



Minutes

Committee Name: College Council

Date: March 7, 2019

Time: 2:00 pm – 4:00 pm

Location: Admin Conference Room, MB 318

Present: President Board, Ben Beshwate, Cheryl Fitzsimmons, John Daly, Todd Dearmore, Tyson Huffman, Katie Bachman, Frank Timpone, Peter Fulks, Corey Marvin, Deanna Campbell, Joe Slovacek, Jan Moline, Mike Barrett, Lisa Couch, Heather Ostash, Paul Kuttig, Lisa Stephens

Absent: Subber Dhillon, Sawyer Chrisman, Mike Campbell, Jon Heaton

1. Call to Order

2:03pm

2. Reading of the Purpose of the Meeting

The purpose of the College Council is to serve as the chief advisory and participatory recommending body to the President, and is responsible for communicating issues specifically relevant to their constituent group and for feedback or input which has been requested by College Council.

3. Approval of Minutes and Action Items

No action Items.

4. Approval of Agenda

5. Discussion Items

5.1 Smoke Free Campus Task Force Update – Heather Ostash/Tyson Huffman

A survey was sent out with reminders being sent out now. The first step prior to the committee moving forward is to assess the attitudes and perceptions of the use of tobacco on campus. Once the assessment has been completed a committee can be formed and will use the assessment as a guide to move forward. Committee members will include early champions, key administrators, along with targeting nursing and athletics areas. It was noted that an observation assessment will also need to be done to identify what type of products are being used on campus.

5.2 Signage Task Force Update – Lisa Couch

A survey was sent out and will be open for two weeks. The Students felt that



Minutes

they would gather greater input by talking directly with other students. The next meeting is scheduled for March 27, 2019.

5.3 Resource Request Analysis (attachment)

5.3.a Facilities – John Daly

The Facilities Resource Request Analysis was presented by John Daly.

5.3.b Information Technology – Mike Campbell

The Information Technology Resource Request Analysis will be reviewed at the March 28, 2019, meeting.

5.3.c Staffing – President Board

The Staffing Resource Request Analysis was presented by President Board.

5.3.d Marketing – Natalie Dorrell

The Marketing Resource Request Analysis was presented by Natalie Dorrell.

6. Reporting Committees

6.1 Facilities – John Daly

At the last meeting the Facilities committee discussed the Facilities Resource Request Analysis. Input for the committee was integrated into the report.

6.2 Safety & Security – Todd Dearmore

Emergency contact cards were discussed during the last meeting along with training topics.

Evacuation drill dates were identified:

- Unannounced Drill March 25-29, 2019

The drill may take place sometime in the morning. It was recommended that staying away from the time that science classes are taking place on Monday and Wednesday would be a good idea. Contact will be made with Scott Cameron for his assistance in picking appropriate times that do not impact science.

- Announced Drill April 23, 2019

It was recommended that the drill be scheduled after 10:00am.



Minutes

An email will be sent out notifying employees of the scheduled fire drill.

6.3 Technology Resource Team (TRT) – Mike Campbell

No report.

6.4 Student Success Support Programs (SSSP) – Heather Ostash

A large group from the SSSP committee just returned from the Guided Pathways workshop held in the inland empire last week. It was felt that the event was beneficial.

The Cross Functional Inquiry Teams are still moving forward and making progress.

6.5 Incarcerated Students Education Program – Peter Fulks

The committee is moving forward on the grant to help cover the cost of the Adjunct Librarian stipend over the summer. The committee felt it was important to remain true to the IGETC patterns in the prison. The local degree will be phased out. There is research being done to see if a product called the Bridge would be beneficial for helping track the deadlines for paperwork.

In class educational advising is going well at this time.

It was shared that the Inmate Activity Group (IAG), a CDCR title 15 designation, can make PTK an official group inside the prison environment. It will help assist with the inmates meeting as a group to work together on classes without having a faculty member from Cerro Coso facilitating the group. They will be identifying someone within the prison who will facilitate the program.

The state felt Cerro Coso's group would be the ones to move forward with taking the lead for developing statewide training.

7. Associated Committees

7.1 Budget Development – Lisa Couch

On Tuesday, March 5, the Chancellor's Office release the 18-19 allocation. Also included with the allocation was a memo highlighting the following:



Minutes

- The revenue that is included in all the community college allocation exceeds the Governor's budget for Community Colleges by \$54 million.
- The revenue estimates for the entire state that were included in the Governor's budget are coming in at \$323 million lower than anticipated.

Until the Governor and legislature settle on how this will be handled, the Chancellor's Office has indicated that they will be apportioning the 17-18 revenue adjusted by 18-19 COLA. For Kern Community College District, this is \$139 million. The 2018-19 budget that was adopted by our BOT is for \$144 million. We are either \$5 million over budget or \$16 million under budget.

If the Governor and legislature are not able to reach agreement and we will receive our 2017-18 revenue + COLA. Using a simple % approach, Cerro Coso's portion is \$691,000. The adopted budget was balanced on \$1.3 million of reserve leaving us with a reserve balance of \$4.4 million. We are still finalizing our 17-18 revenue/expenditure reconciliation (which was also delayed due to the 18-19 allocation release) so there could be some adjustments to the beginning reserve balance coming into 18-19.

7.1.a District Wide Budget Development Committee

There was a meeting with Cambridge West recently and their recommendation that we continue with our 18-19 allocation model, FTES model, for the time being.

At the last meeting presentations of District Annual Unit Reviews and their respective budget requests from a few of the areas.

7.2 Institutional Effectiveness Committee (IEC) – Corey Marvin

IEC has not met recently. Cerro Coso's strategic plan must align with the State's Vision for Success. Discretion on what measures are to be used have been removed. We have been informed this week by Chancellor Burke that we must meet the states numbers. With this directive Cerro Coso is removing the numbers originally decided on and replacing the numbers being pre-populated by the state. The revised strategic plan will be sent to the May board meeting for approval.



Minutes

Action Item: Cerro Coso's Strategic Plan supporting the State's Vision for Success will be brought to College Council for review. Completion Date: March 28, 2019.

7.3 Professional Development – Corey Marvin

At the last meeting the committee discussed the Resource Request Analysis. The analysis will be reviewed at the next college council meeting.

Action Item: The Professional Development RRA will be presented at the next College Council Meeting. Completion Date: March 28, 2019.

7.4 Accreditation – Corey Marvin

ACCJC announced that they will be revamping the accreditation process. It was shared that the "big picture" at colleges would be addressed and less work for those writing the report on the campus.

8. Constituency Reports

8.1 Academic Senate – Ben Beshwate

In the fall 2019, the Academic Senate will be a representative Academic Senate. This will allow the Senate to be more streamlined. Ben Beshwate is currently working on a list of committees and faculty that are participating on the committees. Tyson Huffman will be stepping down next year as the Faculty Representative on College Council.

8.2 Classified Senate – Paul Kuttig

Classified Senate sent out a self-evaluation survey recently. The survey will be reviewed during their next meeting. Committee representation is being looked at now. Classified staff of the year nomination survey was also recently sent out. The Classified Senate Constitution is being reviewed and revamped.

8.3 Student Government – Tyson Huffman for Students

The nominations for SGCC for the next academic year just opened up as well as Faculty of the Year. There is a scavenger hunt scheduled for March 12 at the IWV campus. A fruit sale will be also happening on the same day. There is a chili cook-off scheduled for March 28. Game On, a new gaming



Minutes

club, is holding a gaming tournament on march 28th as well. The TED talks is moving forward and Nakysa Cummings will be the first faculty member to participate.

8.4 Consultation Council – President Board/Ben Beshwate

A review of the last Consultation Council meeting was shared. All meeting documents can be viewed at

<https://committees.kccd.edu/committee/district-consultation-council>

8.5 Community College Association (CCA) – Joe Slovacek

A union meeting has been scheduled at the IWV campus on April 15, 9-10:30am. All faculty are invited to attend.

8.6 California School Employee Association (CSEA) – Mike Barrett

The fringe benefits committee structure is being looked at. The language for Classified being able to serve as adjunct faculty is being finalized now. Classified will vote on the language before sending it to HR.

9. President's Report

9.1 Vision for Success

See 7.2.

9.2 Budget Allocation

It was stressed that Cerro Coso Community College needs to look at ways to get off the reserve for future budgets. Grants are being identified to help steer costs away from the general fund.

The CEO of the 115 Online College addressed the CEO's at an event President Board was attending last weekend. It was felt that the 115 Online College was the answer to the Just in Time Training initiative.

9.3 Annual Unit Request Timeline (attachment)

The Annual Unit Request Timeline for the District Office was presented at Consultation Council. To meet the District Office deadlines, Cerro Coso will put two weeks between the Annual Unit Plan and Section Plan due dates instead of one month. The new deadlines will be shared with those involved in writing



Minutes

the plans.

10. Review of Action Items

1. Cerro Coso's Strategic Plan supporting the State's Vision for Success will be brought to College Council for review. Completion Date: March 28, 2019.
2. The Professional Development RRA will be presented at the next College Council Meeting. Completion Date: March 28, 2019.

11. Future Agenda Items

- 11.1 Child Development Program Review – Jessica Krall
- 11.2 Safety & Security Program Review – Todd Dearmore
- 11.3 Counseling Program Review – Christine Small
- 11.4 Campus Closure Process

12. Future Meeting Dates

September 6, 2018	February 7, 2019
September 20, 2018	February 21, 2019 Cancelled
October 4, 2018	March 7, 2019
October 18, 2018	March 28, 2019
November 1, 2018	April 4, 2019
November 29, 2018	April 25, 2019
January 17, 2019	May 7, 2019 (If needed)

13. Adjournment

4:02pm

Meeting Chair: President Board / Ben Beshwate
Recorder: Jennifer Curtis