**Committee Name: College Council**

**Date: September 1, 2022**

**Time: 2:00pm – 4:00pm**

**Location: MB 318 & Zoom**

**Attendees: President Hancock, Yvonne Mills, , Chad Houck, Mike Campbell, Kevin King, Corey Marvin, Joe Slovacek, Cody Pauxtis, Mike Barrett, Heather Ostash, Fatima Chavez  
  
Absent: Lisa Stephens, Melissa Bowen  
Guest:**

## Call to Order – 2:03pm

## 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.

## Approval of Minutes and Action Items

Action Item:

No action items.

Minutes approved.

## Approval of Agenda

President’s Report - Cultural Events on Campus

Agenda approved.

## Constituency Reports

5.1 Academic Senate – Yvonne Mills

* Voting senators were determined during the last meeting.
* Approved 2023-24 academic calendar. A four-week block approved for spring break as to not have to go back to the Board of Trustees if changes need to be made.
* Ongoing conversations for class caps, on ground vs. online. Faculty want caps to be the same for both modes.
  1. Classified Senate – Vacant

No report.

* 1. Student Government – Fatima Chavez Gomez
* Working to fill vacant positons on the board. Currently only the President and Vice President positions are filled.
* Constitution Day is being planned, more info to follow.
* Student Leadership Conference October 21-23, 2022 in San Diego. Up to four students will be attending from Cerro Coso.
* The Academic Senate President, Yvonne Mills, offered to have SGCC make a plea for students to participate in Student Government at the next meeting. This is in hopes the faculty would help spread the word in their classes.

5.3 Consultation Council – President Hancock/Yvonne Mills

* August 23, 2022, Consultation Council Meeting.
* Annual review cycles for Board Policy chapters were discussed.
* Investment proposals were reviewed and are still being considered   
  -A public safety compound in Bakersfield  
  -Permanent space in Tehachapi to continue our presence. This would be a three-year agreement.
* Space Utilization study was completed during COVID so unrealistic. A new review will be done in the fall.
* Scheduled maintenance money available with Cerro Coso receiving 2.1 million.
* Early College presentations regarding the work taking place across the district.
* Reach – Racial Equity for Adult Credentials in Higher Education was presented.
* LAEP – Learning Aligned Employment Program was presented.
* Our district has been invited to apply to participate in Unlocking Opportunities
* State and KCCD budget update was provided.
* A presentation on the KCCD District Wide Unrestricted Reserves, Investment Proposals, and Cash flow Analysis was provided.
* Fulltime temporary hiring was discussed with a call for clarity on how to approach and consistency across the district.

5.4 Community College Association (CCA) – Joe Slovacek

* There are a few faculty members who will be filing for mileage between Mammoth and Bishop.
* The Counselors and Librarians at IWV feel the administration is making them do their prep work in offices and they do not feel it is equitable as other faculty who are allowed to work from home.
* There is discussion regarding the requirement to teach one class on campus and what is the outcome when the one class is cancelled.

5.5 California School Employee Association (CSEA) – Mike Barrett

## Rough draft of the collective bargaining agreement is being completed.

## Sunshine for openers will go to the BOT in October.

## A monthly participatory governance meeting will be scheduled.

## Reporting Committees

* 1. Facilities – Cody Pauxtis

The PowerPoint slide was presented. Meetings are being scheduled now. First thing on the agenda will be the feedback for the Participatory Governance Model Handbook.

* 1. Safety & Security – Kevin King

Safety & Security meetings are being scheduled now.

* 1. Technology Resource Team (TRT) – Mike Campbell

TRT needs seven additional members, four classified, two faculty, and one student.

* 1. Student Success Support Programs (SSSP) – Heather Ostash  
     The committee has a new name, Student Equity and Achievement Committee (SEAC). The PowerPoint slide was presented.
  2. Incarcerated Students Education Program (ISEP) – Corey Marvin

ISEP has not yet met. They will discuss a replacement representative to be assigned to College Council during their first meeting.

## Associated Committees

* 1. Budget Development – Chad Houck – *Title V, Sec. 53200:C.10*

The PowerPoint slide was presented. HERF funds are still available until June. Lisa Couch is the steward of those funds.

* + 1. District Wide Budget Development Committee *Title V, Sec. 53200:C.10*

The PowerPoint slide was presented. Tentative budget was presented in June, with the final budget going to the September Board of Trustees meeting for approval.

* 1. Institutional Effectiveness Committee (IEC) – Corey Marvin *Title V, Sec. 53200:C.10*

First meeting September 22, 2022.

* 1. Professional Development – Corey Marvin *Title V, Sec. 53200:C.8*

First meeting October 13, 2022.

* 1. Accreditation – Corey Marvin *Title V, Sec. 53200:C.7*

Committee has not met. First meeting TBD. It was shared that we will still fall under the old standards during our next accreditation. Schools starting their accreditation process in spring of 2026 will begin with the new standards.   
ISER training will take place on October 14, 2022. Standard representatives will need to be identified.

## Task Force Updates

* 1. Enrollment and Student Success with Equity Task Force Update – Corey Marvin   
     The task force worked during the month of June and identified priorities for the project the align with Student Success and Equity plan. Coaches have been assigned to help Cerro Coso with the process. A follow-up meeting took place the later part of June. No work has been done since then and the task force will reconvene on September 12, to determine the short and long-term priorities.
  2. Participatory Governance Model Task Force Update– President Hancock & Yvonne Mills   
     The first meeting is scheduled for September 12, 2022. The intent is to have the document ready by spring 2023.

## Discussion Items

* 1. Improving Security Services – Kevin King & Chad Houck   
     There is a need to have security coverage at IWV and Tehachapi on a reliable and ongoing basis. The current contract for security often leaves the campuses with no coverage. A request is being made to bring on our own security force with one full time position at IWV, one part time at IWV, and one part time positon in Tehachapi. ESCC will be planned for in the future.  
     A cost analysis was presented with a total annual cost of $112,598.63 for the three positions proposed. A new long-term contract will need to go out for bid if this scenario is not approved and it is anticipated that the actual cost for services for a contractor will be higher than what was budgeted for.   
     It was noted that the normal planning cycle to request employees will not meet our immediate needs and this is why it is being brought to College Council for review.   
     An approval was requested to move forward with hiring additional positions for security coverage.   
     It was the consensus of the group to move forward with our own security services at IWV and Tehachapi.
  2. Unrestricted Reserves Analysis  
     The Unrestricted Reserve Analysis document reviewed at Chancellor’s Cabinet was shared with the group. The expected ending reserve balance for the District is $100,888,926, with Cerro Coso’s portion being

$9, 757,731.  
KCCD Board Policy 6200 was shared with the group. The board members from the finance subcommittee discussed setting the reserves at 20-25% from 15-20%.   
The targets and tactics investment proposals will not be funded by the district and instead will be the responsibility of the colleges to use their reserves if they would like to move forward. Cerro Coso’s proposal will continue to be reviewed to see where we can incorporate at a future date.

## Legislative Updates

## 10.1 Listing of pending legislation uploaded to College Council folder.

## The Legislature recently disposed of over 800 bills. Since we are in the second year of the session, bills that did not make it out of the committees will, absent rule waivers, be considered dead bills. A few bills survived the critical deadline and will be amended. See Legislative update document in the College Council SharePoint folder for specific bills and their descriptions.

## Staffing Update

## Staffing Update (attachment) – President Hancock

Staffing update provided for current positions.

* 1. Verbal update on new employees and recruitment  
     A&R – First round interviews on September 1, 2022.   
     Director ESCC – First round interviews completed with second round interviews scheduled for September 7, 2022.   
     Directory of Equity & Inclusions – Another round of interviews have been scheduled. The second round of interviews will take place on September 22, 2022.   
     Director Financial Aid – First round interviews are scheduled for September 7, 2022.   
     HR Manager – Interim position will be announced any time. Resa Hess will be leaving us on September 2, 2022.  
     Program Coordinator – First round of interviews will take place on September 8, 2022.  
     System Support Specialist – Offer pending.

## President’s Report

* 1. Strategic Plan 2021-2024

The printed Strategic Plan was received back from the printer and will be distributed to mailboxes soon.

## 12.2 Educational Master Plan Extension Cerro Coso requested an extension on submitting the Educational Master Plan. This next year will be used to work on the plan and align all the colleges on a five-year schedule.

## 12.3 Enrollment, Student Success with Equity Targets and Tactics No report.

## 12.4 Military and Aerospace Collaborative

## Meetings continued with China Lake over the summer and future discussions taking place with Edward’s Air Force Base soon. We will be discussing how can we partner to meet their talent needs.

## 12.5 Cultural Events on Campus

## We all have a responsibility to bring events to the campus. Encourage ideas in your committees and groups and bring to College Council.

## Miscellaneous n/a

## Review of Action Items

No action items.

## Future Agenda Items

## Call to Action Presentation – Heather Ostash & Julie Cornett

## E-Sports Update

## Banner 9 Baseline Software & Late Add Process

## Future Meeting Dates

|  |  |
| --- | --- |
| ~~September 1, 2022~~ | January 26, 2023 |
| ~~September 15, 2022~~ | February 9, 2023 |
| October 6, 2022 | February 23, 2023 |
| October 20, 2022 | March 2, 2023 |
| November 3, 2022 | March 16, 2023 |
| November 17, 2022 | April 6, 2023 |
| December 1, 2022 | April 20, 2023 May 11, 2023 |

**15. Adjournment – 4:04pm**

Meeting Chair: President Sean Hancock / Yvonne Mills

Recorder: Jennifer Curtis