

KERN COMMUNITY COLLEGE DISTRICT
DISTRICT CONSULTATION COUNCIL
UNAPPROVED SUMMARY
September 26, 2017

ITEM	DISCUSSION	RECOMMENDATION / FOLLOW-UP	O	C
1. Agenda	The meeting was called to order by facilitator, Chancellor Tom Burke at 1:06 p.m.	Both time keeper and gate keeper were not selected.		
2. Approval of Summary	Review of August 2017 minutes	Approved.		X
3. Human Resources	A. BP/AP Chapters 7 Unfinished 7365	<p>BP/AP 7120 Recruitment and Hiring The issues on the process of hiring are dealt with in the AP. ACTION: Bring AP 7120 back October 2017</p> <p>BP/AP 7150 EVALUATION BC Academic Senate posed a question about faculty's participation in the evaluation of management under AP 7150. PC Academic Senate indicated that faculty has been selected in past evaluations of management.</p> <p>BP/AP 7250 Educational Administrators ACTION: Delete from note down on BP; Move forward Two questions raised: 1) about the level of internal experience from non-tenure faculty taking on an administrator role 2) Retreat rights for non-tenure faculty moving from administrator to faculty; evaluation process to start back at one?</p> <p>ACTION: General Counsel will review Ed Code and advise.</p> <p>BP/AP 7260 Classified Supervisors and Managers ACTION: Move forward</p> <p>BP/AP 7365 Discipline and Dismissal - Classified Employees ACTION: Language in BP to direct to CSEA contract; Move forward</p>	X	

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		ACTION: AP 7365- back to orginial and bring back in October or November	X	
4. General Counsel	A. No Report			

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5. Business Services	A. No Report			
6. Educational Services	A. Wait-list Purge Dates	<p>A request was made at the top of the meeting to add wait-list purge dates to this agenda. There are concerns with the Friday date and time frame chosen to purge the drop students from the Banner system. CIO Moser will check with his staff about Title 5 regulations, the process, and when the drop actually occurs.</p> <p>ACTION: Add to October agenda and VP's meeting agenda</p>		
7. Constituency Issues	A. No Report	A. No items were shared.		
8. Operations	A. IT Governance Process	<p>CIO Gary Moser presented the proposed Technical Governance Process for IT. IT Directors at the three colleges help write the process. Copies were made available a week prior to the meeting and posted in the Council committee website.</p> <p>ACTION: Consultation Council to provide feedback from constituency groups at the October meeting.</p>		
9. Chancellor	A. BP/AP Chapters 2-Proposed Revisions for 2430 & 2435	<p>Chancellor Burke shared that the proposed language for BP/AP 2430 and BP/AP 2435 pertaining to the college presidents that Academic Senate President, Steven Holmes presented, was reviewed by the Board at the September 14th meeting in closed session as it pertains to the Chancellor's evaluation. The Board directed Chancellor Burke that they prefer the current CCLC language that they reviewed and agreed upon at the January retreat.</p> <p>ACTION: Move forward for first reading.</p>	X	

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	B. Participatory Governance Workshop	Reminder that the Participatory Governance Workshop will be held on November 28th from 3pm - 5pm. A brief meeting of the Council will take place from 1pm - 3pm on the same day.	X	
10. Future Meeting Agenda Items	1. Decision Making Document 2. Accreditation			
Adjournment	Meeting adjourned at 2:31 p.m.			

MEMBERS PRESENT:

Thomas J. Burke, Chancellor
John Means, Vice Chancellor, Educational Services
Tonya Davis, Interim Vice Chancellor, Human Resources
Bill Henry, President, Porterville College (**via video conference**)
Tom Greenwood, CCA President, Bakersfield College
Jeff Keele, Senate President, Porterville College (**via video conference**)
Steven Holmes, Academic Senate President, Bakersfield College
Sue Vaughn, Management Association, Bakersfield College
Vern Butler, CSEA Representative, Porterville College
Jill Board, President, Cerro Coso Community College (**via video conference**)
Sonya Christian, President, Bakersfield College
SGA Pres Samuel Kelley, Cerro Coso Community College
Deborah Martin, Interim CFO, District Office
Proxy: Jose Cortez for SGA Pres Dezi Von Monos, Bakersfield College
Danielle Hillard, Executive Assistant, Chancellor's Office (scribe)

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MEMBERS ABSENT:

Michael Barrett, CSEA Representative, Cerro Coso Community College
Jan Moline, Academic Senate President, Cerro Coso
SGA Pres Catherine Osbourne, Porterville College
Tina Johnson, CSEA Representative, Bakersfield College

GUEST:

Gary Moser, CIO, District Office
Chris Hine, General Counsel, District Office

O: Open C: Closed

KERN COMMUNITY COLLEGE DISTRICT
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January 23, 2018

ITEM	DISCUSSION	RECOMMENDATION / FOLLOW-UP	O	C
1. Agenda	The meeting was called to order by facilitator, Chancellor Burke at 1:07 p.m.	No changes were made to the agenda.		X
2. Approval of Summary		No previous meeting with summary due to November workshop.		X
3. Human Resources	A. Teaching assignments for Classified Employees	<p>Vice Chancellor Tonya Davis discussed with Council some of the benefits and challenges with CSEA employees teaching to include:</p> <ul style="list-style-type: none"> • What are the rights of classified staff who accept adjunct faculty assignments? • What opportunities are there for classified staff to teach? • The impact of the Fair Labor Standards Act (FLSA), the California Education Code and the Collective Bargaining Agreement on classified staff who teach within their community college district. • Compensation and budgetary impact on community colleges <p>Both CSEA and Senate Council members expressed interest in this matter. An issue paper was also provided to the Council for review. <i>(see handout)</i></p> <p>ACTION: Vice Chancellor Davis will take this matter to CSEA to bargain as a negotiable item.</p>	X	
4. General Counsel	A. No Report			
5. Business Services	A. 2018-19 Governors Proposed Budget	A. CFO, Deborah Martin and Chancellor Burke shared the proposed 2018-19 Governor's Budget with the Council that has an increased attention to student outcomes. Chancellor Burke shared two significant expenditures in the proposed budget: 1) a new fully online community college, and 2) a new outcomes-focused funding formula. Copies of the budget summary were made available to the Council. <i>(see handout)</i>		X

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	B. Mid-year DO Budget Adjustment	B. CFO, Deborah Martin and Chancellor Burke presented a mid-year DO budget adjustment for the current 2017-18 fiscal year due to unforeseen cost at the time of adoption back in September 2017. Questions were raised as to the timeliness and necessity of all line items submitted. ACTION: Chancellor Burke will present to the Board of Trustees at the next regularly scheduled board meeting for approval.		X
	C. District-wide (DW) Budget Committee Update (verbal)	C. CFO Martin reported that the DW Budget Committee has met three times and formed two sub-committees; one to address the reserves and the other for policy/procedure that relates to the budget.	X	
6. Educational Services	A. Accreditation Update (verbal)	A. Vice Chancellor Means reported that the completed accreditation reports for the upcoming site visit this fall, are due to ACCJC by July 15, 2018. The Board of Trustees sub-committee for accreditation review will be meeting monthly to review the four standards set by the commission, and each college's; along with the District Office's response with evidence to those standards.	X	
	B. Wait List Purge Update (verbal)	B. Vice Chancellor Means is working with the colleges' Vice Presidents to determine the correct time to purge the waitlist, and what impact this change will have on the colleges. ACTION: VC Means will send out the correct information on this matter via email to the Council.	X	
7. Constituency Issues	A. Wait-list Purge Date B. Classified Staff/Adjunct Employment	A. See above. B. See above.		
8. Operations	A. District-wide IT Governance Group Update (verbal)	A. CIO Gary Moser reported that the DW IT Governance group has eight meetings throughout the academic year with a committee made of	X	

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	<p>B. Banner 9 update & Cloud Discussion (verbal)</p>	<p>members district-wide. The IT Governance Committee has a meeting scheduled for February 22nd.</p> <p>B. CIO Moser reported that the Banner 9 update is tracking well for a July start, and spring training with consultants is fast approaching. He also shared:</p> <ul style="list-style-type: none"> • Testing system is ready and running • Moving to the cloud and more service based focus by department instead of maintenance; better serving the colleges' needs • Doc Imaging is moving forward • Partnering for ERP solutions (Banner 9 upgrade & cloud service) with Coast and Foothill-De Anza college districts; dedicated support teams established; a first for community colleges. 	<p>X</p>	
<p>9. Chancellor</p>	<p>A. Chancellor Office Reorganization</p>	<p>A. Chancellor Burke discussed a potential re-org of the Chancellor's Office to include:</p> <ul style="list-style-type: none"> • Director of Risk Assessment & Management to come under the Chancellor's org chart to avoid any conflict of Interest under current structure moving forward • HR Tech position that changed per a JAQ finding to Coordinator of Risk Management & Safety---to fall under the Executive Director of that department • The need for a Receptionist position to handle to Weill entrance services for students, faculty, staff, and the community, allowing for Public Safety to fulfill the necessary duties of their job descriptions during business hours. <p>Chancellor Burke provided a handout, outlining what the proposed org chart would look like. Reps from each college voiced no opposition with the overall proposal, with the exception of one.</p>	<p>X</p>	

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	B. Board Policies and Procedures Status (verbal)	B. Chancellor Burke reported that the District is currently seeking estimates from a couple of law firms for legal review of the KCCD Board Policies; somewhere within \$70-\$80,000 range. The procedures will move forward with the policies for review through the decision-making process. ACTION: A request was made to have a procedure and process in place for notifying faculty, staff, and students on BPs & Aps updates, on a regular basis.	X	
10. Future Meeting Agenda Items	<ul style="list-style-type: none"> • DRAFT 2018-19 KCCD Budget • Decision Making Document • Accreditation 			
Adjournment	Meeting adjourned at 3:10 p.m.			

MEMBERS PRESENT:

- Thomas J. Burke, Chancellor
- Deborah Martin, Interim CFO, District Office
- John Means, Vice Chancellor, Educational Services
- Tonya Davis, Vice Chancellor, Human Resources
- Bill Henry, Interim President, Porterville College **(via video conference)**
- Sonya Christian, President, Bakersfield College
- Jill Board, President, Cerro Coso Community College **(via video conference)**
- Michael Barrett, CSEA Representative, Cerro Coso Community College **(via video conference)**
- Kathy Freeman, CCA President, Bakersfield College
- Jeff Keele, Senate President, Porterville College **(via video conference)**
- Steven Holmes, Academic Senate President, Bakersfield College
- Jan Moline, Academic Senate President, Cerro Coso **(via video conference)**
- Sue Vaughn, Management Association, Bakersfield College
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Danielle Hillard, Executive Assistant, Chancellor's Office (scribe)

MEMBERS ABSENT:

SGA Pres Dezi Von Monos, Bakersfield College
SGA Pres Samuel Kelley, Cerro Coso Community College
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