



Minutes

Committee Name: College Council

Date: September 2, 2021

Time: 2:00pm – 4:00pm

Location: Zoom & IWV Community Room

Present: President Hancock, Yvonne Mills, Deanna Campbell, Lisa Couch, Peter Fulks, Corey Marvin, Mike Barrett, Cody Pauxtis, Kevin King, Peter Fulks, Michael Bonner, Mia Guzman, Joe Slovacek, Mike Campbell,

Absent: Vonetta Mixson, Lisa Stephens, Heather Ostash, Melissa Bowen

Guest:

1. Call to Order – 2:03pm

2. **The 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**

Minutes approved with no changes.

1. **No action items.**

4. **Approval of Agenda**

Agenda approved.

5. **Reporting Committees**

A review of the Reporting Committee PowerPoint slides was presented.

5.1 **Facilities – Cody Pauxtis**

First meeting of the Facilities committee will be on September 15.

Encouraged everyone to continue to use SchoolDude for items that need attention or repair. Please try to be good neighbors when you use common spaces and clean up after yourselves.

5.2 **Safety & Security – Kevin King**

The first meeting of the Safety & Security committee will take place in a few



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weeks. The CFIT team will be putting together a recommendation for the fall. The Great Shake Out is scheduled for October.

5.3 Technology Resource Team (TRT) – Mike Campbell

The first meeting of TRT will take place next week and will continue to meet the second Wednesday of the month. A student representative is still needed for the committee. A re-design of the technology in the east wing classrooms is being discussed. Faculty, staff, and students will be a part of the discussions.

5.4 Student Success Support Programs (SSSP) –Heather Ostash

No report.

5.5 Incarcerated Students Education Program – Peter Fulks

The first meeting will take place at the end of the month. Approximately 100 students from the prison graduated in the spring.

6. Discussion Items

6.1 College Council Survey Results (attachments) – Ryan Khamkongsay & John Elder

A review of the College Council Survey results was provided. The survey results will be posted in College Council groups and an email sent out once they are available. All committee members should review the results to prepare for future discussions.

Action Item: Jennifer Curtis will add the College Council survey results to the Groups and send an email out notifying the committee. Completion Date: Immediately.

6.2 Participatory Governance Model – Self-Assessment of Committees/Council – President Hancock

A revision of the Participatory Governance Model handbook will take place in 2021-2022. Committees will be asked to review their charge, composition, and evaluation and assessment.

6.3 Participatory Governance Model Task Force – President Hancock

A task force will be put together to help with the revision of the Participatory Governance Model handbook. College Council will need to



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determine how many representatives should participate on the task force and will also be responsible for identifying task force members.

Action Item: College Council members should consider names for the Participatory Governance Model Task Force. Completion Date: September 16, 2021.

6.4 Enrollment, Student Success w/ Equity Report – President Hancock

Two-year transitions teams have been formed at the request of Chancellor Christian. These teams are tasked with addressing enrollments across the district. President Hancock provided a presentation over the summer to faculty regarding this initiative and he will place a copy of the presentation in the College Council groups for review. It is important that Cerro Coso make a point to be included in all District discussions and committees. The ISEP two-year team needs faculty participation.

6.5 Enrollment, Student Success with Equity Task Force – President Hancock

A task force will be called to address the areas of enrollment, student success, and equity that follows the lead of the two-year transition teams. Aligning the efforts at all our campuses is one area the task force will be working on. Outreach, marketing, and workforce development will also be included. Additional discussions will take place soon so think about participation from your groups.

Action Item: College Council members should consider names for the Enrollment, Student Success with Equity Task Force. Completion Date: September 16, 2021.

6.6 College Council Voting – President Hancock

A review of how the College Council meeting is run was discussed according to the Participatory Governance Model Handbook. There was discussion regarding consensus, and it was decided that a more formal process of voting was appropriate and would also help with the dissenting voice and provide more of an opportunity for discussion. When a formal decision is needed a presentation will be provided to College Council and members will be required to go back to their constituent groups and be prepared to vote at the following College Council meeting.

Strategic Plan Task Force – President Hancock

The Strategic Plan Task Force will be called together soon for a meeting to



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continue their work from the spring. Goals are being reviewed and combined. Specific metrics for equity will be needed. Additional updates will be provided when the document is ready for review.

6.7 Climate Survey Task Force – President Hancock

The Climate Survey was open and available for all employees to complete over the summer and was just recently closed. Classified participation was low, so it was decided that the survey would be opened back up for one last push for participation. Mike Barrett will send email reminders to encourage participation from the Classified. Once the survey has been closed the data will be compiled for review by the task force and recommendations will then be shared with College Council.

Action Item: Mike Barrett will send email reminders encouraging classified participation with the Climate Survey Task Force. Completion Date: September 2021.

7. Associate Committees

A review of the Associate Committee PowerPoint slides was presented.

7.1 Budget Development – Lisa Couch – *Title V, Sec. 53200:C.10.*

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

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

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

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

The mid-term report is due in October 2022. The report will need to be completed by the end of this academic year to make sure there is faculty involvement. Classified involvement will also be needed.

8. Constituency Reports

8.1 Academic Senate – Yvonne Mills

The Academic Senate's first meeting took place the first week of school. During the first meeting the voting representatives were decided with 39 voting members this year. Committee membership is being worked on now. The committee will be tasked with looking at their by-laws, charge, etc. this year.



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8.2 Classified Senate – Vacant

The Classified Senate will be on a semester break. The overall sentiment is that classified as a whole view the senate as meaningful and want to maintain the senate but will be dormant for the fall semester.

8.3 Student Government – Mia Guzman

Student Government has had two meetings so far this semester.

Constitution day will be observed on September 16, with iced coffee served to those in attendance. It was decided to make the constitution available online for students to view instead of printed copies to save paper.

Halloween activities are being discussed currently with a haunted drive-in high on the list. Something along the lines of Knott's Scary farm. Discussions with campus clubs and their advisors are ongoing.

8.4 Consultation Council – President Sean Hancock/Yvonne Mills

No update.

8.5 Community College Association (CCA) – Joe Slovacek

The MOU is currently being worked on. There has been some push back from faculty regarding the vaccination mandate. It was recommended that a notice be sent out to faculty letting them know the vaccination mandate was not a local decision but was a decision by the Board of Trustees.

8.6 California School Employee Association (CSEA) – Mike Barrett

CSEA is currently working on ratifying three MOU's with the District. A position change at Porterville College, the vacation accrual MOU covering from July 2021 to December 2021, and the winter closure date for December 2021. There was also discussing on the CDC position change at Cerro Coso, and it was noted that no ratification would be needed due to no change in hours. The return-to-work MOU is in its final stages and will soon be ready for the ratification process.



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9. Staffing Report

9.1 Staffing Update

A review of the staffing update was provided. There was discussion regarding the minimum wage paid for the Child Development positions and how hard it is to attract employee to fill those positions. It was recommended that a salary review be done at Cerro Coso and Bakersfield College.

10. President's Report

No additional report.

11. Miscellaneous Items

No items.

12. Review of Action Items

1. Jennifer Curtis will add the College Council survey results to the Groups and send an email out notifying the committee. Completion Date: Immediately.

2. College Council members should consider names for the Participatory Governance Model Task Force. Completion Date: September 16, 2021.

3. College Council members should consider names for the Enrollment, Student Success with Equity Task Force. Completion Date: September 16, 2021.

4. Mike Barrett will send email reminders encouraging classified participation with the Climate Survey Task Force. Completion Date: September 2021.

5. Mia Guzman and Mike Campbell will discuss the interest of E-Sports at Cerro Coso with their committees and report to College Council. Completion Date: September 16, 2021.

13. Future Agenda Items

13.1 Call to Action Presentation – Heather Ostash & Julie Cornett

Equity is a large piece of the Strategic Plan so this will be discussed during the task form meetings.

13.2 E-Sports Update – Future Item – It was requested that SGCC and TRT

discuss the future of E-sports during their meetings and report back to College Council what the interest may be.

Action Item: Mia Guzman and Mike Campbell will discuss the interest of E-Sports at Cerro Coso with their committees and report to College Council.



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Completion Date: September 16, 2021.

13.3 Banner 9 Baseline Software & Late Add Process – A task force will be called together shortly to review data and begin the process.

14. Future Meeting Dates

September 2, 2021	February 3, 2022
September 16, 2021	February 17, 2022
October 7, 2021	March 3, 2022
October 21, 2021	March 17, 2022
November 4, 2021	April 7, 2022
December 2, 2021	April 21, 2022
	May 2, 2022 (Monday mtg – BOT at CC)

15. Adjournment – 4:05pm

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

DRAFT



College Council Constituents Survey

A SUMMARY REPORT OF THE METHODOLOGY AND RESULTS

(SPRING 2021 SURVEY)

Presentation to:
College Council on 9/2/2021

Presented by:
John Elder, Institutional Research Analyst
Ryan Khamkongsay, Director of Institutional Research

OVERVIEW

Purpose of College Council

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.

Purpose of College Council Constituent Survey:

- To evaluate the effectiveness of the council's reach during that AY
- Monitor progress and areas for improvement

Survey Sampling Methodology

What changed from the previous survey administered in 2019*? – Nothing!

- Continued using a stratified random sampling protocol
- 5-point Likert scale format, with responses ranging from ‘strongly agree’ to ‘strongly disagree’; with a ‘neutral’ and a ‘N/A’ option

How does this affect our survey-takers and the results?

- Decreases survey-taking fatigue
- Provides a statistical significance to the data that can be compared to future surveys
- Gives a wider breadth of response options allowing for different insights to the data

**Due to the COVID-19 pandemic, no College Council Surveys were administered in Spring-20.*

Background of Study

CC Employees included in this randomized study:

- Staff actively employed in SPR-2021 (excluding Council members, and professional expert classifications)
- Faculty Adjuncts were placed in their own sample group
- Staff were chosen through a randomized sampling procedure
- Randomized sample was stratified to select a proportionate number of Managers, Full-time Faculty, Classified staff based off the total number per group and as a whole
- Data available for three academic years (3-year Comparative Analysis)

Background of Study (cont.)

CC Employees included in this randomized study:

CC Employees Sampled (SPR-19):	CC Employees Sampled (SPR-21):
Total Sampled (n=99) Classified Staff (n=52) Full-Time Faculty (n=35) Managers (12) Confidence Level of 99% Margin of Error: 6%	Total Sampled (n=100) Classified Staff (n=49) Full-Time Faculty (n=41) Managers (10) Confidence Level of 95% Margin of Error: 6%

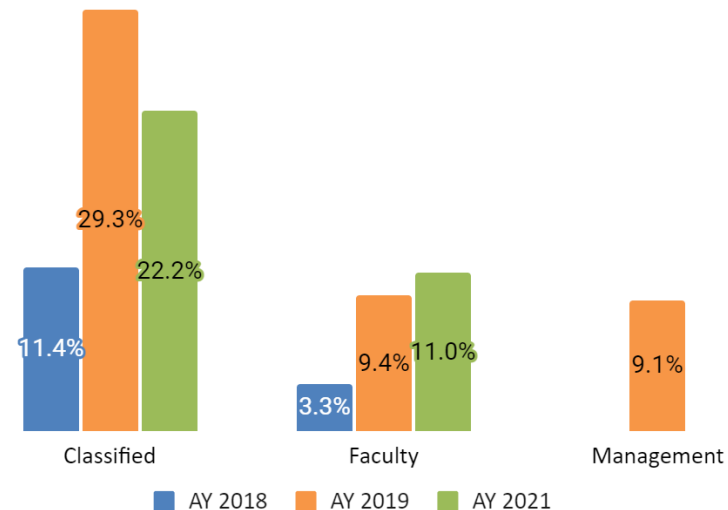
- Both the SPR-19 and SPR-21 surveys yielded a very strong and reliable confidence level and low margin of error.
- The data is representative of our constituents

Analysis of Survey Responses

Q.4: Please indicate which areas you believe College Council is a recommending body to the president

Q4-K. I just don't understand the role of College Council.

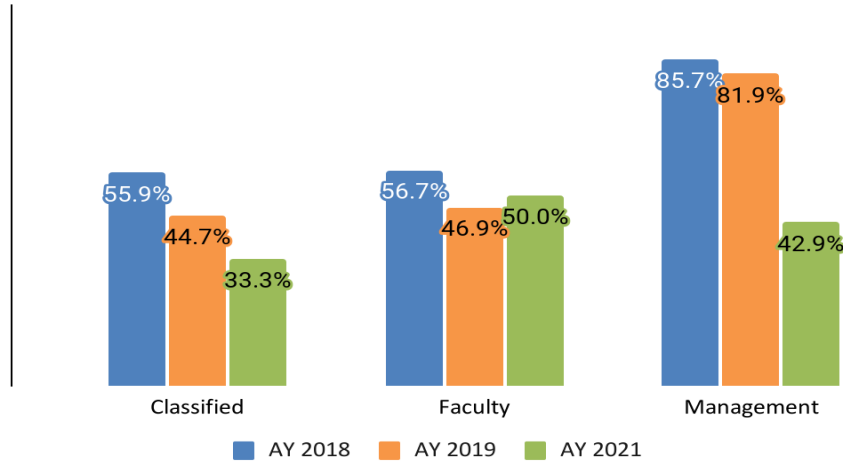
Q4-K. I just don't understand the role of College Council.



Analysis of Survey Responses

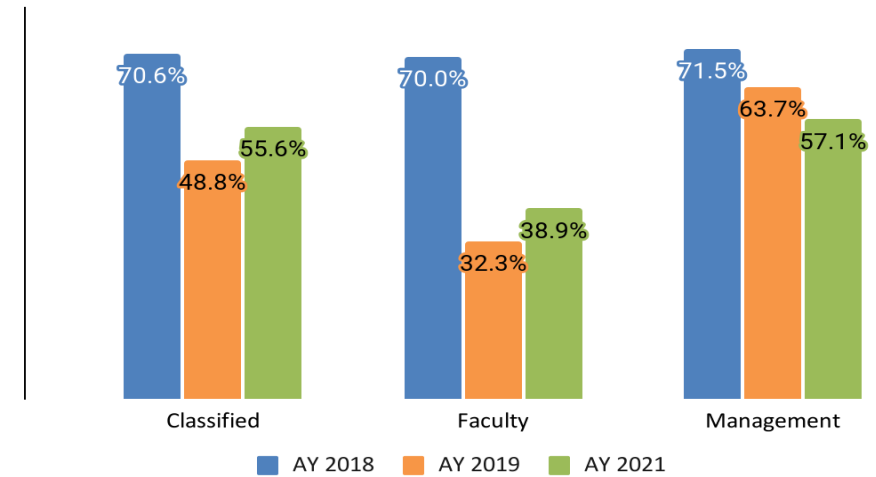
Question 5 & 6

Q5. I know when and where College Council meets.



Q5. I know when and where College Council meets.	AY2018	AY2019	AY2021	AY19-AY21 Change
Classified	55.9%	44.7%	33.3%	-11.4%
Faculty	56.7%	46.9%	50.0%	3.1%
Management	85.7%	81.9%	42.9%	-39.0%
All Constituents	58.9%	39.0%	32.4%	-6.6%

Q6. I know where to find College Council minutes and agendas.

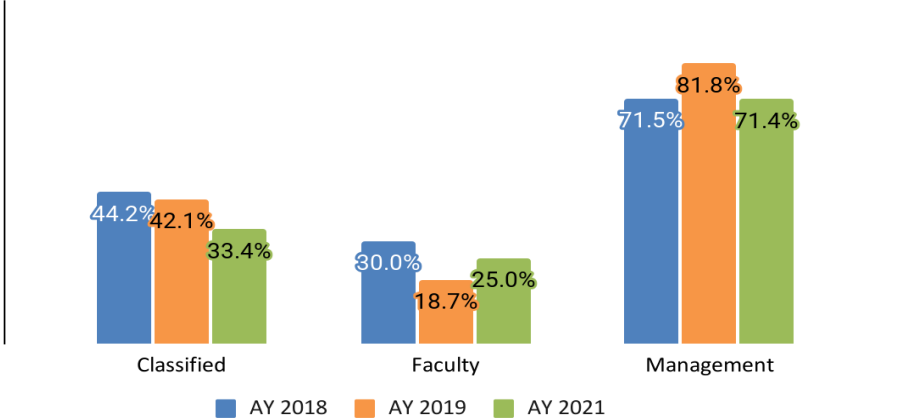


Q6. I know where to find College Council minutes and agendas.	AY2018	AY2019	AY2021	AY19-AY21 Change
Classified	70.6%	48.8%	55.6%	6.8%
Faculty	70.0%	32.3%	38.9%	6.6%
Management	71.5%	63.7%	57.1%	-6.6%
All Constituents	69.8%	36.7%	39.4%	2.7%

Analysis of Survey Responses

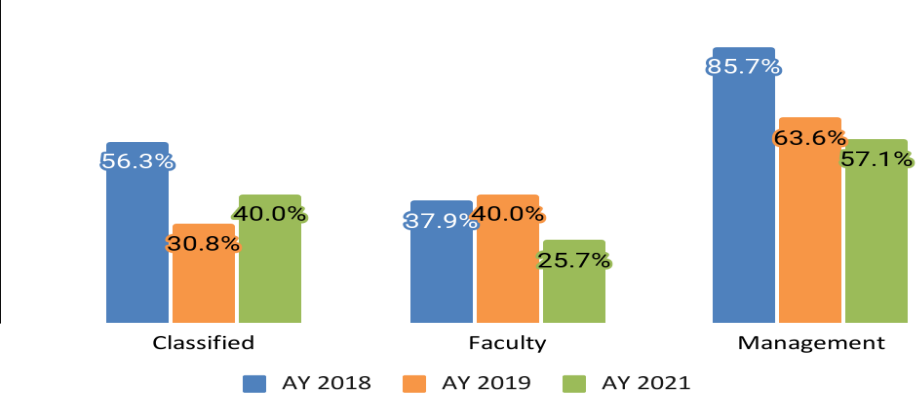
Questions 7 & 8

Q7. I am adequately informed of College Council issues being discussed.



Q7. I am adequately informed of College Council issues being discussed.	AY2018	AY2019	AY2021	AY19-AY21 Change
Classified	44.2%	42.1%	33.4%	-8.7%
Faculty	30.0%	18.7%	25.0%	6.3%
Management	71.5%	81.8%	71.4%	-10.4%
All Constituents	41.1%	29.2%	27.1%	-2.1%

Q8. I feel there is a structured way for me to provide input into College Council discussions and recommendations.

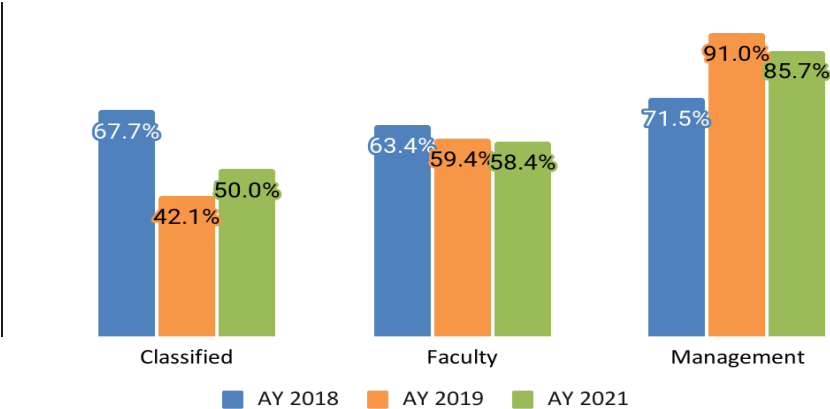


Q8. I feel there is a structured way for me to provide input into College Council discussions and recommendations.	AY2018	AY2019	AY2021	AY19-AY21 Change
Classified	56.3%	30.8%	40.0%	9.2%
Faculty	37.9%	40.0%	25.7%	-14.3%
Management	85.7%	63.6%	57.1%	-6.5%
All Constituents	51.4%	32.7%	29.2%	-3.5%

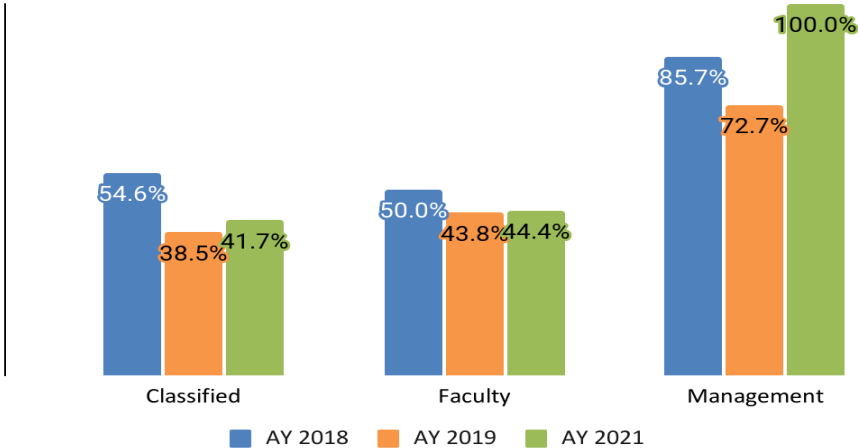
Analysis of Survey Responses

Questions 9 & 10

Q9. I understand College Council's place in the overall participatory governance structure.



Q10. I know who my College Council representatives are.



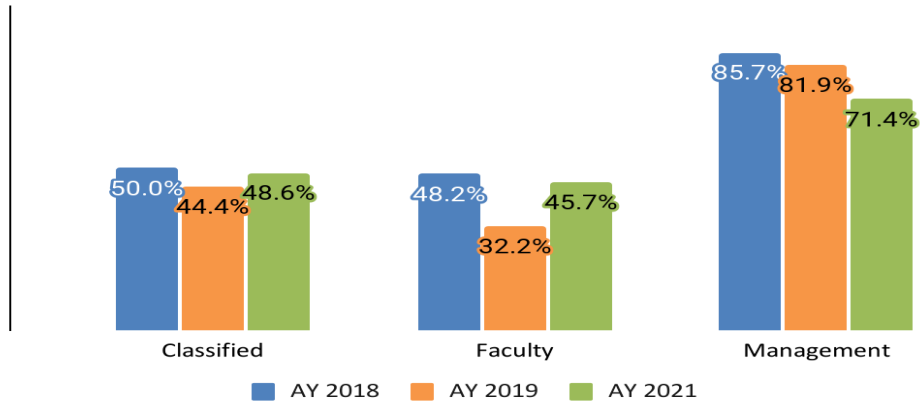
Q9. I understand College Council's place in the overall participatory governance structure.	AY2018	AY2019	AY2021	AY19-AY21 Change
Classified	67.7%	42.1%	50.0%	7.9%
Faculty	63.4%	59.4%	58.4%	-1.0%
Management	71.5%	91.0%	85.7%	-5.3%
All Constituents	67.1%	45.2%	49.1%	3.9%

Q10. I know who my College Council representatives are.	AY2018	AY2019	AY2021	AY19-AY21 Change
Classified	54.6%	38.5%	41.7%	3.2%
Faculty	50.0%	43.8%	44.4%	0.6%
Management	85.7%	72.7%	100.0%	27.3%
All Constituents	57.0%	32.8%	36.1%	3.3%

Analysis of Survey Responses

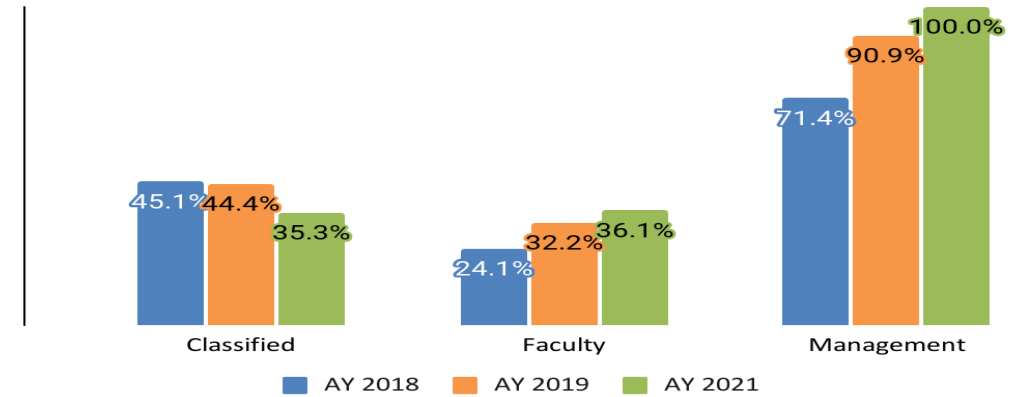
Questions 11 & 12

Q11. My representatives gather input from College Council to report back.



Q11. My representatives gather input from College Council to report back.	AY2018	AY2019	AY2021	AY19-AY21 Change
Classified	50.0%	44.4%	48.6%	4.2%
Faculty	48.2%	32.2%	45.7%	13.5%
Management	85.7%	81.9%	71.4%	-10.5%
All Constituents	52.9%	38.9%	41.0%	2.1%

Q12. My representatives regularly report out on College Council activities.

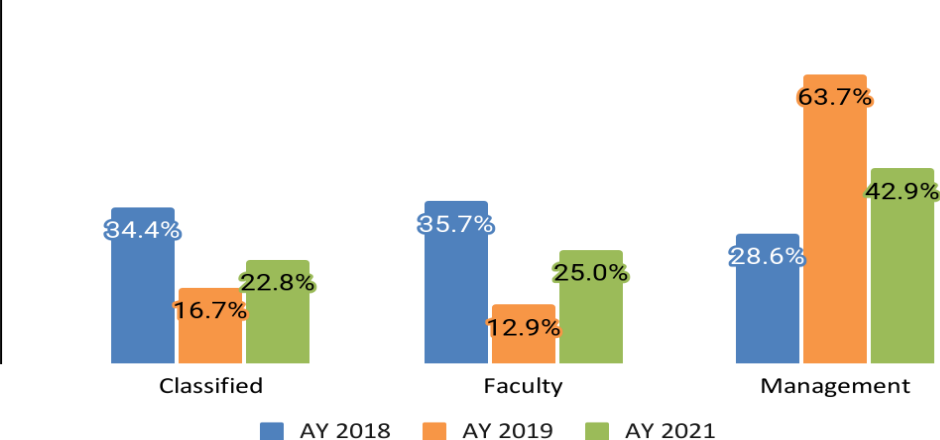


Q12. My representatives regularly report out on College Council activities.	AY2018	AY2019	AY2021	AY19-AY21 Change
Classified	45.1%	44.4%	35.3%	-9.1%
Faculty	24.1%	32.2%	36.1%	3.9%
Management	71.4%	90.9%	100.0%	9.1%
All Constituents	39.1%	37.0%	34.3%	-2.7%

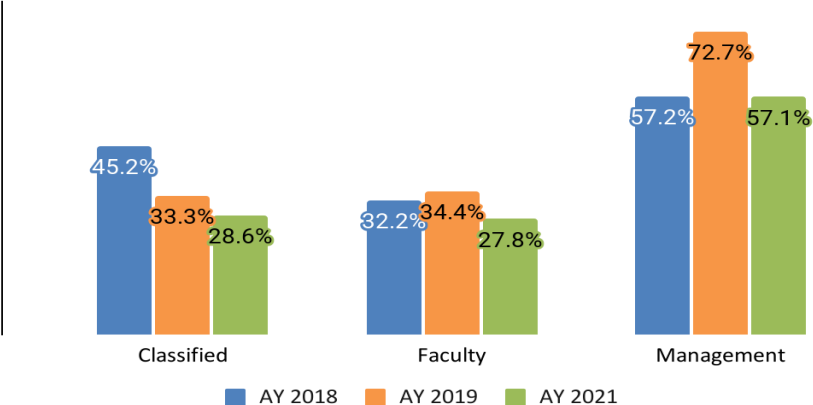
Analysis of Survey Responses

Questions 13 & 14

Q13. My representatives gather input from myself and other constituents through a formal, clearly defined process.



Q14. My representatives adequately represent the concerns of my constituent group.



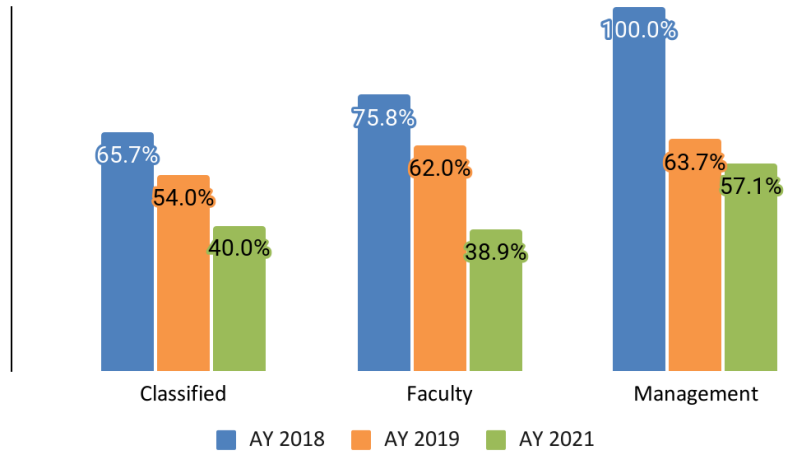
Q13. My representatives gather input from myself and other constituents through a formal, clearly defined process.	AY2018	AY2019	AY2021	AY19-AY21 Change
Classified	34.4%	16.7%	22.8%	6.1%
Faculty	35.7%	12.9%	25.0%	12.1%
Management	28.6%	63.7%	42.9%	-20.8%
All Constituents	34.8%	16.5%	19.8%	3.3%

Q14. My representatives adequately represent the concerns of my constituent group.	AY2018	AY2019	AY2021	AY19-AY21 Change
Classified	45.2%	33.3%	28.6%	-4.7%
Faculty	32.2%	34.4%	27.8%	-6.6%
Management	57.2%	72.7%	57.1%	-15.6%
All Constituents	42.7%	33.7%	25.7%	-8.0%

Analysis of Survey Responses

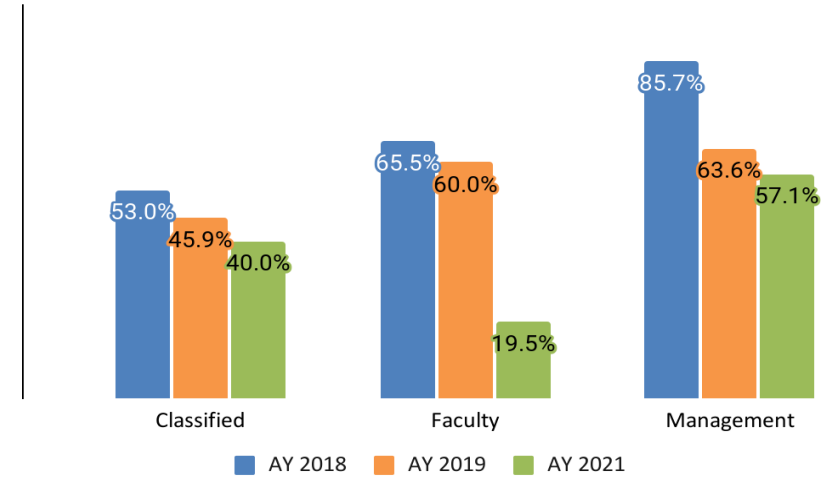
Questions 15 & 16

Q15. College Council is meaningfully involved in the work of the college.



Q15. College Council is meaningfully involved in the work of the college.	AY2018	AY2019	AY2021	AY19-AY21 Change
Classified	65.7%	54.0%	40.0%	-14.0%
Faculty	75.8%	62.0%	38.9%	-23.1%
Management	100.0%	63.7%	57.1%	-6.6%
All Constituents	74.0%	54.7%	35.9%	-18.8%

Q16. College Council is an effective participatory governance body.



Q16. College Council is an effective participatory governance body.	AY2018	AY2019	AY2021	AY19-AY21 Change
Classified	53.0%	45.9%	40.0%	-5.9%
Faculty	65.5%	60.0%	19.5%	-40.5%
Management	85.7%	63.6%	57.1%	-6.5%
All Constituents	62.5%	51.0%	30.9%	-20.1%

Questions?

Summary Report of SPR-21 Responses

This SurveyMonkey summary report disaggregated by the 3 primary employee groups can be found here:

<https://www.surveymonkey.com/results/SM-LXP9M3BD9/>

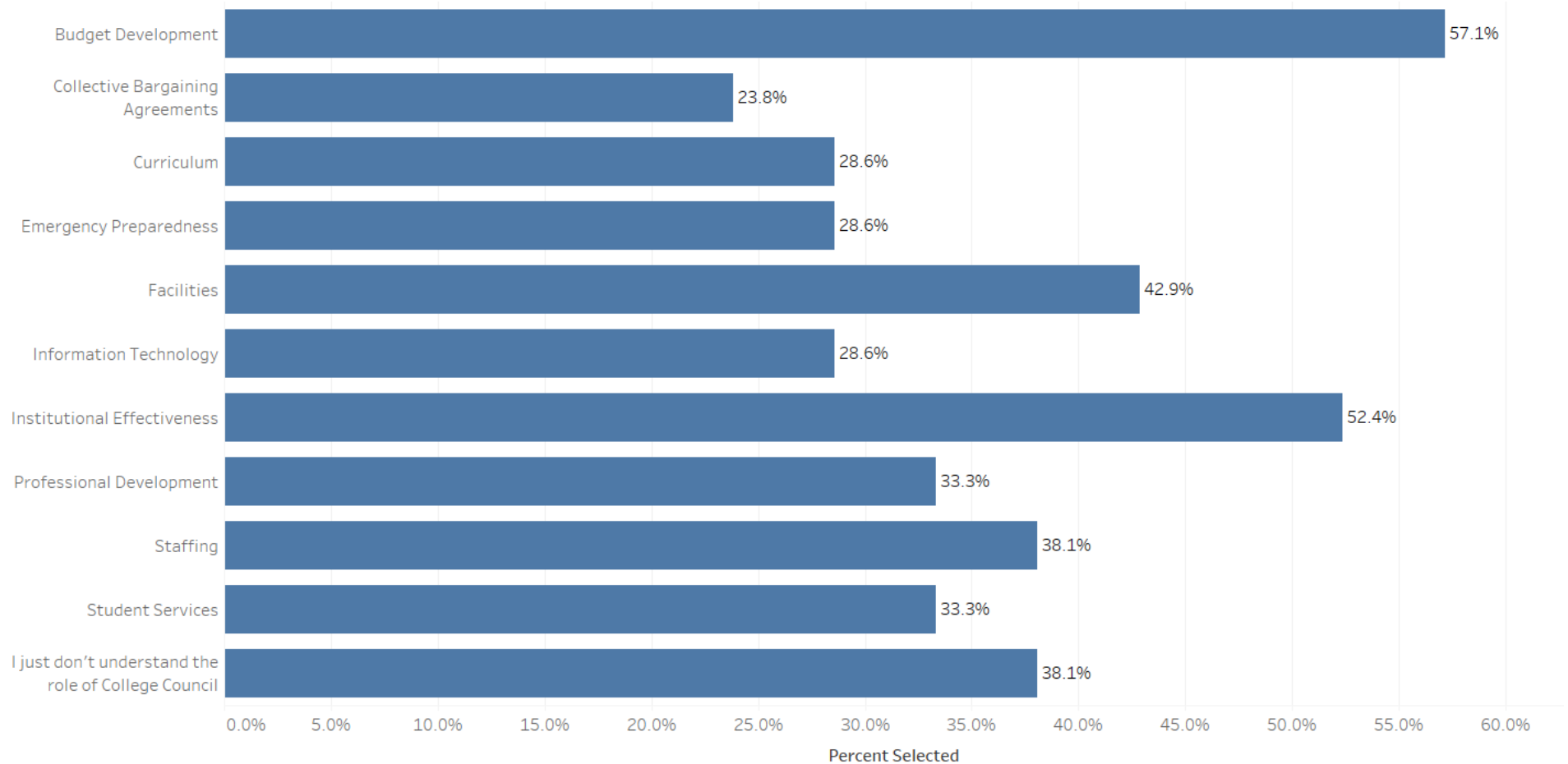
Sample 2024 Survey Results

College Council Constituent Survey Spring 2024 – Basic Results

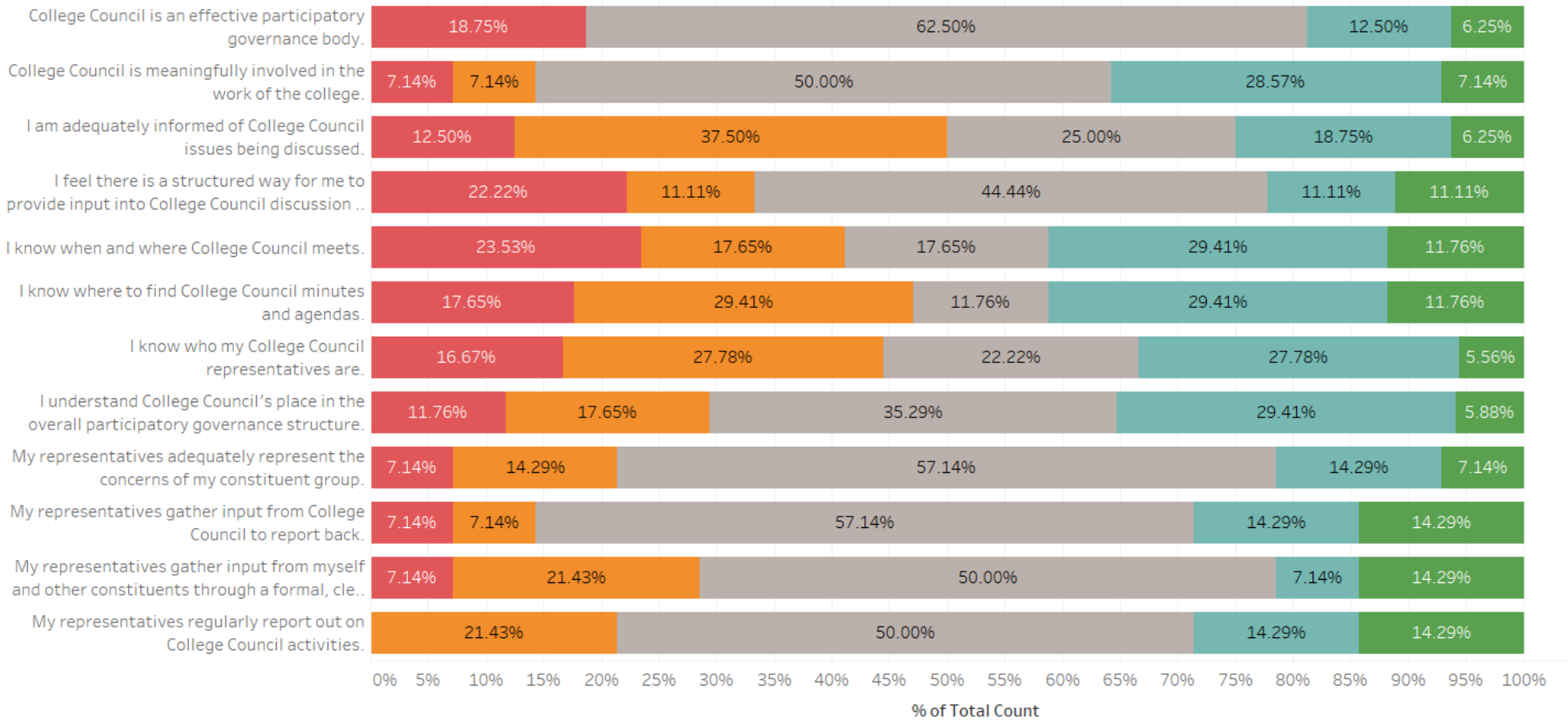
College Council Constituent Survey Results

Please indicate which areas you believe College Council is a recommending body to the president. (Select all that apply.)

Please indicate which areas ..



Level of Agreement



- Strongly agree
- Agree
- Neutral
- Disagree
- Strongly disagree

Comments

I am not really familiar with the governing council. I would love to learn more.

I am not too familiar with college council as far as how often they meet and the updates that come back. I don't know who is apart of college council is and who my rep is.

I apologize for all the "Neutral" replies, I just simply have not had the focus on governance and administration that I know I eventually will as a full-time faculty! It's still my first year as a full-time instructor.

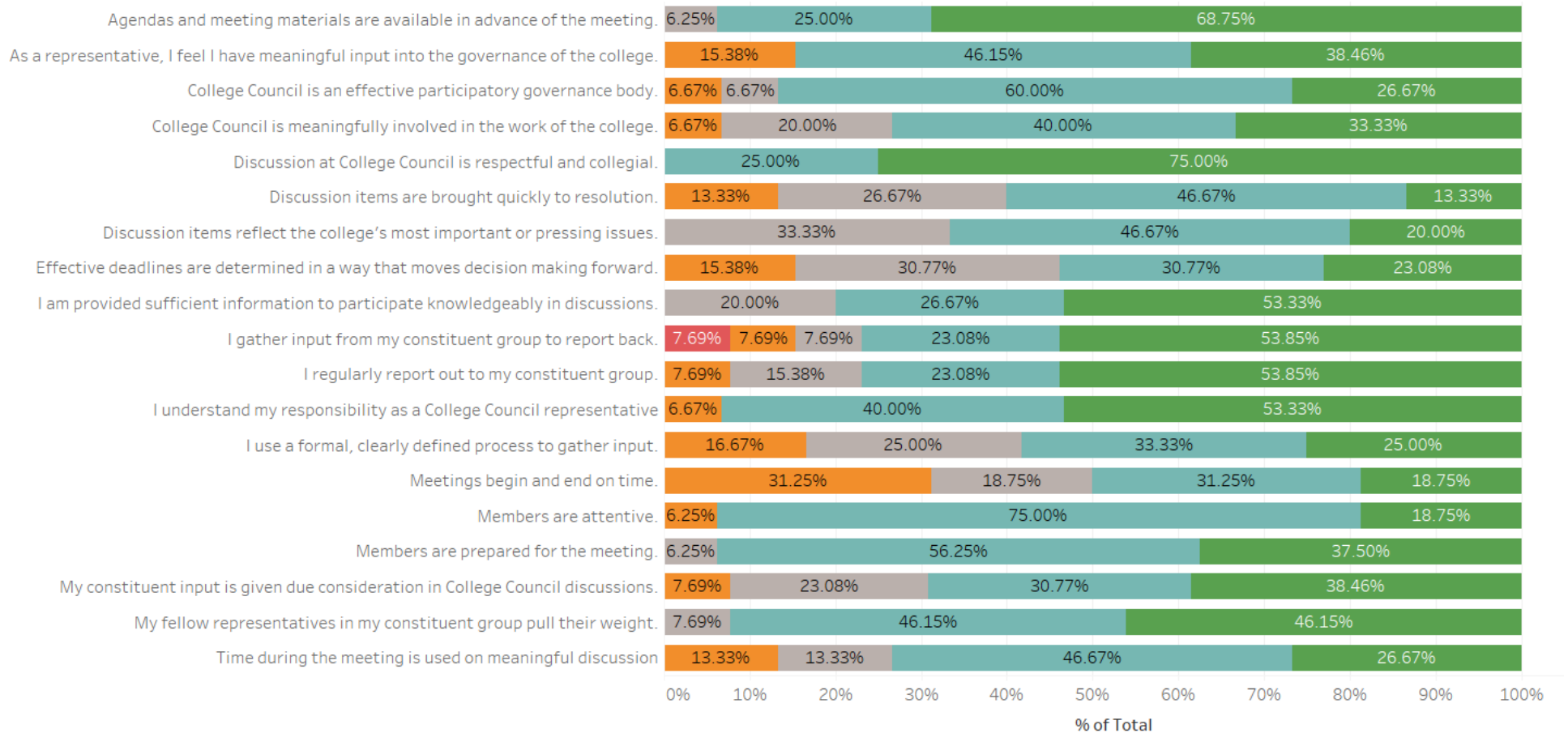
I believe the structure and intent of College Council is important to participatory governance, however, the way in which it currently functions is an exercise of compliance. I do not see the current process as being effective.

I ma in my first year with Cerro Coso and I've not had any interaction with the college council group. Participatory government is a sham on our college. The new president is trying to bring credibility back but more than 10 years of suppression and intimidation have made faculty and classifies unwilling to engage again.

Whenever I experience an M&O failure or suffer an administrative transgression, I justifiably complain. For doing so, I get punished. My nemeses serve on the College Council committee. I do not see this committee's value.

College Council Member Self-Reflection Spring 2024 – Basic Results

Summary of Results



- Pivot Field Values**
- Strongly agree
 - Somewhat agree
 - Neutral
 - Somewhat disagree
 - Strongly disagree

Comments from Self-Reflection

Accomplishments

College Council has accomplished having members from all stakeholder groups represented at meetings.

Conversations about the enrollment task force started in college council. Also, explanations about hiring decisions and annual planning documents are well covered in college council.

During my time in college council, the most important accomplishments for me was the CFIT Committee on food on campus, returning back the pool table, and action taken regarding the road up to the IWV campus.

I couldn't tell you a specific accomplishment. I can't remember a single vote this term.

If College Council's job is to move forward on approving or recommending items, there is no voting, no formal way to track "accomplishments".

Not sure of accomplishments, though some of the discussions of late surrounding whether the meeting should be open or closed to spectators has been seemingly productive.

Not sure that the purpose of College Council is to achieve anything. Information was disseminated and attendees had the opportunity to give input. Purpose accomplished.

One accomplishment that College Council fulfills is the objective of providing a platform for information sharing and notifications that impact all staff, faculty, and students.

The college council has completed its annual planning cycle. Additionally, the college council has accepted a new Facilities Master Plan.

Timely review of AUPs and other required presentations/discussions. Increased communication on many issues such as budget, hiring, legislative updates, etc.

Ways to Improve

A continuing trend is transparency and communication. Although I believe steps have been taken to address these issues, there is still work to be done. Information is not making its way back to a majority of individuals.

A higher degree of transparency college-wide (though some of that would fall to the constituency representatives) and some level of training/orientation for any new member that joins.

capture information that needs to be reported out to the various constituent groups.

I've observed that discussions about college positions (such as new roles, existing position changes, and reclassifications) occur within the College Council, while others do not. A potential area for improvement lies in ensuring consistency. If this practice is to become standard, it should be uniformly applied to all positions or position changes within the college.

In the coming year, the Participatory Governance Model Task Force will complete its task, which I believe will improve the decision making process, communication, and transparency here at Cerro Coso.

Limit reporting on days that other, more pressing issues are up for discussion to ensure that meetings end on time.

Perhaps working on including students in the committees if possible perhaps a stipend or a student worker.

When people are briefing Unit/section/division plans, give them a specific time and cut them off if they cannot stay within it. Most people ramble forever, and other business is not completed.