Kern Community College District
District Consultation Council
Unapproved Summary
January 26, 2016

ITEM	DISCUSSION	RECOMMENDATION/ FOLLOW-UP	O	C
1. Agenda	Meeting called to order by facilitator, Tom Burke at 1: 07 p.m.	Chancellor Serrano moved up item 7a to be discussed first.		
2. Approval of Summary	Review of December 1, 2015 minutes	Correct year typo on December's item, 4B in the minutes. Also state language to item 5F; deleting examples of bullying. Minutes are approved with corrections.		X
3. Human Resources	A. No Report	A. Vice Chancellor Ali reported (2) outstanding positions at Bakersfield College; (5) filled to include: Counseling, MIH, Engineering, Fire Tech, and Nursing. He also reported: • Job fair in San Francisco had a great turnout; upcoming fair in Los Angeles January 30th through the 31st - invitation out to Cerro Coso Community College and Porterville college for HR participation. • Advertising resources available for diversity publishing and advertising for open faculty positons. Wrap up by March for offers- looking for well qualified applicants. • Mandatory management sexual harassment training – upcoming at all campuses; certified by LCW. Also for some classified and faculty employees by discipline per CSEA and CCA contract agreements. B. FRISK – A leadership Training Series that provides communication framework for remediating performance problems and developing proper documentation when discipline is necessary. A date to be set for March on the documentation piece, then an advanced training session six months later for the disciplinary part. C. The Districtwide Diversity/EEO Committee has met a couple of times to discuss the employment process and strengthening membership. • IEPI - district why institutional ineffectiveness diversity workshop - 18 appointees will attend this training; HR will pay for workshop this year. Chancellor Serrano asked if there is labor market report data available to reflect the diverse hiring pool. Vice Chancellor Ali - not through the state Chancellor's office; may have to find this information online through varies sites- CSEA side would be available, harder to find for CCA. KCCD HR is currently tracking applicants' data. **ACTION: look for online data to show diversity in the hiring pools by area for faculty; establishing baseline is the committee's charge.**		X

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4. Business Services	A. Governor's Proposed Budget for 2016-17	A. CFO reported a summary of the Governor's 2016-17 Proposed Budget. Some of the information reported was: - eye to the future - increase rainy day fund, possible moderate recession in the future, not for 2016 – 17 - markets are 3 ½ percent by December; no capital gains right now - This budget is light on unrestricted growth; growth across the state, grinding down. Los Angeles is growing, as well as Kern Community College District, but a minority in that scope. - Push for full time faculty for 75/25; move towards base. - Some pressure on deferred maintenance. - Sizable STRS & PERS funding. - CTE - categorical, not 50% law. - December 31st 2016 proposition 30 funds go away, 17 million in funding. Property tax in oil? KCCD is one of the 64 districts that are impacted; property tax goes down - state apportionment goes up, we only have about 1%. - Final 2014-15 revenue in February will affect Bakersfield College. Second BAM meeting scheduled for January 29th 2016. Vice Chancellor Ali reported that other districts are also struggling with new staffing per administrators who attended the same meeting with CFO Burke for ACBO and ACCCA. Concerns about matriculation since the 2010-11 with drop in revenues. Chancellor Serrano added that the McCallum group provides advocacy year round for KCCD. STRS & PERS will have to be addressed in the base. *(see handout)*	X	
	B. AP 3C3A9B) & 3C3(a)(b) – Claim for Travel	B. Deferred – Accounting Managers are going back through the vetting process after feedback is received from all three colleges.		
	C. AP 3C1(a) & 3C1(b) – Student Travel	C. Deferred– Accounting Managers are going back through the vetting process after feedback is received from all three colleges.		

5. Educational Services	A. DRAFT BP 4A4 Prerequisites
	B. DRAFT BP 4B8 Independent Study
	C. DRAFT BP 4F7 Student Finances
	
	D. DRAFT BP 4F10 Student Complaints
	
	E. DRAFT BP 4K (4J) Sexual Assault on Campus
	
	F. DRAFT AP 4F10 Student Complaints
	
	G. DRAFT AP 4K (4J) Sexual Assault on Campus
	
	H. DRAFT AP 4A4 Prerequisites
	I. DRAFT BP 4F8 Student Conduct
		A. **ACTION: First reading at the February Board meeting.**
		B. **ACTION: First reading at the February Board meeting.**
		C. **ACTION: First reading at the February Board meeting after correction.**
		D. **ACTION: First reading at the February Board meeting.**
		
		E. **ACTION: First reading at the February Board meeting.**
		
		F. AP 4F10- 2nd reading; correction on:
		  • pg:2- Level 1 (a) "immediate supervisor" is not well defined; revisit
		  • pg.3- "all staff members" changed to "all parties named in the complaint"
		  • pg.5- delete the opener "therefore" and replace with "The".
		ACTION: Add to February Consultation Council agenda.
		
		G. AP 4K- 2nd reading; Consult with General Counsel and Director of Risk Assessment before moving forward. Remove CCLC reference numbering.
		ACTION: Add to February Consultation Council agenda.
		
		H. **ACTION: First reading at the February Board meeting.**
		I. **ACTION: First reading at the February Board meeting after correction to removing CCLC recommended language and keeping KCCD language highlighted in green.**
			X	

6. Constituency Issues	A. No Report			
7. Chancellor Report	A. Decision Making Flow Chart and Process	A. Chancellor Serrano presented a draft Decision Making flow chart, reflecting the combined efforts of previously submitted drafts. All Consultation Council members present agreed on this final draft and will get feedback from their constituency groups. **ACTION: Add to February agenda** The Chancellor also introduced a separate draft document to show the District and college processes for decision making within the Kern Community College District. This chart shows what goes into the process of decisions being made and its cycle. This speaks to the intuitional effectiveness both on the college campuses as well as the District Office. Consultation Council members present agreed to get feedback from their constituency groups prior to the February Consultation meeting to determine if this would be a useful tool in addition to the draft Decision Making flow chart. **ACTION: Add to February agenda** Chancellor Serrano encouraged the Council to attend the upcoming pathways summit at Bakersfield College that will be co-hosted by Butte College February 19th.	X	
8. Future meeting items	A. Decision Making Flow Chart & Process Chart B. AP 4F10 C. AP 4K			
9. Adjournment	Meeting adjourned at 2:59 p.m.			

PRESENT:
Sandra Serrano, Chancellor
Betty Inclan, Interim Vice Chancellor, Educational Services
Jill Board, President, Cerro Coso Community College
Kathy Freeman, CCA President, Bakersfield College
Rosa Carlson, President, Porterville College **(via video conference)**
Sonya Christian, President, Bakersfield College
Steven Holmes, Academic Senate President, Bakersfield College
Stewart Hathaway, Senate President, Porterville College **(via video conference)**
Sue Vaughn, Management Association, Bakersfield College
Tina Johnson, CSEA Representative, Bakersfield
Tom Burke, CFO, District Office
Abe Ali, Vice Chancellor, Human Resources
Laura Vasquez, Academic Senate President, Cerro Coso
Danielle Hillard, Executive Assistant, Chancellor's Office (scribe)

ABSENT:
Vern Butler, CSEA Representative, Porterville
Clayton Fowler, SGA Representative, Bakersfield College
Giovanni Ruiz, SGA Representative, Porterville College
Kurtis Williams, SGA Representative, Cerro Coso Community College
Julianne Maikai, CSEA Representative, Cerro Coso Community College

O: Open C: Closed