



## KCCD District Consultation Council Minutes

March 1, 2022

1:00-3:00pm | Virtual via Zoom

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Members Present: Christian, Mourtzanos, Hancock, Giacomini, Means, Gerald, Mata, Dadabhoy, Harmon, Butler, Rhoades, Crow, Simpkins, Barrett, Strobel Mills, Habib  
Guests: Steve Watkin, Kylie Campbell, Lisa, Couch, Bob Ngo

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### Approval of Minutes

- [Minutes, January 25, 2022](#)

A motion was made by Mourtzanos and seconded by Barrett to approve the January 25, 2022 minutes as presented. The motion carried.

### Chancellor's Update

Christian referred the Council to her written report posted to the website and reviewed the following items:

- The Board Policy timeline is provided each month as a reminder so we can track this progress together.
- Board of Trustees are active and engage with the work happening through the district and several of the Board subcommittees are planning to meet in March.
- Enrollments: Although we do see still a lag for spring, expecting late start programming to positively impact enrollments. Additionally, as the colleges are building out the summer schedule, VPIs are looking at opportunities to reach CSU and UC students who need to complete a few units over the summer.
- Energy, microgrids, and battery storage: BC has always offered an Energy and an Ag Academy. Now a NEW area of Carbon Management, we have partnered with Lawrence Livermore Lab who are experts in this arena, with the idea of expanding curriculum for current STEM students and well as community members, and possibly even the option of CDCP. Council members can get involved with this work at the district or by connecting with your college Vice President of Instruction.
- Vice Chancellor Search Processes:
  - Vice Chancellor of Human Resources initial search failed and we are now moving forward with a new search.
  - Vice Chancellor of Education Services is ready to go forward and will be posted.
  - Chief Financial Officer: Christian thanked Arlitha Harmon and Mike Giacomini for their work in the transition of Arlitha leaving, as well as Lisa Couch, and the support of college presidents to support this work.
  - General Counsel: Chris Hine is retiring, and will take this opportunity to think through what this position could bring to the district in the

future. Updates will be provided to Consultation Council on when the decision is made to go forward with this recruitment.

- Grant report from Bonita makes clear the work in this area is extensive.
- Board Meeting is Tuesday, March 15, 2022. Deadlines: Knowing the colleges have non-credit curriculum coming through, will be sure we get these items into Board Docs so these items go through by the April Board meeting.

## **Institutional Effectiveness**

### [Institutional Effectiveness Partnership Initiative \(IEPI\) Update](#)

Ngo referred the Council to the posted materials and described the Institutional Effectiveness Partnership Initiative Program (IEPI) through the state Chancellor's office that provides professional development opportunities and technical assistance teams to support improvements at the colleges. [KernCCD applied in fall 2021 with a focus](#) on improving data accuracy and reporting directly related to the SCFF to ensure we maximize funding for our students.

The first IEPI visit is scheduled for March 2<sup>nd</sup> when the team will meet with various district stakeholders, such as the Institutional Research Directors at the colleges, the Vice Presidents, Deans and Department Chairs, Financial Aid Directors, scheduling and technology staff working with MIS data. The second meeting is scheduled for April 18<sup>th</sup>.

The IEPI assistance will help KCCD to stay on the front edge of MIS data, take the next step to leverage the data we have to identify the factors that help our students be successful. Additionally, a data scientist position is being considered to help further expand the Institutional Research work.

## **Educational Services**

### [Adult Learner Recruitment](#)

Steve Watkin, Associate Vice Chancellor referred Council members to the presentation uploaded to the website, and introduced Program Director for Early College, Kylie Campbell. Campbell reviewed the outreach components in place to build our enrollments and the area in which we will identify and place students. Adult learners are individuals either dislocated or unemployed at a low-wage/benefit job, or already in the workforce and looking to upskill for promotion, and may have not yet attended college. Watkin noted the strong relationships KCCD has with the Adult Educations sites and that we will continue expanding these programs, the alternative ed pipeline, as well as with Early College with high school partners across the district. The program will begin with a pilot at Cerro Coso and will scale up from there.

### [Organization of Educational Services and Workforce and Economic Development Update](#)

Means reported that the Vice Chancellor of Educational Services has been updated, and the position will be posted in the next week. Means asked for the Academic Senates to start identifying faculty to serve so Human Resources can start scheduled the committee meetings.

Gerald noted the elevated visibility of Workforce and Economic Development, and the need to create a structure that gives both services the appropriate level of leadership. There is much innovation and development work to be done and to think how we can best provide resources to grow and move in ways that meet the needs of our students and our regional industry leaders.

#### [KCCD Faculty Leadership Initiative](#)

Gerald referred to the posted document and provided an update on this work, that began with applications submitted fall 2021. Seven faculty members were selected and are working on their respective initiatives.

Simpkins reviewed the seven faculty members representing all three colleges, and the project assignments for each faculty leader.

- Christine Cruz-Boone, BC
  - Adult Learner Outreach
  - Early College Program Development
  - Professional Development - Credit & Non-Credit Instruction
- Jaclyn Kessler, CC
  - Professional Development – Math/Stem, Instructional Design, Online And Digital
  - Strategies To Improve Instruction
  - Summer Institute Development
- Rudy Menjivar, BC
  - Non-Credit Advancement And Training
  - Student Outreach through Entrepreneurship Programs.
- Robert Simpkins, PC
  - Project Development - Increased Faculty Input & Interaction Across The District
  - Professional Development - Guided Pathways
- Maria Wright, BC
  - Faculty Diversification And Internship Project
- Alexandria Rockey, BC
  - Professional Development – Instructional Design And Advanced Technologies
- Rachel Tatro-Duarte, PC
  - Professional Development – Instructional Design And Advanced Technologies

The Faculty Leadership Initiative is providing an opportunity to reach some of our strategic goals, as well and our Office of Educational Services to nurture and encourage the next generation of faculty across the district.

## **Business Services**

Giacomini reviewed the posted documents and reviewed the current status of the districtwide reserve, noting the Board Finance Committee's input maintain the districtwide reserve at 15% as well as keeping commitments designated for the colleges.

- [D. KCCD Budget Allocation Model Presentation Feb 2022](#)
- [D. KCCD FY 21-2 Districtwide Reserves Projection](#)

### [KCCD Board Policy Chapter 6, Business and Fiscal Affairs](#) (final reading)

Giacomini referred the Council to the uploaded document and noted feedback from the first reading in November has been incorporated and noted additional language updates following the January Board Retreat which have been presented and shared with the Districtwide Budget Committee. Board Policy Chapter 6 will go to the Board for first reading at the March 15<sup>th</sup> meeting.

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Meeting was adjourned at 2:39 p.m.