

Kern Community College District
District Consultation Council
Unapproved Summary
May 26, 2015

ITEM	DISCUSSION	RECOMMENDATION/ FOLLOW-UP	O	C
1. Agenda	Meeting called to order by facilitator, Tom Burke at 1303.			
2. Approval of Summary	Summary of April 28th – Not reviewed.			
3. Human Resources	A. HR Program Review – Cerro Coso Report B. 4x10 schedule	<p>A. Resa Hess described the methodology used to develop and implement the Cerro Coso Program Review and specifically how the college’s goals align or meet District goals. Professional development and EEOC advisory committee is to be re-established and a procedures site has been created.</p> <p>The employment applicant tracking system needs to be reviewed and auto notifications need to be enabled. Under staffing has been a major cause of lag in this process. In her report, Resa notes that there are several administrative outcomes that they hope to implement within 3 to 6 year goals. Examples are part-time employee training and reporting via web, an enhanced electronic employee applicant program, electronic workflow management, and improved customer service regarding admissions and the human resources department.</p> <p>Sue Vaughn, Management Association, Bakersfield College asked if this same template/process was considered for each college, and that was affirmed.</p> <p>B. The 4x10 work schedule was confirmed with Cerro Coso and the DO opting out. This schedule will be reviewed at completion to see if it was successful.</p>		
4. General Counsel	A. <i>No Report</i>			
5. Business Services	A. <i>May revised Governor’s Budget 2015-2016</i>	A. Tom Burke CFO, District Office reviewed the revised budget chart and explained the time frame to implementation. Tom Burke, CFO, District Office will discuss target areas at the next Cabinet Meeting. Steven Holmes, Academic Senate President, Bakersfield College noted that he would also like to discuss allocation.		
6. Educational Services	A. <i>BP 4F13 Service Animals</i>	Accommodation and implementation of the policy was discussed. Policy was moved to First Reading.		
7. Constituency Issues	A. <i>Feedback on improving trust at KCCD Report</i> B. <i>Feedback on Decision Making Flow-Chart</i>	<p>A. After discussion it was determined that we needed to develop an action plan for items #3 and #7 of the report. A group/committee should be formed to help with the trust and decision making process as outlined in the report.</p> <p>Steven Holmes, Academic Senate President, Bakersfield College would like to have more meetings to develop a more specific understanding of District processes.</p>		

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		<p>Sue Vaughn, Management Association, Bakersfield College suggested that trust building should be included in strategic plans and the survey should be conducted every two years.</p> <p>Matt Crow, CCA Past-President, Cerro Coso Community College added that each site should develop their process individually. Further, if Academic Senate members are to work on this project off contract, he would suggest pro-rata days.</p> <p>B. The flow chart is difficult to read and needs to be set out in such a way that it is easy to follow. Perhaps more linear. It was noted that CCA was left off of the chart and Porterville is now referred to as College Council rather than College Learning Council. Steven Holmes, Academic Senate President, Bakersfield College was given the task of preparing a draft of the chart for review at the next meeting.</p>		
8. Operations	A. <i>No report</i>			
9. Chancellor's Report	<p>A. <i>Request for Participatory Governance Technical Workshop</i></p> <p>B. <i>2015-16 Meeting Calendar</i></p>	<p>A. It was suggested that more staff presence should be included in participatory governance workshops.</p> <p>B. Notice should be taken that the March 2016 meeting will be in middle of break. It was suggested to move the date in March to accommodate the break. Otherwise the 4th Tuesday of the month is agreeable.</p>		
10. Future Meeting Items	<ul style="list-style-type: none"> • <i>BAM Evaluation Teams</i> • <i>BP 10B-H</i> 	<ul style="list-style-type: none"> • A group needs to be established to develop a process for the colleges and District Office. Tom Burke, CFO, District Office asked to identify team members. • 10B-H is being reformatted and will be submitted to HR to begin the vetting process. 		
11. Adjournment	Meeting adjourned at 1445 by Tom Burke			

PRESENT:

Abe Ali, Vice Chancellor, HR, District Office
 Betty Inclan, Interim Vice Chancellor, Educational Services
 Jill Board, President, Cerro Coso Community College
 Julianne Maikai, CSEA Representative, Cerro Coso Community College
 Kathy Freeman, CCA President, Bakersfield College
 Matt Crow, CCA Past-President, Cerro Coso Community College
 Rosa Carlson, President, Porterville College (video)
 Sandra Serrano, Chancellor, District Office (telephonically)
 Sonya Christian, President, Bakersfield College
 Steven Holmes, Academic Senate President, Bakersfield College
 Stewart Hathaway, Senate President, Porterville College
 Sue Vaughn, Management Association, Bakersfield College
 Tom Burke, CFO, District Office

Suzanne Galindo, Executive Assistant, General Counsel's Office (scribe)

ABSENT:

SGA Representative, Cerro Coso Community College
 SGA Representative, Porterville College
 SGA Representative, Bakersfield College
 John Means, Associate Vice Chancellor, Educational Services

O: Open C: Closed