

Kern Community College District
 District Consultation Council
 Unapproved Summary
 January 28, 2014

ITEM	DISCUSSION	RECOMMENDATION/ FOLLOW-UP	O	C
1. Agenda	The meeting was called to order at 1:08 p.m. Sandra Serrano served as the meeting facilitator, Buzz Piersol served as timekeeper, and Jill Board was assigned the role of gatekeeper.			X
2. Approval of Summary	The meeting summary for November 26, 2013 was deferred to January meeting.	<p>Some corrections were made to 12/9/13 and 11/26/13 meetings:</p> <ul style="list-style-type: none"> • 12/9/13- Tom Burke did present the BAM • 11/26/13- Sue Vaughn was absent • 11/26/13- Laura Vasquez was present • 4B3- correction to council comments; delete President Christian's name 		X
3. Chancellor's Report	A. <i>No Report</i>			
4. Constituency Issues	A. <i>Affordable Care Act (ACA)</i>	<p>Nathan Mayer, Bakersfield College SGA General Counsel, addressed the Council on behalf of the sitting SGA President, Shelby Sward. Nathan spoke to the ACA regulations as it pertains to student work hours on campus. Mr. Mayer requested that the Consultation Council executives compromise on the 19 hours' work week and allow for 25 hours work week to stay under the 30 hours' work week for students.</p> <p>Sue Vaughn stated that the limit on the hours worked by students would have a huge impact on Bakersfield College's campus.</p> <p>Chancellor Serrano thanked everyone for their feedback on the ACA update as it relates to board policy changes in 11C5. The Chancellor also informed the Council that KCCD will re-evaluate this topic in a year, after we have had an opportunity to see where the federal ACA compliance requirement takes us as a district.</p>		
5. Educational Services	A. 4B3 – <i>Distance Education</i>	<p>Assoc. Vice Chancellor John Means and General Counsel Chris Hine have determined that 4B3 Distance Ed states "shall" will be the language this new procedure on communication by faculty members with students how are enrolled in online and hybrid courses. General Counsel stated that the procedure did not have to be negotiated, just the effects of the procedures. General Counsel and Human Resources will be in contact with CCA about this procedure.</p> <p>ACTION: Move to Board of Trustees meeting for February 2014.</p>		X

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6. Operations	<i>A. No Report</i>			
7. General Counsel	<i>A. Tobacco-Free Campus Initiative</i>	<p>General Counsel, Chris Hine introduced draft language for board policy 3B1G, Smoke & Tobacco Free campus and board procedure 3B1G.</p> <p>The policy would call for a ban on smoking, including tobacco and non-tobacco vapor products from all district properties, facilities and operations.</p> <p>The procedure covers:</p> <ul style="list-style-type: none"> • the ban of tobacco and non-tobacco products from sponsored events and activities • the district making available a referral list of smoking cessation programs • signage prohibiting smoking • procedures for handling non-compliant faculty, staff and students and members of the public <p>Questions arose on how to enforce a smoke-free campus; ticketing violators? Write-ups?</p> <p>Bakersfield College SGA rep Nathan Mayer stated that the students who were polled at their campus were only polled for a smoke-free campus; not tobacco-free.</p> <p>Some members of the Council would be okay with designated smoke areas so that employees and students aren't in harm's way by going to the edge of campus to smoke.</p> <p>Chancellor Serrano shared that there will be a board development session to allow the board an opportunity to hear all of the concerns and suggestions to make our campuses a healthier learning environment.</p> <p>There was talk of a district-wide policy, but Porterville College and Cerro Coso Community College have not had the opportunity to vet this subject through their constituency groups. This will need further conversation between faculty, staff and students.</p>	X	
8. Human Resources	<i>B. EEO Plan</i>	<p>This EEO Plan was reviewed by the Council. Vice Chancellor Ali shared the history of the plan with the Council and how recent governmental changes have shaped the current proposed EEO Plan.</p>		X

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	<p data-bbox="289 1312 604 1339"><i>C. Board Policy 11D & 11D4A</i></p>	<p data-bbox="849 155 1398 279">Mr. Ali has spoken with management at all three campuses to share how the plan works; this plan is to set a baseline to move the district forward with compliance. The new regulations states:</p> <ul data-bbox="898 317 1398 573" style="list-style-type: none"> <li data-bbox="898 317 1317 441">• You cannot use the demographics breakdown to hire in a particular position in an approved pool of candidates; it would be a violation. <li data-bbox="898 449 1398 573">• You can prior to the selection of the pool, use the demographic data breakdown to see if your pool of candidates reflects the diversity that is addressed in the plan. <p data-bbox="849 611 1398 701">Vice Chancellor Ali reiterated that the only changes from the original draft were due to Title V regulations and legal requirements.</p> <p data-bbox="849 739 1398 863">Cornelio Rodriguez, Academic senate President for Bakersfield College suggested that in the plan on page 53, Analysis of Applicant Pool, needs percentages instead of just raw numbers.</p> <p data-bbox="849 900 1398 1056">Mr. Ali stated that he will re-enforce this process on the college campuses of selecting a diverse pool of candidates when looking to hire and also address some of the barriers; like advertising in the right places.</p> <p data-bbox="849 1129 1360 1186">ACTION: Move to Board of Trustees meeting in February 2014 after some minor corrections.</p> <p data-bbox="849 1289 1360 1346">ACTION: Move to Board of Trustees meeting in February 2014 after some minor corrections.</p>		
9. Business Services	<p data-bbox="289 1430 760 1486"><i>A. Board Policy 3B1G Suggested Language (DRAFT)</i></p> <p data-bbox="289 1556 496 1583"><i>B. Budget Update</i></p>	<p data-bbox="849 1430 1354 1486">ACTION: General Counsel will look over the policies suggested for a Tobacco Free campus.</p> <p data-bbox="849 1556 1360 1646">CFO, Tom Burke shared the 2014-15 Governors' Budget update with the Council. The topics covered were:</p> <ul data-bbox="898 1654 1338 1850" style="list-style-type: none"> <li data-bbox="898 1654 1117 1682">• State Resources <li data-bbox="898 1690 1162 1717">• Education highlights <li data-bbox="898 1726 1338 1782">• Chief budget highlights pertaining to Community Colleges <li data-bbox="898 1791 1024 1818">• CalSTRS <li data-bbox="898 1827 1235 1854">• Constitutional Amendment <p data-bbox="849 1883 1122 1911">(See handout for details)</p>	X	X

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	C. Board Policy 3A- Fiscal	<p>Same questions were raised on the 17% increase from 5% on the fund reserves. Some of the Council believes the unallocated district-wide unrestricted general fund reserves should stay in line with the state's percentage recommendation. Mr. Burke explained that the 17% is roughly two months' worth of operation funds and that this is what is recommended and in practice with most businesses.</p> <p>Mr. Burke shared that current district-wide reserves are at 10-11% and added into this part of the board policy under 3A1A7 for the build-up to 17%.</p> <p>Council members, Matt Crow and Sue Vaughn had some concerns about the policy stating 17%; affecting the buy-in from faculty and the public. Tom clarified that the monies at 17% are one-time monies; once is gone, it's gone.</p> <p>Tina Johnson, CSEA President asked if the budget can still be managed without the 17%. Sonya shared that it was suggested by the board to have a minimum set for the college reserves as well; Chancellor Serrano stated that there is a discussion being had about a college reserves minimum.</p> <p>Under 3A9A2- Tom Burke address a question to explain "indirectly" as it relates to policy on profit being made on selling course materials by faculty, staff and students.</p>		
10. Next Meeting	The next Consultation Council meeting is scheduled for February 25, 2014.	ACTION Add: Board Policy 4D1F – Graduation Requirements to the agenda.		
11. Adjournment	The meeting adjourned at 4:06 p.m.			

PRESENT:

Abe Ali, Vice Chancellor, HR, District Office
Sonya Christian, President, Bakersfield College
Jill Board, President, Cerro Coso Community College
Tom Burke, CFO, District Office
Rosa Carlson, President, Porterville College (video)
Matthew Crow, CCA President, Cerro Coso Community College (video)
Tina Johnson, CSEA President, Bakersfield College
Cornelio Rodriguez, Academic Senate President, Bakersfield College
Sandra Serrano, Chancellor, District Office
Buzz Piersol, Senate President, Porterville College
John Means, Associate Vice Chancellor, Educational Services
Tiffany Haynes, CSEA Representative, Porterville College (video)
Chris Hine, General Counsel
Danielle Hillard, Executive Assistant, Chancellor's Office (scribe)
Nathan Mayer, SGA Representative, Bakersfield College
Laura Vasquez, Academic Senate President, Cerro Coso Community College
Michael Barrett, CSEA Representative, Cerro Coso Community College (video)

ABSENT:

SGA Representative, Cerro Coso Community College

SGA Representative, Porterville College

O: Open C: Closed