 - Nancy discussed CTE position has changed in terms of their priorities. (move automotive to 1st CTE priority)
 - After discussion, the Academic Senate assigned a rating system and came up with the following recommendation:
 - 1. English
 - 2. Automotive
 - 3. Reading
 - Motion to approve prioritization list made by Bret, Nancy. Motion carries. One opposed.

- Review and Approval of BCC 2012-2015 Strategic Plan
 - Presented by Robert Stinson. This document has been reviewed by IECC.
 - A motion to approve was made by Nancy, seconded by Sally. No discussion. Motion passed unanimously.
- Travel to Accreditation Institute: Feb 8-9, 2013, San Jose, CA
 - Sally VanDenBerg has expressed interest. Motion to send Sally VanDenBerg to Accreditation Institute with an estimated cost not to exceed \$1000. Motion was made by Rich Johnston, and seconded by Dawn Howey. The motion passed unanimously.

DISCUSSION ITEMS

- Board Policy Review/Revisions
 - *Items in bold were discussed as possible changes/conflicts, etc.
 - BP 2010, 2015, 2100, 2105, 2110, 2210, 2220, 2305, 2310, 2315, 2320, 2330, 2340, 2345, 2350, 2355, 2360, 2365, 2410, 2430, 2431, 2432, 2435, 2510, 2610, 2710, 2715, **2716**, 2717, contradicts 2716??
 - 2720, what is the definition of serial??**
 - 2725, is this from Ed code?**
 - 2730**, 2735, 2740, 2745, 2750, 4010, 4020, 4025, 4030, 4040, 4050, 4060, 4070,
 - 4100, no mention of Transfer degrees**
 - 4105, 4110, 4220, 4235, 4260, 4300, 4400

Administrative Procedure Review/Revisions

AP 2110, 2340, 2360, 2365, 2435,
2510, add in #11
Governance Summary: mistake –needs to be “rely primarily upon” –or even do away with the chart
 2710, 4010, 176 days in calendar
 4020,
 4021, change 3rd bullet point to AS vs Curriculum
 Change that CTE is biennial, but other programs are every 3 years
 4025, 4050, 4070, 4100, 4103, 4105, 4225, 4230, 4231, 4240, 5012, 5035, 5110, 5120, 5140, 5150, 5205, 5210, 5300, 5400, 5410, 5420, 5550, 5700

ADJOURNMENT

Motion to adjourn was made by Dawn Howey, and second by Sally Vandenberg. Motion passed unanimously. The meeting was adjourned at 1:18 p.m. Next meeting will be Thursday, January 17, 2013 @12:00 p.m.

Academic Senate will be meeting the first Thursday of every month.

Barstow Community College
ACADEMIC SENATE AGENDA
Special Meeting
Minutes

DATE: Tuesday, February 5, 2013

TIME: 12:00 - 1:00 p.m.

PLACE: Room S9

The meeting was called to order at 12:05 p.m. by President Bulkley. Members in attendance included President Scott Bulkley, President-Elect Sally VanDenBerg, Dawn Howey, Rich Johnston, Bret Sage, and Nancy Nunes-Gills. Members absent were Kyri Freeman.

Guests: Lewis Goldstein, Gene Low, and Kym Jackson.

A motion to approve the agenda was made by Dawn Howey and seconded by Bret Sage. Motion carried unanimously.

PUBLIC COMMENTS:

Nancy Nunes-Gills speaking as SLO Coordinator. Reports that 100% of Faculty submitted SLO's for Fall 2012. All Program Reviews and updates were also submitted.

CLOSED SESSION:

Bret Sage motioned to move to closed session, seconded by Rich Johnston.

OPEN SESSION:

A motion to reconvene was made by Bret Sage and seconded by Rich Johnson. The meeting was reconvened at 12:58 p.m.

There were no actions taken in closed session, and therefore there was nothing to report. A motion to adjourn the meeting was made by Dawn Howey and seconded by Sally VanDenBerg. The meeting was adjourned at 12:59 p.m.

Barstow Community College
ACADEMIC SENATE AGENDA
Special Meeting
Minutes

DATE: Thursday, February 7, 2013
TIME: 12:00 - 1:00 p.m.
PLACE: Room S9

The meeting was called to order at 12:03 p.m. by President Bulkley. Members in attendance included President Scott Bulkley, President-Elect Sally VanDenBerg, Dawn Howey, Rich Johnston, Bret Sage, Kyri Freeman and Nancy Nunes-Gill.

Guests: Gustavo Benito.

A motion to approve the agenda was made by Rich Johnston and seconded by Sally VanDenBerg. Motion carried unanimously.

A motion to approve minutes from: 9.6.12, 11.6.12, 12.6.12, and 2.5.13 was made by Kyri Freeman and seconded by Rich Johnston. Minor spelling changes were made to a couple of the minutes. Changes will be made. Motion carries.

No public comments were made.

Regarding travel to Senate Conferences.

Sally VanDenBerg has expressed interest in attending the Academic Academy 2013 with ASCCC. Estimated cost: not to exceed \$700. Motion to approve sending Sally VanDenBerg to conference was made by Nancy Nunes-Gill and seconded by Dawn Howey. Motion carries.

Jacob Batarseh has expressed interest in attending the Vocational Education Leadership Institute with ASCCC. A motion to send Jacob Batarseh and one other faculty was made by Kyri Freeman and seconded by Nancy Nunes-Gill. Estimated cost: not to exceed \$300. Motion carries.

REVIEW AND APPROVAL OF BCC ACCREDITATION FOLLOW-UP REPORT

The following items were discussed:

- Several Academic Senate representatives' p. 11 #3-
- p. 15 add DE chair attended meeting
- No program review schedule done yet for non-Instructional side. Maybe add to page 15
- p. 20 staffing (II Action Steps)
- p. 21 top of page "trends identified..."
- p. 21 minutes available?
- p. 22 IV Planning Agenda/Next Steps
- p. 36? Computers purchased?
- Issues around HR aspects. Evidence??
- p. 26-27, Academic Senate was involved, yet not mentioned.
- Evidence—citations? Why are they not included here in the packet? ie checklists, tables should be included in text, not just in the evidence area.

Changes/suggestions will be made to Dr. Jamail Carter with cc to Scott Bulkley

CLOSED SESSION:

Motion to adjourn to closed session was made by Rich Johnston and seconded by Kyri Freeman. Meeting was adjourned to closed session to discuss tenure recommendations for Full-time faculty members. Recommendation: In accordance with section 12.3.5 of BCFA Collective Bargaining Agreement, the Academic Senate has reviewed evaluations for: Nancy Nunes-Gill, Jill Murphy, Gene Low, and Kym Jackson and recommends that all four be granted tenure at BCC.

The Senate did concur with the recommendation of Jill Murphy, Nancy Nunes-Gill, and Gene Low. The senate did not concur with the recommendation of the Summary Evaluation Committee report for Kym Jackson.

Motion to approve these recommendations was made by Rich Johnston and seconded by Sally VanDenBerg. The motion passed unanimously.

Motion to adjourn closed session was made by Nancy Nunes-Gill and seconded by Kyri Freeman. Closed session was adjourned at 12:55 p.m.

OPEN SESSION: The Academic Senate reconvened at 12:56 p.m.

Report out:

In closed session The Barstow Academic Senate took following action:

In accordance with section 12.3.5 of BCFA Collective Bargaining Agreement, the Academic Senate has reviewed evaluations for: Nancy Nunes-Gill, Jill Murphy, Gene Low, and Kym Jackson and recommends that all four be granted tenure at BCC.

The vote was unanimous.

ADJOURNMENT

A motion to adjourn the meeting was made by Kyri Freemand and seconded by Rich Johnston. The meeting was adjourned at 12:57 p.m.

Barstow Community College
ACADEMIC SENATE AGENDA
Special Meeting
Minutes

DATE: Thursday, March 7, 2013

TIME: 12:00 - 1:00 p.m.

PLACE: Room S9

The meeting was called to order at 12:07 p.m. by President Bulkley. Members in attendance included President Scott Bulkley, President-Elect Sally VanDenBerg, Dawn Howey, Rich Johnston, Kyri Freeman, and Nancy Nunes-Gill. Absent: Bret Sage. Guests: Gustavo Benito, Penny Shreve-Smith

A motion to approve the agenda was made by Sally and seconded by Nancy. Motion carried unanimously.

A motion to approve minutes from: 2.7.13 was made by Nancy and seconded by Sally VanDenBerg. One minor typing error and changes were made to a couple of the minutes. Changes will be made. Motion carries.

PUBLIC COMMENTS

Penny Shreve-Smith: has met with faculty, DE Committee. Approval for blanket advisory for a level of reading as a course requirement in all courses. Curriculum Committee will get on agenda for next meeting.
Repeatability must be completed on courses.

Kyri Freeman: Validating Pre-requisites. There needs to be a better system/form, etc. If changes are made, it will go thru Curriculum Committee, but for no changes, the desire is to streamline the process.

PRESIDENT'S REPORT

Senate elections next month

2 tier process this year. Select new President Elect, and a new At large rep
2nd election will be for divisional reps.

If you are interested in running, respond to President Bulkey's email.

Six positions open this year.

ACTION ITEMS

Approval of Travel to the Spring Plenary Session in San Francisco and

Motion to approve sending Sally Vandenberg to Spring Plenary April 18-20th was made by Nancy Nunes-Gill, and seconded by Rich Johnston.

Estimated cost: \$1200 + \$100 for Area D Meeting. Motion carries.

Area D Meeting in San Bernardino

March 30th 10-3. Salley VanDenBerg will attend.

Approval of Travel to the Faculty Leadership Institute in Sacramento

June 13-15. Sally VanDenBerg, as incoming President, should be the one to attend. Motion to send Sally VanDenBerg to Faculty Leadership Institute was made by Nancy Nunes-Gill and seconded by Rich Johnston.

Estimated cost \$1300. Motion carries unanimously.

Approval of Travel to the Curriculum Institute in Anaheim

To be held at the Sheridan in Anaheim. July 11-13th, 2013.

Curriculum Chair is usually the person to attend this meeting. Motion to send Kyri Freeman to Curriculum Institute was made by Nancy Nunes-Gill and seconded by Rich Johnston. Kyri Freeman has asked that we select a substitute in case she is unable to attend.

Motion amended to: send either the Curriculum Chair or a member of the Curriculum Committee

Estimated cost: \$900.

That will virtually expend the AS account for the year.

Motion carries.

DISCUSSION ITEMS

Administrative Procedure Review/Revisions

AP 3050,

3200: recommend change. Under Procedures "AS president or designee"

3250: changes to flow charts. Planning and Program Review Cycle –has this been Board-Approved.

3280: no discussion

3300: no discussion

3310:

3410: discussion—religion or religious creed. President states the language is verbatim from Ed Code.

3440: no discussion

3500: concerns over lack of safety plan. Further planning is in the development. Do we have campus police?

3510: change very last line as we do not have District police

3516: no discussion

3530:

3560: no discussion

3710: extremely vague

3810: no discussion

3820: no discussion

If any other issues are noted, email to Pres no later than March 8th, 2013.

ADJOURNMENT

A motion to adjourn the meeting was by Dawn Howey and seconded by Kyri Freeman. The meeting was adjourned at 12:59 p.m.

Barstow Community College
ACADEMIC SENATE AGENDA
Special Meeting
Minutes

DATE: Tuesday, April 23, 2013

TIME: 12:00 - 1:00 p.m.

PLACE: Room S2

The meeting was called to order at 12:05 p.m. by President Bulkley. Members in attendance included President Scott Bulkley, President-Elect Sally VanDenBerg, Kyri Freeman, Dawn Howey, and Nancy Nunes-Gill. Members absent were Rich Johnston, Bret Sage.

Guests: Zhenying Jiang

A motion to approve the agenda was made by Kyri Freeman and seconded by Sally VanDenBerg. Motion carried unanimously.

A motion was made to table the minutes of 3.7.13 meeting by Kyri Freeman and seconded by Dawn Howey. Motion carried unanimously.

PUBLIC COMMENTS:

None

PRESIDENT'S REPORT

Elections coming up soon, email this week for those interested in running.

Send email to position you are interested in.

Next meeting will be May 2, 2013.

President Bulkley met with the ACCJC Team during the follow-up visit to Barstow College. President states that the team was impressed with the work that has been accomplished. That report will be given soon. Feel they are leaning toward removing the college from Warning Status. Still concerned that BCC will get too relaxed and stop moving forward.

Pres-Elect: Sally discussion the Spring Plenary. Big/hot topic was MOOC: Massive Open Online Courses

ACTION ITEMS

- Approval for Chinese Professor as Visiting Scholar to BCC.

Motion to approve as visitor scholar by Sally VanDenBerg, seconded Nancy Nunes-Gill. Dr. Jiang is bringing this item to Academic Senate. The visiting professor's major is English. Chinese university wants her to see how American faculty teach their students in English. Everything is paid for, she would just observe, or serve as Teaching Assistant. Hoping this would lead to Exchange Program for students.

Motion carries unanimously.

- Approval of Senate Prioritization List for Future Hiring of Full-Time Tenure-Track Faculty Positions.

Motion to approve prioritization list was made by Kyri Freeman seconded by Dawn Howey.

Discussion: English is actually down two positions

Dean of Voc Ed – Automotive/CTE is now a tenured-track position. Not a temporary position.

IEC recommendations were considered

Kyri Freeman reports that ELEC courses have been archived through Curriculum Committee.

Regarding Budget Allocation Proposals looked at BCCT instructor, but it is not on the list.

Math faculty not requested on Program Review

Dawn Howey expressed concern over the lack of Psychology professor in an area where we are working on a new AA-T degree.

Academic Senate recommends the following prioritization:

1. Psychology
2. English
3. Math
4. History
5. Reading
6. Badm/Management
7. Child Development
8. Electrical

Motion carries unanimously

ADJOURNMENT

A motion to adjourn was made by Kyri Freeman and seconded by Nancy Nunes-Gill. The motion carried unanimously and meeting was adjourned at 12:58 p.m.

Barstow Community College
ACADEMIC SENATE AGENDA
Special Meeting
Minutes

DATE: Wednesday, May 8, 2013

TIME: 12:00 - 12:50 p.m.

PLACE: Room S2

The meeting was called to order at 12:05 p.m. by President Bulkley. Members in attendance included President Scott Bulkley, President-Elect Sally VanDenBerg, Dawn Howey, Rich Johnston, Kyri Freeman and Nancy Nunes-Gill. Members absent were Bret Sage

Guests: Gustavo Bento and Robert Stinson.

APPROVAL OF THE AGENDA

A motion to approve the agenda was made by Rich Johnston and seconded by Nancy Nunes-Gill. Motion carried unanimously.

APPROVAL OF THE MINUTES

A motion to approve the minutes of 3.7.13 and 4.23.13 was made by Rich Johnston and seconded by Nancy Nunes-Gill. The motion carried unanimously.

PUBLIC COMMENTS:

Nancy Nunes-Gill spoke regarding a change in the online course delivery. The change is that online courses will only be offered in two sections versus the previous four start dates. The Distance Education Committee was not involved in the decision. Academic Senate President to speak with BCC President regarding the matter.

PRESIDENT'S REPORT

Senate elections will begin by Friday, May 9th and will conclude May 15th. This is the last Academic Senate meeting of the Academic Year and the last meeting acting as Barstow Academic Senate President.

OTHER REPORTS

1. Distance Ed Committee (Stinson)
 - There has been a change to online course offerings.
 - Distance Ed Committee Chair will be presenting at the Board of Trustees meeting next week.
 - Issues regarding the EAI provider for Moodle. Distance Ed Committee feels that EAI are totally incompetent and has recommended terminating the contract.

2. Curriculum Committee (Freeman)
 - Major projects this academic year include compliance with SLOs. Almost all have been completed.
 - Repeatability of courses
 - Professors need to complete sequence of courses to satisfy this requirement.
 - Most of the courses have been approved.
 - The majority of meeting went smoothly.
 - There will be no new elections as the members are in first year of a 2-year appointment.

ACTION ITEMS

1. Approval of Survey Form for Faculty Evaluation of Administrators
 - A motion was made for discussion on the item by Kyri Freeman and seconded by Sally VanDenBerg. The motion passed unanimously.
 - The President reports that this item is at least seven years in the making. According to Ed Code 87763, Administrators should be evaluated.
 - A model template has been proposed and will begin to be utilized Fall 2013.
 - One suggestion for form was to remove the “sense of humor” and to substitute that aspect.
 - The Senate will evaluate individually (with feedback from their constituents) and then the Academic Senate will finalize the report.
 - This will be used to evaluate all Vice Presidents, and Deans.

ADJOURNMENT

A motion to adjourn was made by Dawn Howey and seconded by Rich Johnston. The motion passed unanimously. The meeting was adjourned at 12:43 p.m.

*minutes approved at 8.14.13 Meeting

