

Barstow Community College  
**ACADEMIC SENATE MINUTES**

**DATE:** Thursday, September 3, 2015

**TIME:** 12:00 - 12:55 p.m.

**PLACE:** Room S9

**CALL TO ORDER**

The meeting was called to order at 12:04 p.m. by President Scott Bulkley. Members in attendance included Scott Bulkley, Sona Vartarian, Susan Nylander, Jill Murphy, Claire Benson, Paul Courtney, Dawn Howey, Rodolfo Duque, and Nancy Nunes-Gill.

Members absent: Gene Low

Guests: Vice President Stephen Eaton, Penny Shreve-Smith, Gustavo Bento, Kyri Freeman, President DiThomas, and Denise Pasley – new BUSI/MGMT tenure instructor.

**APPROVAL OF THE AGENDA**

A motion to approve the agenda was made by Jill Murphy and seconded by Rodolfo Duque. The motion carried unanimously.

**APPROVAL OF MINUTES**

A motion to approve the minutes of 5.7.15 was made by Nancy Nunes-Gill and seconded by Susan Nylander. With some minor changes suggested, the motion carried.

**PUBLIC COMMENTS**

Paul Courtney suggested that all of the names of the Academic Senate members be added to May 2015 minutes. The members listed in the minutes were those that were known at the time of the meeting. The new minutes and attendance sheet will include all of the 2015-16 members.

**OFFICER'S REPORT**

President: welcomed the new Academic Senate members. President Bulkley discussed that all meetings will strictly follow Roberts Rules of Order and that the meetings will take place the first Thursday of each month, with a possible meeting each third Thursday of the month. Membership cards to the Academic Senate for California Community Colleges was presented to each member.

There were no other Officer Reports as officers have not yet been elected.

**OTHER REPORTS**

- *Report from Curriculum Committee and Curriculum Institute*  
**Kyri Freeman** reporting. Kyri attended the Curriculum Institute in July. There were many items discussed including Community Colleges offering Bachelor's Degrees and the CID descriptors, but the issue of Equity seems to be a hot topic.

She suggested that we form a Content Review Plan.

Kyri further reported regarding the new year of the Curriculum Committee. The committee has been formed and meeting dates have been set.

**Nancy-Nunes-Gil** shared that she is working with Liz Locke on a letter of agreement for Internships to be approved by the Chancellor's Office after information received at the CTE breakout on Curriculum.

- *Report from Distance Education Committee*

Sona Vartanian reporting. The Distance Education Committee is currently recruiting members, especially in the counseling area. She listed the accomplishments of the 2014-15 DE Committee including: DE Mission Statement, Authentic Language, Regular and Effective Contact Policy, Proctor Guidelines, Attendance Policy, Discussion Forum Grading Rubric, and a DE Faculty Survey.

Goals for 2015-16 year include Student Success in DE courses, and the new Course Management System for CA Community Colleges, CANVAS.

### **ACTION ITEMS**

- *Election of Senate Secretary*

Dawn Howey was nominated as Academic Senate Secretary. A motion to approve was made by Jill Murphy and seconded by Claire Benson. The motion carried unanimously.

- *Election of Senate Treasurer*

Claire Benson was nominated as Academic Senate Treasurer. A motion to approve was made by Dawn Howey and seconded by Sona Vartanian. The motion carried unanimously.

- *Approval of Travel for President to attend Fall 2015 Plenary Session*

A motion to approve travel for Scott Bulkley to attend the Fall Plenary Session at a cost not to exceed \$1,200 was made by Paul Courtney and seconded by Nancy Nunes-Gill. The motion carried unanimously.

- *Approval of Travel to Fall 2015 CTE Regional Meeting South*

A motion to approve travel for Paul Courtney to attend the CTE Regional meeting was made by Nancy Nunes-Gill and seconded by Jill Murphy. The motion carried unanimously.

- *Approval of Travel to Fall 2015 Curriculum Regional Meeting South*

A motion to approved travel for Kyri Freeman to attend the Curriculum Regional meeting was made by Jill Murphy and seconded by Nancy Nunes-Gill. The motion carried unanimously.

### **DISCUSSION ITEMS**

- *Setting Online Course Enrollment Maximums*

Lowering the 50 student maximum in online courses was discussed. The item will also be discussed with the Distance Education Committee.

### **ADJOURNMENT**

A motion to adjourn the meeting was made by Nancy Nunes-Gill and seconded by Susan Nylander. The meeting was adjourned at 12:59. Next meeting will be held October 1, 2015.

Barstow Community College  
**ACADEMIC SENATE MINUTES**

**DATE:** Thursday, October 1, 2015

**TIME:** 12:00 - 12:55 p.m.

**PLACE:** Room S9

**CALL TO ORDER**

The meeting was called to order at 12:06 p.m. by President Scott Bulkley. Members in attendance included Scott Bulkley, Sona Vartarian, Susan Nylander, Jill Murphy, Claire Benson, Paul Courtney, Dawn Howey, Rodolfo Duque, Gene Low, and Nancy Nunes-Gill.

Guests: Vice President Stephen Eaton, Kim Young, and Faculty members Gustavo Bento, and Ibrahim Aboud.

**APPROVAL OF THE AGENDA**

A motion to approve the agenda was made by Nancy Nunes-Gill and seconded by Jill Murphy. The motion carried unanimously.

**APPROVAL OF MINUTES**

A motion to approve the minutes of 9.3.15 was made by Susan Nylander and seconded by Claire Benson. The motion carried.

**PUBLIC COMMENTS**

Nancy addressed safety concerns on campus, especially students driving in the parking lots. It was suggested that she bring her concerns to the Facilities and Safety Committee.

**OFFICER'S REPORT**

President: distributed issues of the current Rostrum. President Bulkley discussed that all of the evaluation teams have been set. There were eleven full-time and 20 part-time faculty that need to have observations done. Most of the committee membership has been assigned. The Senate office will be moving.

There were no other Officer Reports given.

**ACTION ITEMS**

***1. Approval of Distance Education Committee Membership***

A motion to approve Distance Education Committee Membership was made by Susan Nylander and seconded by Gene Low. An attendance policy will also be included in the membership. The motion carried.

***2. Approval of Travel to Fall 2015 Discipline Input Group Meeting South***

A motion to approve travel to Fall 2015 Discipline Input Group was made by Dawn Howey and seconded by Paul Courtney. It was recommended to send: Nancy Nunes-Gill, Denise Pasley,

Mr. Bremer, and Mr. Downing. The funding would most likely come from CTE. The motion carried.

**3. *Approval of Travel to 2016 CTE Curriculum Academy***

**4. *Approval - Travel - 2016 Innovation and Instructional Design Institute***

A motion to table items 3 and 4 was made by Paul Courtney and seconded by Claire Benson. The motion carried.

**5. *Review and Approval of Student Success and Support Program Plan.***

A motion to discuss the Student Success and Support Program Plan was made by Dawn Howey and seconded by Gene Low. The Plan was presented by Kim Young. There were concerns expressed in the following: why was this item not brought to Senate as a discussion item first?, Concerns with the State Street Facility; Course Offerings, Assessment Planning, and data integrity. The motion carried unanimously with a note from one Senate member that the vote was “yes” due to the urgency, but that this should not be normal practice.

**DISCUSSION ITEMS**

Status of Academic Senate Resolution: AS 03.05.15. This motion was tabled.

**ADJOURNMENT**

The meeting was adjourned at 12:55. Next meeting will be held November 5, 2015.

Barstow Community College  
**ACADEMIC SENATE MINUTES**

**DATE:** Thursday, November 5, 2015

**TIME:** 12:00 - 12:55 p.m.

**PLACE:** Room S9

**CALL TO ORDER**

The meeting was called to order at 12:00 p.m. by Sona Vartarian in President Scott Bulkley's absence. Members in attendance included Scott Bulkley, Sona Vartarian, Susan Nylander, Jill Murphy, Claire Benson, Paul Courtney, Rodolfo Duque, Gene Low, and Nancy Nunes-Gill.

Members absent: Scott Bulkley

Guests: Vice President Stephen Eaton, Penny Shreve-Smith, Kyri Freeman, President DiThomas,

**APPROVAL OF THE AGENDA**

A motion to approve the agenda was made by Paul Courtney and seconded by Claire Bensen with a change of item #2 to move to a discussion rather than an action item as there is a standing rule as items must be discussed before any action may be taken. The motion carried unanimously.

**APPROVAL OF MINUTES**

A motion to approve the minutes of 10.3.15 was made by Nancy Nunes-Gill and seconded by Gene Low. The motion carried unanimously.

**PUBLIC COMMENTS**

Stephen Eaton says he is pleased to report that first round of Program Review forms have been reviewed and returned to faculty for revision then will go on to the Program Review Committee.

Sona Vartarian says that third week of training in Canvas is going well and that Canvas will be better than what we have and will be better for students. Internal training will begin soon.

Gene Low states that the counselors have no college catalogue from which to advise students. They are working with the 2014/15 catalogue. Sona Vartarian asked about the process for releasing new catalogue and Stephen Eaton says that currently the process is broken but that the current catalogue should be posted no later than Monday 11/9/2015 as Liz Locke's primary duty is to get the catalogue ready for release. Mr. Eaton says that while Monday's version will be operable, the delay is unacceptable. He goes on to say that each catalogue should be out no later than July.

**OFFICER'S REPORT**

There was no other Officer Reports as President Bulkley was absent at the state senate meeting.

Gene Low motioned for the move to action items and Nance Nunes Gill seconded

### **ACTION ITEMS**

Senate read the handout approved by the Distance Education Committee BP 4105. There was a call for the Vote. Approved. Passes unanimously.

There was discussion of funding for members to attend the 2016 CTE Curriculum Institute. All of the lodging, fees, and, meals will be covered but Jacob Batarsi who will willing to go will need transportation funds. Nance Nunes Gill asked Stephen Eaton if Instruction office would support with funding. Budgets are tight and there is discussion for where to find funding when Dr. DiThomas made a point of order to remind members that funding should be discussed with administration before any move is made to send and that asking during the meeting, putting administrators on the spot is not right. Mr. Eaton says that to approve money spend prior to the vote for approval is "hinky."

Nance Nunes Gill says that Scott Bulkley has said that there is no money in the Academic Senate fund.

There was a move by Gene Low and seconded by Jill Murphey to amend the motion to approve Jacob Batarsi's funding to approve his attendance contingent upon finding the funds. Passed unanimously.

### **DISCUSSION ITEMS**

Gene Low moved to open Discussion Items, seconded by Paul Courtney.

- Review of first draft of Equity Plan  
Kim Young says that all the tables have been populated using this year's information. The template that the state requires for the committee to use requires tables and activities to be filled out with most recent information. The committee looked at which groups are disproportionate and to determine activities that will move the groups closer to equity. Kim Young says that there is a very tight timeline and it seems that next year's timeline will be just as tight. Committee found three ways to calculate disproportionate impact. Course completion, for example, had significant discussion. African-Americans and foster youth are the most obvious groups that have been deemed disproportionately affected. Distance Education completions rates show 72-73% total completion and 80% traditional with 66% only. Need to view DE to ensure equity. Scorecard measures to look at disproportionate groups, not looking holistically but specifically from scorecard and moving measure. Gene Low asked if there is anything on the report for which we could "get dinged," and Kim Young replied that if we do not follow state guidelines, we will get feedback but using the rubric is a start to ensure compliance but that the rubric may change next year. She asks that we look at things that might be obstacles to student success, things to improve outreach, etc. She encourages everyone to attend Student Equity/Success committee meetings. Son

Vartarian notes that we are not the only college struggling with student readiness. Nance Nunes Gill asked if funding for student equity and success will be sustainable. Dr. DiThomas says we should consider Student Equity funds a base and that if funding is cut, it will be across the board, not by individual programs. Kim Young says we should try to be as transparent as possible.

Nance moved and Jill seconded that revision of SE report move to an action item on December's agenda to meet deadline. Kim Young says that the most current copy of the report will be available to view by the time the agenda is posted (1<sup>st</sup> week in December).

Motion to discuss canvas. Nance Nunes Gill then Gene Low seconded.

Sona Vartarian stated that Canvas does more than Moodle, offering better communication. OEI is paying for faculty training. Sona will send the link for the @One free training. No faculty will be allowed to teach online without the training. Stephen Eaton says Canvas will be discussed at either Best Practices or All Division meetings in January. State is going to use Canvas as the platform for the California Virtual College (CVC) and BCC does not want to miss out on that.

Kyri Freeman noted how Distance Ed classes move through curriculum. DE coordinator can look at the classes going through curriculum, but that the curriculum committee has enough people on it to make decisions.

Discussion is tabled for next meeting as time ran out.

### **ADJOURNMENT**

The meeting was adjourned at 1:00. Next meeting will be held December 3, 2015.

Barstow Community College  
**ACADEMIC SENATE MINUTES**

**DATE:** Thursday, December 10, 2015

**TIME:** 12:00 - 12:55 p.m.

**PLACE:** Room S9

**CALL TO ORDER**

The meeting was called to order at 12:00 p.m. by President Scott Bulkley. Members in attendance included Scott Bulkley, Sona Vartarian, Susan Nylander, Jill Murphy, Claire Benson, Paul Courtney, Rodolfo Duque, Gene Low, Dawn Howey, and Nancy Nunes-Gill.

Members absent: none

Guests: Vice President Stephen Eaton, Kyri Freeman, Kim Young, and Jacob Batarseh.

**APPROVAL OF THE AGENDA**

A motion to approve the agenda was made by Paul Courtney and seconded by Gene Low. The motion carried unanimously.

**APPROVAL OF MINUTES**

A motion to approve the minutes of 11.5.15 was made by Gene Low and seconded by Nancy Nunes-Gill. The motion carried unanimously.

**PUBLIC COMMENTS**

Kyri Freeman stated that she is unable to attend the Curriculum Institute meeting.

Sona Vartarian is now a CANVAS grad and is certified to teach the training course.

It was discussed whether or not travel to conferences that Academic Senate is NOT paying for needs to be voted or approved by Academic Senate.

Nancy Nunes-Gill would like our budget increased for upcoming trainings.

Nancy Nunes-Gill also mentioned that the SLOAC handbook needs to be on the next agenda.

**OFFICER'S REPORT**

President Bulkley shared that the budget will be discussed with upcoming meeting with VP Eaton. Pres Bulkley states that approval for travel to Academic Senate events needs to be approved by AS regardless of who funds the travel. It was also recommended that there be an upcoming Q&A type forum to report on previously attended conferences. Next meeting will be held 1/21/16

## **ACTION ITEMS**

### ***Review and Approval of BCC Student Equity Plan***

A motion to approve the BCC Student Equity Plan was made Susan Nylander and seconded by Nancy Nunes-Gill. Kim Young presented the Plan and it's "Success Indicators" in the areas of: Basic Skills/ESL, Transfers, Degree and Certificate Completion. There were some changes made to p. 44. This is a College/District-wide effort to serve Foster youth, Economically Disadvantaged, and Distance Education. The motion carried unanimously.

### ***Review and Approval of 2016-2017 Academic Calendar***

A motion to approve the 2016-17 Academic Calendar was made by Paul Courtney and seconded by Gene Low. The motion carried unanimously.

### ***Approval of Travel to 2016 Accreditation Institute***

A motion to approve travel to the 2016- Accreditation Institute for Scott Bulkley was made by Paul Courtney and seconded by Susan Nylander. The motion carried unanimously.

### ***Approval - Travel - 2016 Innovation and Instructional Design Institute***

A motion to approve travel to the 2016 Innovation and Instructional Design Institute was made by Claire Benson and seconded by Gene Low. A previously discussed funding issue has been resolved. Lodging will not be paid, but mileage to and from will be covered. Susan Nylander and Nancy Nunes-Gill are interested in attending. The motion carried unanimously.

## **DISCUSSION ITEMS**

### ***Review of Job Description for Dean of Distance Education and Learning Support Services***

The job description was discussed at length. Issues discussed included:

Kyri Freeman, Librarian states that this will amount to a major change to the Library and, as a result, the librarian will only have an advising role in collection development and library instruction.

Sona Vartanian, DE Coordinator feels that the job is adequate and necessary. The concerns are regarding the Distance Ed office and the Library. She feels that the job description should include DE experience.

VP Eaton stated there would be a possible Re-Organization. At this time, they are only adding a support position. However, with the new CANVAS website, there will be a need for website design. Still being discussed.

Some items discussed:

#8: the Distance Ed Committee nor the Curriculum Committee should be overridden in decision-making

#9: Faculty Evaluation process "where appropriate" could only refer to online faculty.

Faculty needs to have the opportunity to evaluate administration

#18: grant-writing experience should be listed in qualifications.

#2: should be enrollment management. Also, the wording of #2—“determine” should possibly be changed.

**ADJOURNMENT**

The meeting was adjourned at 1:02. Next meeting will be held January 21, 2015.

Barstow Community College  
**ACADEMIC SENATE MINUTES**

**DATE:** Thursday, February 4, 2016

**TIME:** 12:00 - 12:55 p.m.

**PLACE:** Room S9

**CALL TO ORDER**

The meeting was called to order at 12:02 p.m. by President Scott Bulkley.

Members in attendance included Scott Bulkley, Sona Vartarian, Susan Nylander, Jill Murphy, Claire Benson, Paul Courtney, Rodolfo Duque, Gene Low, Dawn Howey, and Nancy Nunes-Gill.

Members absent: none

Guests:

**APPROVAL OF THE AGENDA**

A motion to approve the agenda was made by Paul Courtney and seconded by Nancy Nunes-Gill. The motion carried unanimously.

**APPROVAL OF MINUTES**

A motion to approve the minutes of 12.10.15 was made by Jill Murphy and seconded by Nancy Nunes-Gill. The motion carried unanimously.

**PUBLIC COMMENTS**

Carol Blake discussed the High-Impact Youth Development Boys/Girls Club of Barstow. They are in need of donations, and it was suggested to re-instate the payroll deductions for support.

Sona Vartarian will be attending the OEI workshop regarding CANVAS Course Management System. At One will also be hosting training for CANVAS.

**OFFICER'S REPORT**

President Bulkley shared that there are some vacancies on the SLOAC committee and also the Student Success and Equity committee.

**ACTION ITEMS**

- Review and Approval of BCC 2015-2018 Strategic Plan
  - A motion was made by Paul Courtney and seconded by Gene Low to accept the BCC 2015-2018 Strategic Plan. Some items discussed included:
    - Professional development committee (does it exist?)
    - The fact that there are no dates—timeline instead
    - No timelines on feedback from BAP requests
  - VP Eaton states that the IEC will address progress each Spring semester.
  - The motion carried unanimously.

- Review and Approval of revised SLOAC Handbook
  - A motion was made by Paul Courtney and seconded by Jill Murphy to accept the SLOAC Handbook.
  - Academic Senate member brought up that the item was not on a discussion agenda prior to taking action. Concerns that the document has not been reviewed by all faculty yet.
  - A motion was made by Sona Vartarian to table the item as all faculty has not viewed the document. The motion died for lack of a second.
  - The motion was voted on with one opposed, the motion carried.
  
- Approval of Travel to 2016 Senate Academic Academy
  - A motion was made by Nancy Nunes-Gill and seconded by Gene to approve travel to the 2016 Senate Academic Academy for Sona Vartarian.
  - Dates of the academy are March 18-19, 2016 with an approximate cost of \$1200.
  - The motion carried unanimously.

#### **CLOSED SESSION**

A motion to recess to Closed Session to discuss tenure review for one Full-Time Faculty member was made by Gene Low and seconded by Susan Nylander.

#### **RECONVENE OPEN SESSION AND REPORT OUT**

A motion was made by Sona Vartarian and seconded by Claire Benson to table the item of review of one full-time Faculty member. The members voted: 6 Yes and 2 No. The motion carried.

#### **ADJOURNMENT**

The meeting was adjourned at 1:00. Next (special) meeting will be held February 9, 2016

Barstow Community College  
**ACADEMIC SENATE MINUTES**

**DATE:** Tuesday, February 9, 2016

**TIME:** 12:00 - 12:55 p.m.

**PLACE:** Room S9

**CALL TO ORDER**

The meeting was called to order at 12:06 p.m. by President Scott Bulkley. Members in attendance included Scott Bulkley, Claire Benson, Paul Courtney, Rodolfo Duque, Dawn Howey, and Nancy Nunes-Gill.

Members absent: Sona Vartarian Gene Low, Jill Murphy, and Susan Nylander

Guests: None.

**APPROVAL OF THE AGENDA**

A motion to approve the agenda was made by Paul Courtney and seconded by Claire Benson. The motion carried unanimously.

**PUBLIC COMMENTS**

Nancy Nunes-Gill addressed the desire for faculty to support the Boys and Girls Club in Barstow.

**RECESS TO CLOSED SESSION**

A motion was made by Paul Courtney and seconded by Nancy Nunes-Gil to recess to closed session to discuss tenure review of one full-time faculty member. The motion carried unanimously.

A motion was made by Paul Courtney and seconded by Nancy Nunes-Gil to adjourn closed session. The motion carried unanimously.

**RECONVENE OPEN SESSION**

Open session was reconvened at 12:58 p.m. with the following action taken:

The Academic Senate has reviewed the evaluation report for one full-time faculty member. The Academic Senate reluctantly grants tenure with a mandatory performance improvement plan to be put in place to be reviewed no later than Spring 2017 for compliance.

**ADJOURNMENT**

The meeting was adjourned at 1:00.

Minutes approved 4.7.16

Barstow Community College  
**ACADEMIC SENATE MINUTES**

**DATE:** Thursday, April 7, 2016

**TIME:** 12:00 - 12:55 p.m.

**PLACE:** Room S9

**CALL TO ORDER**

The meeting was called to order at 12:00 p.m. by President Scott Bulkley.

Members in attendance included Scott Bulkley, Sona Vartarian, Susan Nylander, Jill Murphy, Paul Courtney, Rodolfo Duque, Dawn Howey, and Nancy Nunes-Gill.

Members absent: Gene Low and Claire Benson.

Guests:

**APPROVAL OF THE AGENDA**

A motion to approve the agenda was made by Susan Nylander and seconded by Nancy Nunes-Gill. The motion carried unanimously.

**APPROVAL OF MINUTES**

A motion to approve the minutes of 2.4.16 and 2.9.16 was made by Jill Murphy and seconded by Nancy Nunes-Gill. The motion carried unanimously.

**PUBLIC COMMENTS**

Sona Vartarian inviting faculty to the DE workshop and training on CANVAS on April 19<sup>th</sup>.

**OFFICER'S REPORT**

President Bulkley states that Senate elections need to take place.

There will also be a Special Meeting held on April 21<sup>st</sup> at noon.

Barstow College will be hosting the Area D meeting in the spring on 2017. This will be funded by the President's Office.

**INFORMATION ITEMS**

Equivalency Requests: Committees have been assigned for equivalency requests in Chemistry, Physics, Humanities

**ACTION ITEMS**

***Approval of Travel to 2016 Senate CTE Leadership Academy***

- A motion was made to send Melissa Cunningham and Claire Benson to the CTE Leadership Academy by Nancy Nunes-Gill and seconded by Paul Courtney.
- CTE will be funding.
- The motion passed unanimously.

### ***Approval of Travel to 2016 Senate Faculty Leadership Institute***

- A motion was made by Claire Benson and seconded by Paul Courtney to send Sona Vartarian to the 2016 Faculty Leadership Institute
- Approximate cost \$475 plus travel.
- Motion carried unanimously.

### ***Approval of Travel to 2016 Senate Curriculum Institute***

- A motion was made by Susan Nylander and seconded by Sona Vartarian to send members to the Curriculum Institute.
- There are six available spots for the conference.
- Academic Affairs is funding.
- The six members will be: Elizabeth Locke, Penny Shreeve-Smith, Rodolfo Duque, Denise Paisley, Abe \_\_\_\_\_, and Apineru Lealofi
- Motion carried unanimously.

### ***Prioritization of New Full-Time Faculty Positions for 2016-2017***

- The Academic Senate prioritized as follows: 1. CHLD, 2. BSKS

## **DISCUSSION ITEMS**

### ***First Reading: Adoption of Canvas Learning Management System***

This item will be on agenda for voting at the next Distance Ed Committee meeting and then at the May Academic Senate meeting.

## **ADJOURNMENT**

A motion to adjourn was made by Paul Courtney and seconded by Susan Nylander. The meeting was adjourned at 1:00. Next (special) meeting will be held April 21, 2016

Barstow Community College  
**ACADEMIC SENATE MINUTES**

**DATE:** Thursday, May 5, 2016

**TIME:** 12:00 - 12:55 p.m.

**PLACE:** Room S9

**CALL TO ORDER**

The meeting was called to order at 12:05 p.m. by President Scott Bulkley.

Members in attendance included Scott Bulkley, Sona Vartarian, Susan Nylander, Jill Murphy, Paul Courtney, Rodolfo Duque, Dawn Howey, Gene Low, Claire Benson and Nancy Nunes-Gill.

Guests: Stephen Eaton, Penny Shreve-Smith, Cliff Dougherty, Lisa Holmes.

**APPROVAL OF THE AGENDA**

A motion to approve the agenda was made by Jill Murphy and seconded by Nancy Nunes-Gill. The motion carried unanimously.

**APPROVAL OF MINUTES**

A motion to approve the minutes of 4.7.16 and 4.21.16 was made by Jill Murphy and seconded by Nancy Nunes-Gill. The motion carried unanimously.

**PUBLIC COMMENTS**

Sona Vartarian has returned from a conference, and suggested that Barstow College have a Mental Health Department.

Nance Nunes-Gill asked if we had online tutoring by subject.

**OFFICER'S REPORT**

President Bulkley states that Senate elections need to take place prior to graduation.

Also, that Travel Requests need to be submitted as soon as they are approved. The attendee is responsible for submitting the necessary forms.

**INFORMATION ITEMS**

Institutional Effectiveness Framework of Indicators Goals

Presented by Lisa Holmes. The College is required to set goals (as per ACCJC)

Handout were provided are are included with minutes appendix.

**ACTION ITEMS**

***Review and Approval of Administrative Procedure 7120 Recruitment and Hiring***

A motion to discuss the AP7120 was made by Gene Low and seconded by Clair Benson.

Presented by Clint Dougherty. There was discussion or the areas affected by the "10+1" and Academic Senate's role. There were minor changes in the areas of Screening Faculty Tenure Track. A discussion of temporary Adjunct/Temporary faculty took place. In the area of

Screening Committee, it was suggested to change the time of response from 5 working days to 10 working days for potential members to respond.  
The motion carries by a vote of 4 YES with 2 opposed.

***Recommendation for Adoption of Canvas Learning Management System***

A motion to table this item was made by Nance Nunes-Gill and seconded by Claire Benson. The motion carried.

**ADJOURNMENT**

A motion to adjourn was made by Nance Nunes-Gill and seconded by Claire Benson. The meeting was adjourned at 1:01.

Next (special) meeting will be held May 10, 2016

Barstow Community College  
**ACADEMIC SENATE MINUTES**

**DATE:** Thursday, May 10, 2016

**TIME:** 12:00 - 12:55 p.m.

**PLACE:** Room S9

**CALL TO ORDER**

The meeting was called to order at 12:18 p.m. by President Scott Bulkley.

Members in attendance included Scott Bulkley, Sona Vartarian, Susan Nylander, Jill Murphy, Dawn Howey, Rodolfo Duque, and Jill Murphy

Members absent: Paul Courtney, Gene Low, Claire Benson and Nancy Nunes-Gill.

Guests: Nancy Olsen.

**APPROVAL OF THE AGENDA**

A motion to approve the agenda was made by Susan Nylander and seconded by Jill Murphy. The motion carried unanimously.

**PUBLIC COMMENTS**

Having a low-cost mental health clinic on campus was discussed.

A possibility of a community outreach was brought up by Susan Nylander.

Sona Vartarian discussed that SLOs are not required to submit for every course. She has asked that this be brought back before Academic Senate.

**OFFICER'S REPORT**

President Bulkley will skip this to further the agenda along.

**ACTION ITEMS**

***Recommendation for Adoption of Canvas Learning Management System***

A motion to discuss was made by Sona Vartarian and seconded by Jill Murphy.

The DE Coordinator submitted survey results where 70% of the faculty were in favor of changing to CANVAS and 30% were opposed. The LMS is free until 2019. The issue of adopting Canvas is a completely separate issue from the re-organization involving a Dean of Distance Education. ALL faculty reiterates how important the assistance from the current DE department and webmaster has been.

The amended motion is as follows: *The Academic Senate recommends replacing Moodle with Canvas as the new Learning Management System with the understanding that the Instruction Technology Center will continue to provide necessary and sufficient support that the faculty needs to create and maintain their courses.*

The amended motion carried unanimously.

**ADJOURNMENT**

A motion to adjourn was made by Jill Murphy and seconded by Susan Nylander. The meeting was adjourned at 12:50.

This is the final Academic Senate meeting of the Spring 2016 term.