

DISTRICT CONSULTATION COUNCIL MINUTES

Date: April 27, 2021

Time: 1:00 pm – 4:00 pm

Facilitator: Chancellor Burke

Members

IN ATTENDANCE:

Chancellor Burke, Arlitha Harmon, John Means, Dena Rhoades, Claudia Habib, Sean Hancock, Zav Dadabhoy, Steve Holmes, Benjamin Beshwate John Means, Michael Barrett, Vern Butler, Tina Johnson, Matt Crow, and Paul Kuttig

ABSENT: President Christian

GUEST: Chris Hine, Vice President Zav Dadabhoy (for President Christian), Nick Strobel, Robert Simpkins, Yvonne Mills

Approval of Minutes

No meeting minutes were submitted.

Human Resources

FTFO Update – Dena Rhoades, Vice Chancellor of Human Resources, provided an update on the current FON. The report discussed did not include any SERP proposed retirements. The Board of Trustees are to review the SERP report for approval at the May 2021 Board Meeting. Chancellor Burke mentioned that the 2021 Advanced Projected FON indicates there will be a need to hire additional faculty for FON compliance. It was clarified that FON is based on the funded FTES only.

General Counsel

BP Chapter 3 – The CCLC policy language for Chapter 3 was discussed. It was mentioned that portions of the current Board Policy's Chapter 3 related to budget and fiscal operations were moved to CCLC Chapter 6. Below are the Academic Senates requested revisions:

- *BP3225 – Institutional Effectiveness* is missing from the document
- *BP3050 – Fairness & Honesty* (pg. 12) – change to read “the District neither tolerates nor condones” (fourth bullet) and move all definitions (pg.13-14) to the AP.
- *BP3310 – Retention & Destruction* (pg.20) - delete “Records shall be retained....” and flip the 3rd and 4th paragraphs.

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(General Counsel cont.)

- *BP3410 – Non-Discrimination* (pg. 21) add “race and ethnicity” to paragraph 5
- *BP3420* – (pg.23) change “ethnic group” to “race and ethnicity”
- *BP3430 – Prohibition* (pg. 24) - add “race and ethnicity”
- *BP3440A* – (pg.26) change to read “BP3439”
- *BP3440B* – (pg. 27) change to read “BP3440”
- *BP3505 – Emergency* (pg. 31-31) – redundant language that should be reviewed and revised for clarity.
- *BP3520* (pg. 35) – paragraph 3 should reference BP3300 and not BP3810
- *B3P550 – Drug Free* (pg. 38) – move definitions for “illegal drugs and intoxication” to AP.
- *BP3720 - Computing Network* (pg. 44) - revised for clarity and move “Other Items” to AP.

Business Services

DO Tentative 2021-22 Budget – The Interim CFO, Dr. Arlitha Harmon, provided a verbal update on the District Office’s budget development. Changes were being made in response to the revised decrease in Health Benefits, increase in Worker’s Comp and Unemployment Rates, and IT position reclassifications. Additionally, funding was to be added to include Cambridge West’s Enrollment Management consulting agreement per the direction of Education Services. It is anticipated that May Revise and Joint Analysis of the Governor’s May state budget proposal will be released on Friday, May 14.

CCFS-320 P2 Apportionment – Dr. Harmon shared the CCFS-320 P2 apportionment Bob Ngo, Executive Director of Institutional Research and Reporting, submitted to the CCCC. Both the P1 and P2 FTS numbers district-wide and for each college. It is estimated that KCCD will be funded at the same level as FY20-21 due to late term enrollments at BC (See handouts). Steven Holmes inquired about how the percentages of funded FTES are determined for each college. Additionally, the CCCC’s methodology for calculating the Schedule C was questioned. Chancellor Burke mentioned that CCCC’s Fiscal Services has made decisions regarding the calculations is this is not something determined by the District. The DWBC will follow-up and have Bob Ngo or Cambridge West review the reported FTES calculations and college allocations.

Educational Services

No Report.

Constituency Issues

No Report.

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Chancellor's Office

Re-Opening Plans Updates – KCCD is still waiting to receive the June 15 COVID reopening protocols for higher education. More information is forthcoming.

Next Meeting

May 25, 2021 | 1:00 p.m. – 4:00 p.m. via Zoom