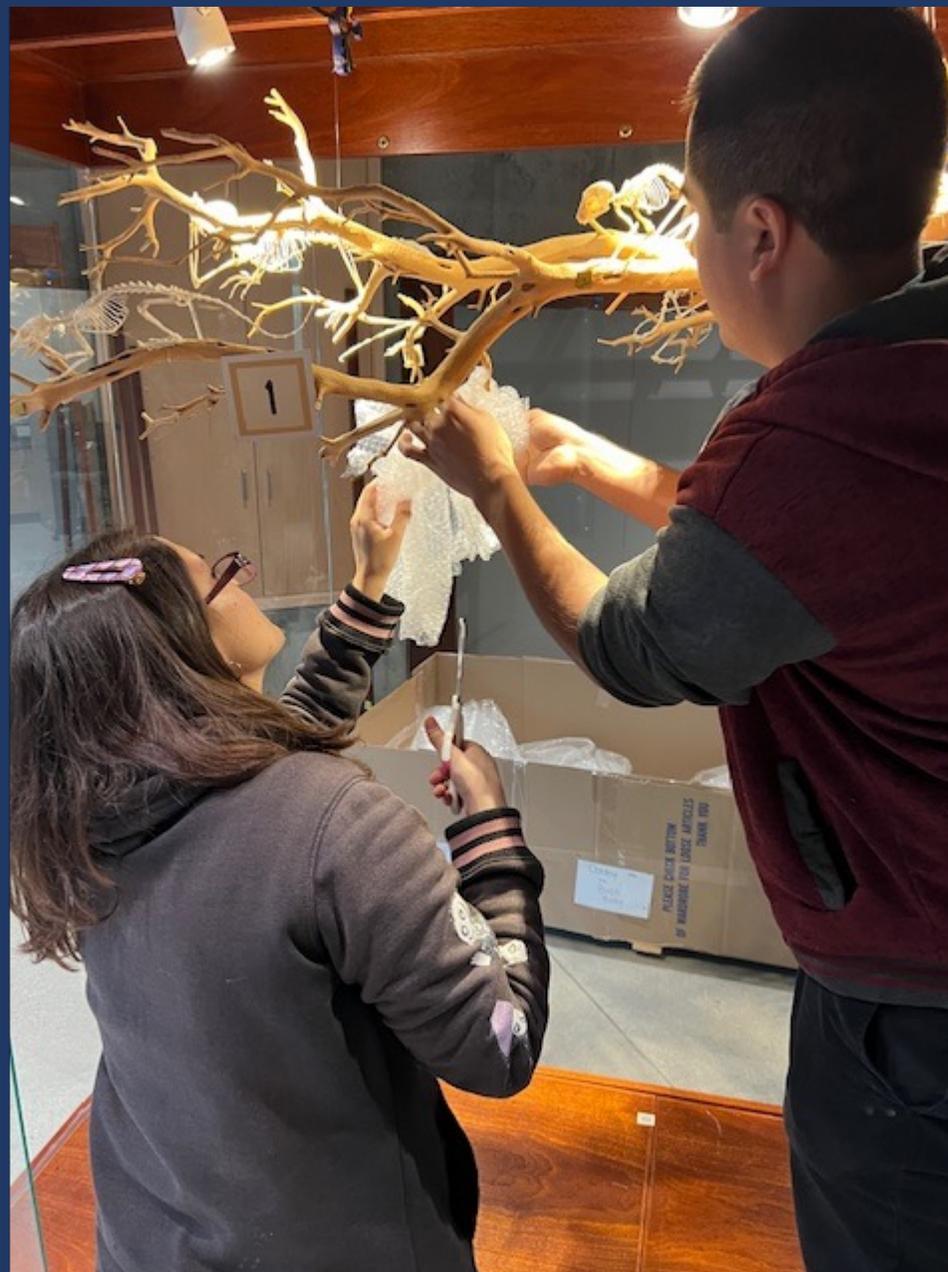




# BSS Spring PD Day Meeting

February 8, 2024



Olivia Havens (Anthropology Museum Clerk) installing an exhibit.

# Division Meeting Agenda



## I) Division Announcements

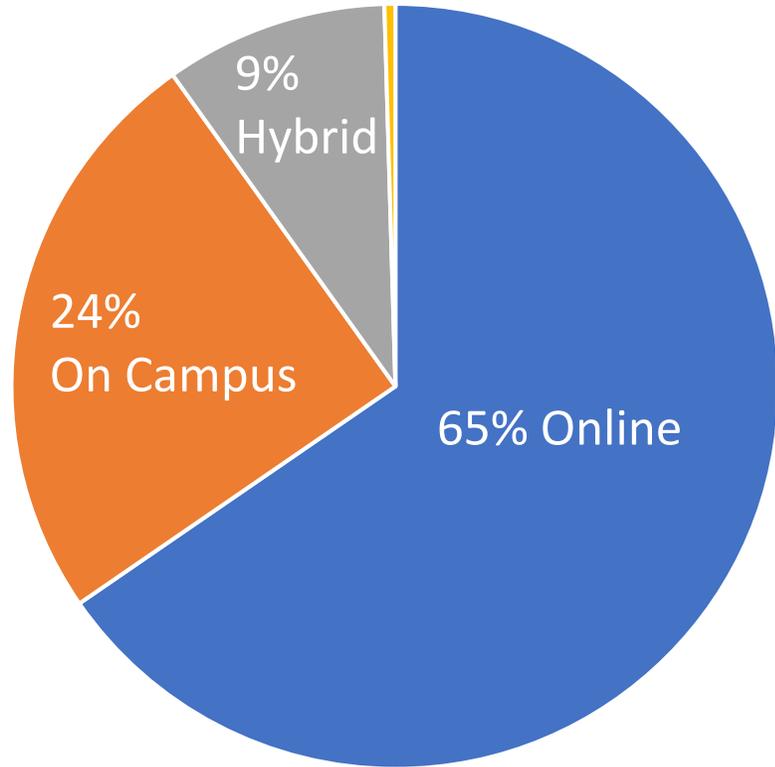
- a. Enrollment – Are students coming back to campus?
- b. Load Banking
- c. DVDs, VHSs, and Pencils
- d. Annual Plan and Comprehensive Integrated Plan
- e. Celebrate BSS Newly Tenured Professors

## II) Meet the BSS Counselors

## III) Reports

- a. Academic Senate – Kristie Daniel Di-Gregorio
- b. ECCFT – John Baranski
- c. SLOs and Assessments – Eduardo Munoz

# BSS Enrollment by Modality (before semester begins)



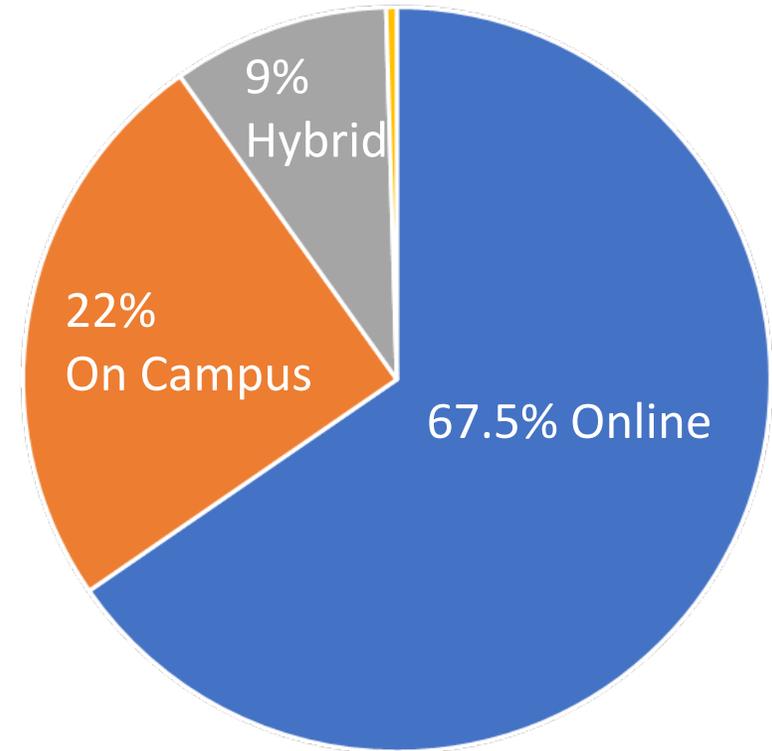
■ Online ■ On Campus ■ Hybrid ■ Dual En.

Spring 2024

## Fall 2023

(last semester)

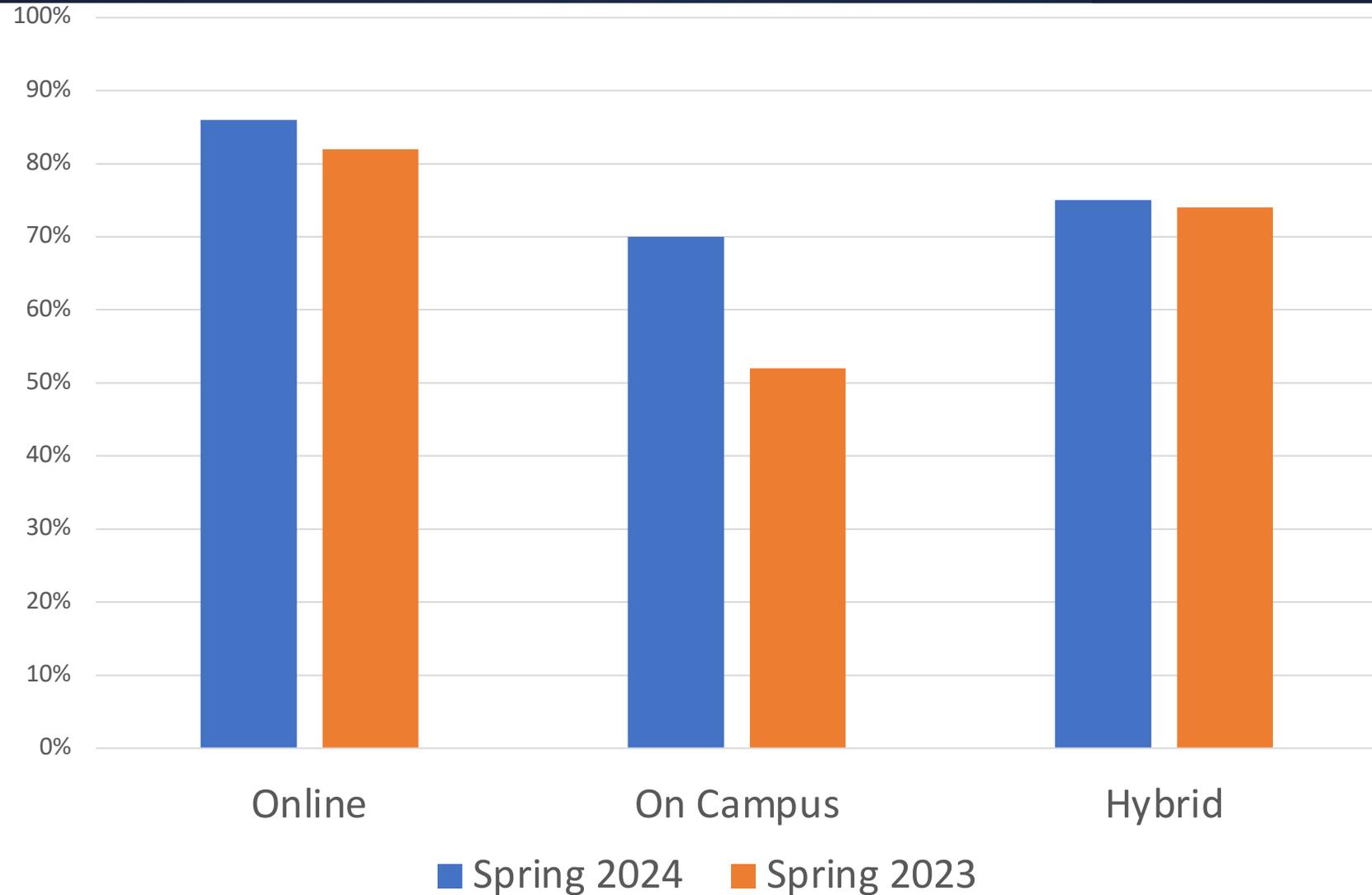
Online 67%  
On Campus 25%  
Hybrid 8%



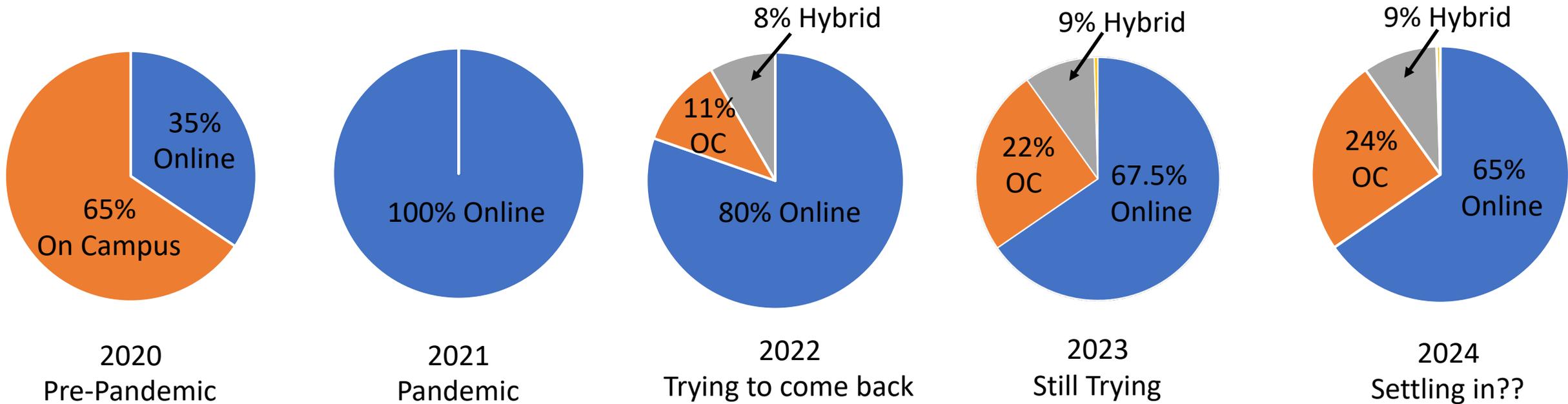
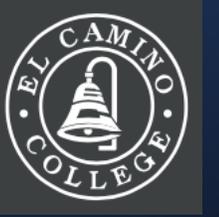
■ Online ■ On Campus ■ Hybrid ■ Dual En.

Spring 2023 (one year ago)

# BSS Fill Rates by Modality – Spring 2024 & 2023



# BSS Enrollment by Modality Spring 2020-2024



**Fall 2023**  
Online 67%  
On Campus 25%  
Hybrid 8%

## Load Banking for Instructors – Appendix B Section III C.2

A faculty member, with the approval of their Dean and Vice President of Academic Affairs, who accepts a teaching overload or an intersession assignment may elect to "bank" those hours in lieu of additional overload compensation subject to the following provisions:

- a. The faculty member must designate hours to be banked prior to the beginning of the semester or intersession that they are earned.
- b. Banked hours may be used to reduce a faculty member's workload by an equivalent number of hours at the contract rate of pay. A faculty member may use banked hours, if sufficient, to take off up to two (2) semesters in any three (3) year period at full pay and benefits. These semesters may be consecutive.
- c. A faculty member may not accrue more banked hours than the equivalent of 30 (thirty) lecture/extensive laboratory hours or equivalent (two times the instructor's semesterly load). In addition, any banked hours not used within 4 years will be paid by the District at the appropriate overload rate.
- d. A faculty member must notify their Dean of their intention to use banked hours by the end of the preceding fall/spring semester.
- e. At the option of the faculty member, subject to the approval of the dean, banked hours may be used as release time to replace load from classes that are part of the faculty member's contract load which have been canceled as a result of low enrollment thus causing the faculty member's contract load to fall below 14 lecture/extensive laboratory hours or equivalent.

- f. If the utilization of banked hours would jeopardize the educational program in a discipline, the District may postpone a faculty member's usage of banked hours for one semester. This may only be done once per calendar year.
- g. If two (2) or more faculty members from the same discipline desire to use banked hours and the District determines that not all can be accommodated, first priority shall be given to the faculty member who has used banked hours less recently. Further determination shall be based on seniority.
- h. Banked hours may be used to convert a half-time sabbatical into a full-time sabbatical. Banked hours may be used to extend a one-semester sabbatical leave into a sabbatical leave of two consecutive semesters. However, the compensation from such a combination shall not exceed the employee's regular salary.
- i. Health and welfare benefits and STRS contributions shall be the same as if the faculty member's total assignment, including the banked hours, had been worked. Banked hours shall count toward retirement and shall be considered paid District service during the period that they are used.
- j. A faculty member who reduces their workload by using banked hours shall have office hours and other such obligations reduced proportionately.
- k. In the event of a faculty member's resignation, termination, retirement, or death, the District shall reimburse the faculty member or their estate for any unused banked hours by dividing the banked hours by thirty (30) and multiplying by the faculty member's yearly salary for the last year worked.
- l. The District shall provide online access to the number of accumulated banked hours for all instructors.
- m. Banked hours may be earned during summer, fall, winter, and spring terms.
- n. Banked hours may be used during fall and spring terms.
- o. Banked hours shall not be transferred, lent, or assigned between employees.

# Load Banking Request Form



[Load Banking Request Form](#)



[Load Banking Webinar:](#)  
Passcode: .GKGF1.C



[Appendix B Section III.C.2](#)

# ONE-DAY ONLY – take home DVDs and VHSs (and pencils!)



Please take any DVDs or VHSs that you want from the part-time faculty office on the first floor of BSSB. The DVDs are in the binders – please take the box from the pile and the actual DVD from the binder. Two work days only! They will be gone Tuesday.

# Annual Plan and Comprehensive Integrated Plan



- Annual Plans
  - Plans need to be finished in early Spring semester.
  - Includes funding requests.
- Comprehensive Integrated Plan – Program Description/Plan
  - Programs need to review their portion by March 1.

# Newly Tenured BSS Professors!



Celebrate newly tenured **Roberto Garcia** (Philosophy) and **Josh Casper** (Political Science) at the Tenure Reception - 12:45-1:45 Gym 216/Multi-purpose room.





# BSS Counselors

Cheryl Kroll

Veronica Casillas (SSP Liaison)

Paitzar Giourdjian (Transfer)

Chris Hurd (SEA)

Brian Mims (Umoja)

Salvador Navarro (FYE)

Dexter Vaughn (EOPS)

Jackie Lizarraga (Career)

## **Spring 2024 Flex Day Announcements: Counseling**

**GRAD PETITIONS:** The deadline to file for a degree or certificate in Spring 2024 is February 23rd at 4pm. Students who would like assistance completing the form or who wish to receive a grad check may attend the grad application workshops that are held every Monday and Tuesday – and can sign up here: [https://elcamino.formstack.com/workflows/adt\\_grad\\_intent\\_spring\\_2024](https://elcamino.formstack.com/workflows/adt_grad_intent_spring_2024).

**COUNSELING DROP IN SERVICES:** Counseling services will be provided via drop in, both in person and online, for the first two weeks of the term. Drop in counselors will assist students with course recommendations, registration, prerequisite clearances, grad checks, etc. Beginning on week 3 of the semester, we will resume appointments and Meta Major Drop Ins.

**META MAJOR DROP IN:** The Counseling Division will host meta major drop ins on the following days and times – Tuesdays from 12-1 for BSS, HCW, STEM, Creative Arts, and Languages, Composition and Journalism; Tuesdays from 1-2 for Business; Tuesdays from 2-3 for ITEC; and Wednesdays from 4-5 for HCW and STEM again.

### **SPECIAL EVENTS:**

Student Services Expo – Tuesday, February 27<sup>th</sup> from 10-2 pm in the Student Services Plaza

BSS Social Work Panel – March 12<sup>th</sup> from 12:30-2:30 pm in the DE Room

Spring Transfer Fair - Thursday, March 21<sup>st</sup> from 10-2 pm on the Library Lawn

Blueprint Job Fair – Thursday, April 25<sup>th</sup> – Student Services Plaza

Thank you and any questions?

# Division Reports



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Academic Senate – Kristie Daniel-DiGregorio

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ECCFT – John Baranski

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SLOs and Assessment – Eduardo Munoz

⌋ *Schedule* ⌋  
..... **AT-A-GLANCE** .....

Thursday, February 8, 2024

7:45AM - 8:45AM	<b>PANCAKE BREAKFAST/ MORNING REFRESHMENTS</b> <i>-MARSEE SOUTH PATIO-</i>
9:00AM - 9:45AM	<b>CAMPUS GATHERING*</b> <i>-MARSEE AUDITORIUM-</i>
9:45AM - 10:45AM	<b>CAMPUS OPEN HOUSE*</b> <i>-VARIOUS LOCATIONS-</i>
11:00AM - 12:00PM	<b>DIVISION ACTIVITIES*</b> <i>-VARIOUS LOCATIONS-</i>
11:30AM - 1:30PM	<b>CAMPUS LUNCH</b>
12:45PM - 1:45PM	<b>TENURE RECEPTION</b> <i>-GYM 216, MULTI-PURPOSE ROOM-</i>
1:00PM - 3:00PM	<b>SELF-CARE FAIR</b> <i>-LIBRARY &amp; LEARNING RESOURCES-</i>
2:00PM - 4:00PM	<b>UNDOCUADVOCATE TRAINING**</b> <i>-EAST DINING ROOM-</i>

For more information:  
<https://t.ly/LBeUQ>

*\*Full Time Faculty Attendance Required*

*\*\*Racial Equity Flex Credit Eligible*