

Schedule of Committee Review of Reports and Data

Reporting Documents	IEC	SSSP	OAC	PR	BDC	SSEC	Faci- lities	TRT	College Council	Faculty	Classified	Admin	How Often
Student Success Metrics	IEC	SSSP							College Council	Academic Senate		Admin Cabinet	annually
Nation-wide Scorecard	IEC	SSSP							College Council	Academic Senate			annually
Annual Unit Plan Data										Dep't faculty		Deans & VP's	annually
Elements of Student Success	IEC	SSSP								Faculty Chairs			annually
Strategic Plan Annual Review	IEC	SSSP							College Council	Faculty Chairs	Class Senate	Admin Cabinet	annually
College Council Survey									College Council				annually
College Planning Survey	IEC		OAC	PR	BDC				College Council				every 2 years
High School Yield Report		SSSP										Admin Cabinet	annually
Transfer Velocity		SSSP										Admin Cabinet	annually
VTEA Reports										CTE Chairs		CTE Dean	annually
Launchboard Data										CTE Chairs			annually
Program Review Data from IR										Dep't faculty		Deans & VP's	annually
Student Experience Survey	IEC	SSSP				SSEC	Faci- lities	TRT		Faculty Chairs	Class Senate	Admin Cabinet	every 2 years
Climate Survey	IEC								College Council			Admin Cabinet	every 2 years
AUP Presentations			OAC		BDC				College Council				annually
ASP Presentations					BDC				College Council				annually
Program Review Presentations									College Council	Academic Senate			annually





Minutes- DRAFT

Institutional Effectiveness Committee

Date: Thursday, September 28th, 2023

Time: 3:00 pm – 4:30 pm

Location: MB 318 or Zoom <https://kccd-edu.zoom.us/j/3271610513>

Attendance: Corey Marvin, Jessica Kawelmacher, Jamie McClure, Jaclyn Kessler, Cliff Davis, Lisa Fuller, Yvonne Mills, Heather Ostash, Chad Houck

1. Call to Order: Meeting called to order at 3:06 PM
2. Changes/Additions to the Agenda & Minutes: *add to previous minutes "dual enrollment" before adjunct on #8.*
3. Approval of Minutes and Action Items- Approved
4. **Accessibility** – *Corey provided the committee a recap of the ACMM Tech Center visit. Accessibility is an area not easy to encompass. Where accessibility resources in the past came from the district the new approach identified to best meet accessibility needs are to move responsibility from the district back to the colleges where it needs to be implemented. The ACMM Team's approach is like the process of accreditation; Assess, identify gaps, and implement the improvements in all areas. Heather added that the ACMM team took our input and will create an action plan to bring back to us with our highest priorities for liabilities. She believes there are some easy changes we can make as an institution that would make a large impact. Corey asked the committee if they believed that they should add Accessibility as a fourth pillar to the IEC group. **Lisa Fuller and Corey are to draft an item on accessibility to bring to council, senate, and committees.***



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5. **Strategic Plan Results-** *Jaclyn presented the strategic plan to maximize student success. There is a gulf between our target and where we are. The target of 3420 students FTES is set for 2024 we were at 2967 in 2022-2023. Jaclyn shared the various numbers at each campus. The financial aid fraud abuse may have played a role in dropped enrollments. The presentation included aggregated and disaggregated results and can be accessed in Tableau. If individual units would like access, then memberships will need to be purchased at \$150.00 per year. Jaclyn is working with the district to try and get more access to users at Cerro Coso. Heather says we should identify who needs access and the VPs can determine how to pay for it. Corey added there will be discussion in the future about where the data is to be posted and who will be seeing it.*

6. Updates –

- **Outcomes assessment-** *Dawn Ward shared they are getting started using CAMS and are starting to reach out if anyone needs help using CAMS. Dawn Ward to give an overview of how to use CAMS next meeting.*
- **Program review-** *Lisa Fuller shared that Michael Chiang will be joining the program review committee, and they are still looking for faculty. The committee is planning to meet twice each semester asynchronously.*
- **Planning-** *Corey shared that they are gathering data from IR and will start looking to October for AUPs and section plans. Chad shared he is working on budget sheets and has reached out to some sections to work out details. Budget sheets to all AUPs are available. Integrated planning to meet when Corey gets document drafted.*

7. Review of Action Items:

- *Lisa Fuller and Corey to draft an item on accessibility to present at committees, College Council and Academic Senate*
- *Dawn Ward to give CAMS overview at next meeting.*

8. Future Agenda Items

9. Future Meeting Dates: October 26, 2023

10. Adjournment- 4:32 PM

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Meeting Chair: Corey Marvin

Recorder: Kelly Potten





Minutes DRAFT

Committee Name: College Council

Date: October 20, 2022

Time: 2:00pm – 4:00pm

Location: MB 318 & Zoom

Attendees: President Hancock, Yvonne Mills, , Mike Campbell, Kevin King, Joe Slovacek, Mike Barrett, Fatima Chavez, Melissa Bowen, Cody Pauxtis, Heather Ostash, Chad Houck

Absent: Lisa Stephens, Corey Marvin

Guests: Debilyn Kinzler, Kristie Nichols, Kelly Potten, Katie Bachman, Jessica Kawelmacher

1. Call to Order – 2:05pm

2. Purpose of the Meeting

The purpose of the College Council is to serve as the chief advisory and participatory recommending body to the President and is responsible for communicating issues specifically relevant to their constituent group and for feedback or input which has been requested by College Council.

3. Approval of Minutes and Action Items

Contact the President's Office to attend the Economic Pre-summit in Bakersfield. Completion Date: Immediately. Jennifer Curtis will follow up with the Deans and VP's to see if there is anyone else who would like to attend.

Minutes approved.

4. Approval of Agenda

Agenda approved.

5. Constituency Reports

5.1 Academic Senate – Yvonne Mills

- Equity plan was presented and feedback will be gathered to be discussed during the next senate meeting. The plan is due the end of November.



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- Business Info Technology Department submitted a proposal to split the department in two. Senate approved the proposition and Suzie Ama will bring the proposal to College Council.
- Formed an ADHOC committee to establish course caps.
- Adopted a joint resolution with the other academic senates regarding the proposed change to BP6200 and 6250, the district wide reserve floor. The senates are in opposition of that change.
- BP8900 regarding the process of hiring full time faculty, temporary full-time hires should follow the same process when full-time faculty are hired. There is some concern with the proposed process so further conversations will take place.
- Moving forward with identifying leads for the accreditation teams.

5.1 Classified Senate – Vacant

No report.

5.2 Student Government – Fatima Chavez Gomez

- Conducted a survey on which games students would be interested in the student center – pool table was the number one answer.
- Ordered cards, monopoly, and chess. The process for checking the games out will be identified.
- Club rush – weightlifting club was discussed. Use of the weight room was identified as a want of the students. Research is being done by administration and will be reported back once options have been identified.
- City of Ridgecrest is showing Hocus Pocus so SGCC has cancelled their showing. The site in Tehachapi will still be showing the movie.

5.3 Consultation Council – President Hancock/Yvonne Mills

- Ensuring learning aspect of courses for dual enrollment classes was discussed by the Chancellor.
- Advancing Student Success with Equity Presentation was shared – see attachment.
- Board Policy Updates can be viewed on the Chancellor's website under Consultation Council.



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- Academic Calendars will reflect a four-to-five-week window where spring break will be identified so that the BOT can approve the change once and will not have to come back if there is a change during that window.
- ISER timeline and responsibilities has been identified. The full document can be viewed in the SharePoint.
- Vice Chancellor of Human Resources is working on moving from using Ethics Point to Maxient. This will provide a clearer process for filing a complaint.

5.4 Community College Association (CCA) – Joe Slovacek

- Reminder that department procedures should be reviewed.
- Meeting on Monday to review the Academic Calendar.

5.5 California School Employee Association (CSEA) – Mike Barrett

- Participatory Governance Meeting today and discussed the changes in Board Policy regarding layoffs. There is a change in the probation time from one year to 6 months and family leave.
- Met today on the Collective Bargaining Agreement. One item still needs to be reviewed and will be brought back for discussion.
- Bakersfield College Faculty have made comments during a meeting that were uncalled for so the Chancellor, Board of Trustees, and Human Resources will review what happened.
- Discussing the reserves and how high they currently are. The Classified are not in favor of raising the level of reserves suggested by the Board of Trustees.

6. Reporting Committees

6.1 Facilities – Cody Pauxtis

The PowerPoint slide was presented. See College Council SharePoint folder for information. Issues with whiteboards in classrooms can be directed to Cody Pauxtis.

6.2 Safety & Security – Kevin King

The PowerPoint slide was presented. See College Council SharePoint folder for information.



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6.3 Technology Resource Team (TRT) – Mike Campbell

The PowerPoint slide was presented. See College Council SharePoint folder for information.

6.4 Student Equity and Achievement Committee (SEAC) – Heather Ostash

Equity plan was presented.

6.5 Incarcerated Students Education Program (ISEP) – Corey Marvin

The PowerPoint slide was presented. See College Council SharePoint folder for information.

7. Associated Committees

7.1 Budget Development – Chad Houck – *Title V, Sec. 53200:C.10*

The PowerPoint slide was presented. See College Council SharePoint folder for information.

7.1.a. District Wide Budget Development Committee *Title V, Sec. 53200:C.10*

The PowerPoint slide was presented. See College Council SharePoint folder for information.

7.2 Institutional Effectiveness Committee (IEC) – Corey Marvin *Title V, Sec. 53200:C.10*

The PowerPoint slide was presented. See College Council SharePoint folder for information.

7.3 Professional Development – Corey Marvin *Title V, Sec. 53200:C.8*

The PowerPoint slide was presented. See College Council SharePoint folder for information. Spring Flex is being worked on now. The professional development recommendations from the Climate Survey Task Force will be presented to the Professional Development Committee. There is classified professional development monies at the DO.

7.4 Accreditation – Corey Marvin *Title V, Sec. 53200:C.7*

The PowerPoint slide was presented. See College Council SharePoint folder for information.



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8. Task Force Updates

8.1 Enrollment and Student Success with Equity Task Force Update – Corey Marvin
No report.

8.2 Participatory Governance Model Task Force Update– President Hancock & Yvonne Mills

Identified a matrix from another college on the decision-making process as well as the overall process. The committee will adapt the matrix to Cerro Coso and continue the discussion. Discussed creating a template to ensure all constituency group have been consulted, and all steps have been followed before going back for the final approval to College Council, or to the state, etc. Having a paper trail is important.

9. Discussion Items

9.1 COMMUNITY ECONOMIC MOBILITY: A Focus on Energy and Climate Resilience, a CA Economic Pre-Summit Institute

A final push is being made to get participants. Hotel stay will be provided because it is a two-day event.

9.2 Equity Plan Review and Input (attachment) – Heather Ostash

The Equity Plan was presented for input.

9.3 Revised Mission Statement (attachment) – President Hancock

The mission statement has been revised to add “Baccalaureate Degree” so that we can get one started at Cerro Coso. San Diego CC experienced some push back, so we are trying to cover all the bases so that we don’t encounter the same push backs. Please review with your constituency groups for additional ideas and approval of the change.

Action Item: Review the revised Mission Statement with your constituency groups and bring back questions to College Council. Completion Date: November 3, 2022.

9.4AUPs/SUPs/DUPs (2:50 p.m.)

- Debilyn Kinzler presented the AUP for Honors and PTK.
- Katie Bachman presented the AUP for Outreach.



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10. Legislative Updates

10.1 Listing of pending legislation uploaded to the College Council folder.

11. Staffing Update

11.1 Staffing Update (attachment) – President Hancock
Staffing update provided for current positions.

12. President's Report

12.1 November 1 President's Town Hall

The event invitation was sent out this morning.

12.2 All Staff & Faculty Employee Convening

The event will take place on February 10, 2023. A save the date will go out soon.

12.3 Winter/Holiday Celebration

During the month of December winter events will be encouraged at each of the sites. All are invited to IWV for a breakfast and an ornament exchange prior to the winter break. Date to follow.

12.4 November 4th KCCD Leadership Academy

Leadership Academy will visit IWV on November 4, 2022. Focus will be legislative advocacy. Cerro Coso will also be highlighted during the day.

12.5 November 10th BOT meeting at PC

The November BOT meeting will take place at Porterville College.

12.6 Military and Aerospace Workforce Coalition Meeting – December 8, 2022

President Hancock and the administrative team, along with district leadership, will be visiting Edward's Air Force Base to discuss Military and Aerospace Workforce.

13. Miscellaneous

n/a



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14. Review of Action Items

1. Review the revised Mission Statement with your constituency groups and bring back questions to College Council. Completion Date: November 3, 2022.

15. Future Agenda Items

- 15.1 Call to Action Presentation – Heather Ostash & Julie Cornett
- 15.2 E-Sports Update
- 15.3 Banner 9 Baseline Software & Late Add Process

16. Future Meeting Dates

September 1, 2022	January 26, 2023
September 15, 2022	February 9, 2023
October 6, 2022	February 23, 2023
October 20, 2022	March 2, 2023
November 3, 2022	March 16, 2023
November 17, 2022	April 6, 2023
December 1, 2022	April 20, 2023
	May 11, 2023

15. Adjournment – 4:04pm

Meeting Chair: President Sean Hancock / Yvonne Mills
Recorder: Jennifer Curtis



Agenda

Student Equity and Achievement Committee

Date: 11/08/2023

Time: 12:30PM

Location: MB 318 | Zoom: <https://kccd-edu.zoom.us/j/85090608378>

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes and Action Items
4. Information Items
 - a. Credit for Prior Learning Update
 - b. First-Generation Day
 - c. Part-Time Student Survey
5. Discussion Items
 - a. Elements of Student Success: Fall 2022 Cohort Data [Tableau]
 - i. [College Comparison](#)
 - ii. By Age
 1. [18-19](#)
 2. [20-24](#)
 3. [25-29](#)
 4. [30-39](#)
 5. [40-49](#)
 6. [50+](#)
 - iii. Ethnicity
 1. [African American](#)
 2. [American Indian](#)
 3. [Hispanic/Latino](#)
 4. [White](#)
 - iv. [Gender Comparison](#)
 - v. [First-Gen Comparison](#)
 - b. [Student Experience Survey](#)
 - c. Report Chart Review and Student Profiles

6. Review of Action Items

7. Future Agenda Items

8. Future Meeting Dates

- | | |
|-----------------------|------------|
| • 9/20/23 | • 11/8/23 |
| • 9/27/23 | • 11/29/23 |
| • 10/25/23 | • 12/6/23 |

9. Adjournment

Meeting Chair: Heather Ostash, Tyson Huffman

Recorder: Tanner Barnett (Absent)