

KERN COMMUNITY COLLEGE DISTRICT  
DISTRICT CONSULTATION COUNCIL  
UNAPPROVED SUMMARY  
August 22, 2017

ITEM	DISCUSSION	RECOMMENDATION / FOLLOW-UP	O	C
1. Agenda	The meeting was called to order by facilitator, Chancellor Tom Burke at 1:07 p.m.	Both time keeper and gate keeper were not selected.		
2. Approval of Summary	Review of May 2017 minutes	Approved.		X
3. Human Resources	A. BP/AP Chapters 7 Revisions	<p>BP/AP 7120 Recruitment and Hiring  Question to Interim Vice Chancellor of Human Resources about classified staff being used as adjunct faculty, can that process be re-implemented? Labor laws on overtime pay became an issue as to why this option stopped. Question on a blended rate being available; maybe less than full-time classified could teach?</p> <p>BP/AP 7130 Compensation  <b>ACTION: Move forward</b></p> <p>BP/AP 7150 EVALUATION  <b>ACTION: Move forward</b></p> <p>BP/AP 7160 Professional Development  <b>ACTION: Move forward</b></p> <p>BP/AP 7250 Educational Administrators  <b>ACTION: Move forward</b></p> <p>BP/AP 7260 Classified Supervisors and Managers  <b>ACTION: Remove contract language; only refer to contract if one is offered.</b></p> <p>BP/AP 7330 Communicable Disease  <b>ACTION: Move forward</b></p>		

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		<p>BP/AP 7335 Health Examinations  <b>Confirm who sets exams; ACTION: Move forward</b></p> <p>AP 7337 FINGERPRINTING  <b>Correct HR title; remove “card” reference. ACTION: Move forward</b></p> <p>BP/AP 7340 Leaves  <b>ACTION: Move forward</b></p> <p>AP 7341 SABBATICALS  <b>Check on process; ACTION: Move forward</b></p> <p>BP/AP 7345 Catastrophic Leave Program  <b>ACTION: Move forward</b></p> <p>AP 7347 PAID FAMILY LEAVE  <b>ACTION: Move forward</b></p> <p>BP/AP 7350 Resignations  Review for final authority and state; ACTION: Move forward</p> <p>AP 7366 REINSTATEMENT  Reviewed by HR again; no changes were recommended. ACTION: <b>Move forward</b></p> <p>BP/AP 7380 Retiree Health Benefits: Academic Employees  <b>ACTION: Move forward</b></p> <p>BP/AP 7365 Discipline and Dismissal - Classified Employees  <b>Under HR review</b></p> <p>BP 7770 Responsible Employees  <b>ACTION: Remove</b></p>		X
4. General Counsel	A. No Report			

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5. Business Services	A. DRAFT DO 2017-18 Budget-Update	<p>CFO, Deborah Martin provided an update of the DRAFT DO 2017-18 budget The Council was provided with copies of the charge-backs, and can be found on the committee website. <b>(see handout)</b></p> <p>The handout included:</p> <ul style="list-style-type: none"> <li>• carryover from the 2016-17 budget for incomplete projects in IT</li> <li>• re-look at IR structure in a year with recent vacancies</li> <li>• Question asked about current reserve balance; not available until November or December after audit.</li> </ul> <p><b>ACTION: District-wide Budget Committee is being finalized</b>  <b>ACTION: update provided on the fraud case: all but \$1.3 million recovered so far</b></p> <p><b>ACTION: Audit still ongoing- should conclude within the next couple of months</b></p>		X
6. Educational Services	A. No Report	<b>ACTION: Conversation with VPs for John Means about college strategic planning-district plan will develop from the college plan</b>		
7. Constituency Issues	A. No Report	A. No items were shared.		
8. Operations	A. No Report			
9. Chancellor	A. BP/AP Chapters 2	<p><b>ACTION: Calendar correction-January meeting date to 1/23/18</b></p> <p><b>ACTION: Annual Unit Review (AUR) currently being updated for December release along with State of the College Report to the Chancellor.</b></p> <p>Chancellor Burke shared BP Chapter 2 from BP2510-BP2750 as information only. Mr. Burke shared that the Board vetted the policies in January at their Board Retreat. Language for each policy that the Board choose for Chapter 2 was shared with the Council. Minor corrections to current position titles will be made.</p>		X

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		<p>Chancellor Burke address the proposed Delegation of Authority policy (BP2430) for presidents that Academic Senate President, Steven Holmes presented. It was shared that the proposed language for BP 2430 and BP 2435 exists in part under the Chancellor's employment agreement, AP 2430 and AP 2435, as previous directed by the Board at their January Board Retreat. Mr. Holmes suggested in his proposed language that the language addressing the presidents be added to policy, not procedure.</p> <p><b>ACTION: Chancellor Burke will present Mr. Holmes' suggested board language to the Board, as the language proposed may conflict with his current employment agreement and direction with the Board.</b></p> <p><b>ACTION: Bring BP 2430 and BP 2435 back with APs after Board review</b></p>	X	
10. Future Meeting Agenda Items	<ol style="list-style-type: none"> <li>1. Decision Making Document</li> <li>2. CCLC Board Policy</li> </ol>			
Adjournment	Meeting adjourned at 3:47 p.m.			

**MEMBERS PRESENT:**

Thomas J. Burke, Chancellor  
John Means, Vice Chancellor, Educational Services  
Tonya Davis, Interim Vice Chancellor, Human Resources  
Bill Henry, President, Porterville College **(via video conference)**  
Tom Greenwood, CCA President, Bakersfield College  
Jeff Keele, Senate President, Porterville College **(via video conference)**  
Steven Holmes, Academic Senate President, Bakersfield College  
Sue Vaughn, Management Association, Bakersfield College  
Vern Butler, CSEA Representative, Porterville College  
Jill Board, President, Cerro Coso Community College **(via video conference)**  
Sonya Christian, President, Bakersfield College  
SGA Pres Samuel Kelley, Cerro Coso Community College  
Deborah Martin, Interim CFO, District Office  
Danielle Hillard, Executive Assistant, Chancellor's Office (scribe)

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**MEMBERS ABSENT:**

Michael Barrett, CSEA Representative, Cerro Coso Community College  
Jan Moline, Academic Senate President, Cerro Coso  
SGA Pres Dezi Von Monos, Bakersfield College  
SGA Pres Catherine Osbourne, Porterville College  
Tina Johnson, CSEA Representative, Bakersfield College

O: Open C: Closed