



College Council

September 21, 2023



Reporting Committees



Facilities – Cody Pauptis

- ◆ 20 September Meeting
 - ☐ Facilities Master plan
 - ☐ Ass et Essentials
 - ☐ Bookstore remodel
 - ☐ Scheduled Maintenance Scheduled Repair (SMSR)
 - ☐ State took 59% of 22/23 SMSR dollars back from KCCD.
 - ☐ 7 Projects, \$1,959,642.00 / \$1.1 million backfill ad from COVID Block Grant.
 - ☐ Sports Complex
- ◆ Next Meeting 11 October



Safety & Security – Kevin King

- Emergency Evacuation Drills Complete (Fall – Announced)
 - Issue with Gymalarms
 - 911 call Notification System Exercised
 - Important not to move the phones
- Upcoming Training
 - 1st Aid/CPR (Security and Rec/Fitness Center Staff)
 - Stretcher training (looking to purchase a Styler Stair Chair)
 - Personal Security Circuit
 - 2 trainings a semester
 - 1st Session- Base Course (situational Awareness & De-escalation)
 - 2nd Session- (Specialized/Focused)



Technology Resource Team (TRT) – Mike Campbell

- ◆ Classroom Projects
 - ◆ EW203 and 205 finished
 - ◆ Voice amplification
 - ◆ USB lecture recording
 - ◆ Polycom Video Conferencing End of Life
 - ◆ HP purchased Polycom
 - ◆ Polycom codes no longer supported after July 2024
 - ◆ Zoom room as an alternative
 - ◆ 2 Rooms were set up over the summer Bishop 122 and Mammoth 202
 - ◆ Pilot class scheduled for fall semester
 - ◆ Office 2019 End of Support Oct 2023
 - ◆ Teamviewer Support upgrades
 - ◆ Intelligence Learning Platform integration with Canvas
 - ◆ Coming in December of 2023
 - ◆ Allows for real time transfer from Banner to Canvas



Student Equity and Achievement Committee (SEAC) – Heather Ostash

- ◆ Meeting Yesterday-
 - ◆ CFIT on First Generation Students- Group getting started
 - ◆ CDCP share out at Senate
 - ◆ Update on AB 1705 English and Math in the First Year Data
 - ◆ Credit for Prior Learning Process Development- Report out
 - ◆ Part-time student strategies
 - ◆ Who are our part-time students?
 - ◆ Why are they part-time?



Incarcerated Students Education Program – Corey Marvin

- ◆ Met September 20 (yesterday)
- ◆ ISEP Program status update – the roll-out of increased class offerings at CCI A, B, and C yards has occasioned a lot of growing pains for the college and the prison, particularly around classroom availability. We will be very happy to have our own spaces. Modular buildings approved at last week's board meeting.
- ◆ Enrollment – down 60.8% in FTES and 60.7% in headcount
- ◆ CSU Pathway – committee green-lit the offering of CSU Breadth as an acceptable GE pathway
- ◆ History Degree – committee green-lit the ability for students to get this degree
- ◆ ISEP training day – desperately needed for a new and returning faculty, looking to schedule mid-October
- ◆ NCHEP – limited number of spots available, ISEP staff will work with ISEP faculty leadership to recommend names
- ◆ COVID quarantine protocols – confirmed the consistency inside and outside prison about how faculty are asked to respond to Covid disruptions/absences
- ◆ Next meeting, October 18 (a week early) 3:00 – 4:30 pm



Constituency Reports



Associated Committees



Budget Development – Chad Houck

- ◆ Has not met yet, due to scheduling conflicts
- ◆ Budget was adopted last week
 - Cerro Coso is adding to reserve by a little over \$64,000
- ◆ Budget worksheets for next cycle are being developed for deployment with rating rubric next week



District Wide Budget Development Committee – Chad Houck

- ◆ Has not met yet.



Institutional Effectiveness Committee (IEC) – Corey Marvin

- ◆ Has not met. Next meeting scheduled for Thursday, September 28.



Professional Development Committee – Corey Marvin

- ❖ Met September 12
- ❖ Fall Flex Debrief – positive responses on general sessions and breakout sessions
- ❖ Results of Spring PD Survey – Bryan King presented the results of the all-college professional development survey in the spring. There was a lot of really great information gained. Data can be disaggregated by constituent group, as well as searched and listed by highest response. Aidyn and Bryan putting the finishing touches on, and the survey will be brought to constituent group meetings soon.
- ❖ PD and Integrate Planning – based on the reception and action items generated out of the survey, the committee discussed whether or not PD needs to remain a resource request item in the planning process, or whether this becomes the college's annual comprehensive PD needs analysis (the need for budgeting for PD would of course not go away). If so, some mechanism will be required about how to update topics yearly.
- ❖ Next meeting, October 10 (November 14), 3:00- 4:30 pm
- ❖ Also, welcome Yvonne Pickrell!



Accreditation – Corey Marvin

- ❖ Has not met. Next meeting mid semester?



The End



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Committee Name: College Council

Date: September 1, 2022

Time: 2:00pm – 4:00pm

Location: MB 318 & Zoom

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

Absent: Lisa Stephens, Melissa Bowen

Guest:

1. Call to Order – 2:03pm

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

Action Item:

No action items.

Minutes approved.

4. Approval of Agenda

President's Report - Cultural Events on Campus

Agenda approved.

5. Constituency Reports

5.1 Academic Senate – Yvonne Mills

- Voting senators were determined during the last meeting.
- Approved 2023-24 academic calendar. A four-week block approved for spring break as to not have to go back to the Board of Trustees if changes need to be made.
- Ongoing conversations for class caps, on ground vs. online. Faculty want caps to be the same for both modes.

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5.1 Classified Senate – Vacant

No report.

5.2 Student Government – Fatima Chavez Gomez

- Working to fill vacant positions on the board. Currently only the President and Vice President positions are filled.
- Constitution Day is being planned, more info to follow.
- Student Leadership Conference October 21-23, 2022 in San Diego. Up to four students will be attending from Cerro Coso.
- The Academic Senate President, Yvonne Mills, offered to have SGCC make a plea for students to participate in Student Government at the next meeting. This is in hopes the faculty would help spread the word in their classes.

5.3 Consultation Council – President Hancock/Yvonne Mills

- August 23, 2022, Consultation Council Meeting.
- Annual review cycles for Board Policy chapters were discussed.
- Investment proposals were reviewed and are still being considered
 - A public safety compound in Bakersfield
 - Permanent space in Tehachapi to continue our presence. This would be a three-year agreement.
- Space Utilization study was completed during COVID so unrealistic. A new review will be done in the fall.
- Scheduled maintenance money available with Cerro Coso receiving 2.1 million.
- Early College presentations regarding the work taking place across the district.
- Reach – Racial Equity for Adult Credentials in Higher Education was presented.
- LAEP – Learning Aligned Employment Program was presented.
- Our district has been invited to apply to participate in Unlocking Opportunities
- State and KCCD budget update was provided.
- A presentation on the KCCD District Wide Unrestricted Reserves, Investment Proposals, and Cash flow Analysis was provided.



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- Fulltime temporary hiring was discussed with a call for clarity on how to approach and consistency across the district.

5.4 Community College Association (CCA) – Joe Slovacek

- There are a few faculty members who will be filing for mileage between Mammoth and Bishop.
- The Counselors and Librarians at IWV feel the administration is making them do their prep work in offices and they do not feel it is equitable as other faculty who are allowed to work from home.
- There is discussion regarding the requirement to teach one class on campus and what is the outcome when the one class is cancelled.

5.5 California School Employee Association (CSEA) – Mike Barrett

- Rough draft of the collective bargaining agreement is being completed.
- Sunshine for openers will go to the BOT in October.
- A monthly participatory governance meeting will be scheduled.

6. Reporting Committees

6.1 Facilities – Cody Pauxtis

The PowerPoint slide was presented. Meetings are being scheduled now. First thing on the agenda will be the feedback for the Participatory Governance Model Handbook.

6.2 Safety & Security – Kevin King

Safety & Security meetings are being scheduled now.

6.3 Technology Resource Team (TRT) – Mike Campbell

TRT needs seven additional members, four classified, two faculty, and one student.

6.4 Student Success Support Programs (SSSP) – Heather Ostash

The committee has a new name, Student Equity and Achievement Committee (SEAC). The PowerPoint slide was presented.



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6.5 Incarcerated Students Education Program (ISEP) – Corey Marvin
ISEP has not yet met. They will discuss a replacement representative to be assigned to College Council during their first meeting.

7. Associated Committees

7.1 Budget Development – Chad Houck – *Title V, Sec. 53200:C.10*
The PowerPoint slide was presented. HERF funds are still available until June. Lisa Couch is the steward of those funds.

7.1.a. District Wide Budget Development Committee *Title V, Sec. 53200:C.10*
The PowerPoint slide was presented. Tentative budget was presented in June, with the final budget going to the September Board of Trustees meeting for approval.

7.2 Institutional Effectiveness Committee (IEC) – Corey Marvin *Title V, Sec. 53200:C.10*
First meeting September 22, 2022.

7.3 Professional Development – Corey Marvin *Title V, Sec. 53200:C.8*
First meeting October 13, 2022.

7.4 Accreditation – Corey Marvin *Title V, Sec. 53200:C.7*
Committee has not met. First meeting TBD. It was shared that we will still fall under the old standards during our next accreditation. Schools starting their accreditation process in spring of 2026 will begin with the new standards.
ISER training will take place on October 14, 2022. Standard representatives will need to be identified.

8. Task Force Updates

8.1 Enrollment and Student Success with Equity Task Force Update – Corey Marvin
The task force worked during the month of June and identified priorities for the project that align with Student Success and Equity plan. Coaches have been assigned to help Cerro Coso with the process. A follow-up meeting took place the later part of June. No work has been done since then and the task force will reconvene on September 12, to determine the short and long-term priorities.

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

The first meeting is scheduled for September 12, 2022. The intent is to have the document ready by spring 2023.

9. Discussion Items

9.1 Improving Security Services – Kevin King & Chad Houck

There is a need to have security coverage at IWV and Tehachapi on a reliable and ongoing basis. The current contract for security often leaves the campuses with no coverage. A request is being made to bring on our own security force with one full time position at IWV, one part time at IWV, and one part time position in Tehachapi. ESCC will be planned for in the future.

A cost analysis was presented with a total annual cost of \$112,598.63 for the three positions proposed. A new long-term contract will need to go out for bid if this scenario is not approved and it is anticipated that the actual cost for services for a contractor will be higher than what was budgeted for. It was noted that the normal planning cycle to request employees will not meet our immediate needs and this is why it is being brought to College Council for review.

An approval was requested to move forward with hiring additional positions for security coverage.

It was the consensus of the group to move forward with our own security services at IWV and Tehachapi.

9.2 Unrestricted Reserves Analysis

The Unrestricted Reserve Analysis document reviewed at Chancellor's Cabinet was shared with the group. The expected ending reserve balance for the District is \$100,888,926, with Cerro Coso's portion being \$9,757,731.

KCCD Board Policy 6200 was shared with the group. The board members from the finance subcommittee discussed setting the reserves at 20-25% from 15-20%.

The targets and tactics investment proposals will not be funded by the district and instead will be the responsibility of the colleges to use their reserves if they would like to move forward. Cerro Coso's proposal will

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continue to be reviewed to see where we can incorporate at a future date.

10. Legislative Updates

10.1 Listing of pending legislation uploaded to College Council folder.
The Legislature recently disposed of over 800 bills. Since we are in the second year of the session, bills that did not make it out of the committees will, absent rule waivers, be considered dead bills. A few bills survived the critical deadline and will be amended. See Legislative update document in the College Council SharePoint folder for specific bills and their descriptions.

11. Staffing Update

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

11.2 Verbal update on new employees and recruitment
A&R – First round interviews on September 1, 2022.
Director ESCC – First round interviews completed with second round interviews scheduled for September 7, 2022.
Directory of Equity & Inclusions – Another round of interviews have been scheduled. The second round of interviews will take place on September 22, 2022.
Director Financial Aid – First round interviews are scheduled for September 7, 2022.
HR Manager – Interim position will be announced any time. Resa Hess will be leaving us on September 2, 2022.
Program Coordinator – First round of interviews will take place on September 8, 2022.
System Support Specialist – Offer pending.

12. President's Report

12.1 Strategic Plan 2021-2024
The printed Strategic Plan was received back from the printer and will be distributed to mailboxes soon.



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12.2 Educational Master Plan Extension

Cerro Coso requested an extension on submitting the Educational Master Plan. This next year will be used to work on the plan and align all the colleges on a five-year schedule.

12.3 Enrollment, Student Success with Equity Targets and Tactics

No report.

12.4 Military and Aerospace Collaborative

Meetings continued with China Lake over the summer and future discussions taking place with Edward's Air Force Base soon. We will be discussing how can we partner to meet their talent needs.

12.5 Cultural Events on Campus

We all have a responsibility to bring events to the campus. Encourage ideas in your committees and groups and bring to College Council.

13. Miscellaneous

n/a

14. Review of Action Items

No action items.

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

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

Unrestricted Reserve Analysis

Kern Community College District District Wide Unrestricted Reserves, Investment Proposals & Cashflow Analysis (GU001 Fund Only)

District Wide Unrestricted Reserves and Investment Proposals

	BC	CCC	PC	DW	Total
Reserves 22-23 Ending Balance - Tentative Budget	37,238,366	8,841,628	10,728,219	44,108,265	100,916,478
Released funds - Final State Budget Allocation	11,860,914	3,693,869	3,132,685	-	18,687,468
College Investment Plans	(984,723)	(585,199)	(399,114)	-	(1,969,037)
22/23 1% Off Schedule				(1,266,621)	(1,266,621)
Facilities Investment Proposal prework	(3,375,000)	(562,500)	(562,500)		(4,500,000)
New Program Growth and Innovation - Faculty	(2,250,000)	(375,000)	(450,000)		(3,075,000)
Benefit Adjustments and Compliance Positions	(1,514,000)	(260,000)	(226,000)	-	(2,000,000)
COP Pay Off (\$6.7M already budgeted)	(5,075,202)	(871,567)	(757,593)		(6,704,362)
Build up DW Reserves	(719,150)	(123,500)	(107,350)	950,000	-
Expected unallocated funds - Growth 21-22				800,000	800,000
Expected Reserves 22-23 Ending Balance after adjustments	35,181,205	9,757,731	11,358,347	44,591,644	100,888,926
Unrestricted Expenses (less one time expenses)	146,169,562	31,578,291	27,769,294	202,934,149	
Reserves as a % of Expenses	24.1%	30.9%	40.9%	22.0%	

Cashflow Analysis

Commitment of District-wide Reserves Cashflow	2023-24	2024-25	2025-26	2026-27	2027-28
Beginning Reserve Balance	44,591,644	43,114,906	41,638,168	40,161,430	39,349,792
SERP	(1,476,738)	(1,476,738)	(1,476,738)	(811,638)	-
	(1,476,738)	(1,476,738)	(1,476,738)	(811,638)	-
Cumulative Cashflow	43,114,906	41,638,168	40,161,430	39,349,792	39,349,792
% Districtwide Reserve level	21.2%	20.5%	19.8%	19.4%	19.4%