

Barstow Community College  
**ACADEMIC SENATE MINUTES**  
**Thursday, September 7, 2017**

**DATE:** Thursday, September 7, 2017

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

**PLACE:** LRC Room 04

**CALL TO ORDER**

The meeting was called to order at 12:18 p.m. by President Sona Vartanian.

Members in attendance included Dawn Howey, Rodolfo Duque, Nancy Nunes-Gill, Susan Nylander, Paul Courtney, Eduardo Vasquez, Denise Pasley and Jill Murphy.

Guests: Vincent Lovato, Mario Tamoyo, Heather Minehart, David Morris, ASG representatives: Vaa Motufau and Ariel Aluni, Penny Shreve, Beverly Ranney, Ibrahim Aboud, and Lisa Holmes.

**APPROVAL OF THE AGENDA**

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

**PUBLIC COMMENTS**

Nancy Nunes-Gil commented the following: I would like to request that the following be placed on the next agenda meeting to be discussed by the senate: Senate processes, review of the most recently approved Senate by-laws, setting of senate goals, that the senate assist with determining the agenda and content to be viewed, the meeting length and day.

In addition, I would ask that there be a retraction at the next Board of Trustees meeting regarding Dean Tim Botengan. At the August BOT meeting, Senate President made a statement alluding to Dean Botengan losing communication with OEI since he has been at the college. I can prove that Dean Botengan has been very active in attending and participating in meetings, conferences, trainings, and committees.

Paul Courtney commented on the upcoming schedule of the next meeting. Requesting that there be protocol so that the voice of the Senate represents the entire Senate voice, not just the voice of the Senate President. Also expressed wanting clarification for how the SLO Coordinator position will be filled and asks that the Senate recommend the new SLO Coordinator.

**PRESIDENT'S REPORT AND ANNOUNCEMENTS**

New President Sona Vartanian welcomed the Senate to the new year and greeted guests.

## **ACTION ITEMS**

### **APPROVAL OF THE MINUTES**

A motion to approve the minutes of May 4, 2017 with minor corrections was made by Susan Nylander and seconded by Paul Courtney. The motion carried unanimously.

### **Academic Senate Meeting Calendar**

A motion was made to set the Senate Meeting Calendar by Dawn Howey and seconded by Susan Nylander. After some discussion the motion to table the calendar until possible meeting suggestions can be determined. Motion to table passed unanimously. President will send out a Dooble invite for senators to respond with available meeting times/days.

### **Election of AS Secretary and Treasurer**

A motion to discuss election of AS Secretary and AS Treasurer was made by Nancy Nunes-Gill and seconded by Eduardo Vasquez.

Nancy Nunes-Gill made a motion to nominate Dawn Howey for the position of AS Secretary. The motion was seconded by Rodolfo Duque. The motion carried unanimously.

A motion was made to nominate Rodolfo Duque as AS Treasurer by Nancy Nunes-Gill and seconded by Susan Nylander. The motion carried unanimously.

For the Academic Year 2017-18, Rodolfo Duque will serve as Treasurer and Dawn Howey will serve as Secretary.

### **Approval of Travel to 2017 Fall Plenary Session and Area D Meeting**

A motion was made to send AS President Sona Vartanian to the 2017 Fall Plenary and Area D meeting at an approximate cost of \$1800 was made by Paul Courtney and seconded by Dawn Howey. The motion carried unanimously. There was discussion regarding the Senate budget especially as it relates to travel/conference expenses. VP David Morris will work on funding to send more than one senator to upcoming conferences and plenaries.

### **BCC Revised Distance Education Regular Effective Contact Policy**

A motion was made by Dawn Howey and seconded by Susan Nylander to approve the revised Regular Effective Contact Policy for Online classes recommended by the DE Committee.  
(see attachment)

The changes were made to page two requiring that Distance Education instructors have a minimum of three posts per week in the Discussion Forums. The motion carried unanimously.

## **INFORMATION/DISCUSSION ITEMS**

A motion to discuss the information items on the agenda was made by Paul Courtney and seconded by Eduardo Vasquez.

### BCC Accreditation Reports

Vincent Lovato presented to the meeting regarding the Self-Evaluation Report. He points out that Standards IIA 10 & 11 lack clarity and the data does not seem complete. Sona asks Vince who assigned him the Standard and what instructions he was given. Penny and Nance clarified that many people worked on all of the standards and Vince was one piece of it, and Nance reminded us that Sherrie Guerrero sent out a copy of the self-evaluation for the faculty to review and comment on and that the draft continues to be edited and expounded upon, Penny clarified that the draft is still available and reminds us that the data/information of the many people who worked on the Standards had their work filtered through Penny, Stephen, and Sherrie, and now David is working on it also.

A motion was made to table the following items by Nancy Nunes-Gill and seconded by Paul Courtney. The following will be tabled until a later meeting.

### The California Guided Pathway Project – David Morse

The Senate will be updated on “Guided Pathway Project” and learn about opportunities for student success.

### BCC Degrees, Certificates, CSU Transfer, IGETC – Heather Minhart

Discuss issues relating to Degrees and Certificates.

### Course Level SLO Data and Reports– Lisa Holms

Discuss SLO Data Entry and Usefulness of the Generated Reports.

## **ADJOURNMENT**

The meeting was adjourned at 12:57 p.m.

### **Attachments:**

Barstow Community College Distance Education Regular and Effective Contact Policy  
Degrees and Transfer Programs  
2017 Fall Plenary ASCCC information sheet

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Dawn Howey

Academic Senate Secretary

Minutes approved: 10.5.17