



# Minutes

**Committee Name: College Council**

**Date: December 2, 2021**

**Time: 2:00pm – 4:00pm**

**Location: Zoom**

**Attendees: Michael Bonner, Melissa Bowen, Deanna Campbell, Mike Campbell, Lisa Couch, Matt Crow, Peter Fulks, Sean Hancock, Kevin King, Corey Marvin, Heather Ostash, Cody Pauxtis, Lisa Stephens,**

**Absent: Mike Barrett, Mia Guzman**

**Guests: Natalie Dorrell, Jessica Krall**

**1. Call to Order – 2:04 pm**

**2. 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**

Minutes approved with no action items.

**4. Approval of Agenda**

Agenda approved unanimously.

**5. Constituency Reports**

**5.1 Academic Senate – Yvonne Mills**

Academic Senate passed a joint resolution with BC and PC to develop a call for recognition of Juneteenth, Cesar Chavez Day, and Native American Day. The next step is to pass the draft to the other senates to be presented to the Board. PedTech has been encouraging Cerro Coso to become a teaching college with OEI. This would enable students to enroll in Cerro Coso courses without applying through the Cerro Coso application process. Per Corey Marvin, phase one has already been completed and Cerro Coso is in the second phase. Cerro Coso is not positioned to receive other students throughout the state through the Exchange. We currently have a barrier at the district IT level. Dr. Hancock inquired about the possibility of



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outsourcing the work to resolve the issues. This will be an opportunity for the college to keep student going through their ed plans as well as help increase FTEs.

**Action Item: President Hancock to reach out to Gary Moser regarding OIE barriers. Completion Date: February 3, 2022.**

## 5.2 Classified Senate – Vacant

## 5.3 Student Government – Mia Guzman

No report.

## 5.4 Consultation Council – President Hancock/Yvonne Mills

### 5.4.1. VC HR Recruitment

Yvonne made an announcement and will send another email to recruit a faculty member on the screening committee. President Hancock suggest Matt Crow as he works closely with HR. The announcement will run through February.

### 5.4.2. VC Ed Services

Ed Services will be following the HR Recruitment. John Means is retiring.

### 5.4.3. VC Workforce & Economic Development

The decision has been made to pull Workforce and Economic Development out from under Ed Services. The entire structure is being reviewed and the short-term solution is to the separate the two.

### 5.4.4. Faculty Leadership Positions

Innovation and Development, Guided Pathways and Leadership in Transfer are the three positions. The scope and charge are still being formed. The district is looking for staff to help be a driver. Transition teams have been created and there is still a need for overall coordination. Working on breaking down the silos between the campuses and district. The opportunities to leverage the great work taking place and to help raise up the other colleges.

### 5.4.5. California Fiscal Outlook

KCCD is expecting more windfall and more dollars from the state than originally expected. It will likely be in the form of one-time funds and a slight increase in categorical funds.

### 5.4.6. Board Retreat in January

The retreat will focus on facilities and infrastructure, and re-envisioning the use of space given we have more online presence. We are near



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completion for the water conservation study. We are looking into solar charging stations.

There needs to be a major shift in our thinking with the declining FTE. We would like to balance that declines in FTE to address that through supplemental apportionment. What can we do to mitigate the loss in FTE? Maximizing other opportunities help mitigate the loss overall.

Economic & Workforce Development

Thirty percent of revenue comes from Economic and Workforce Development.

Board Policies and Administrative Procedures

Using templates from CCLC. Student services (Chapter 4) is going through with a second read. Instruction – Chapter 5 – Chapter 6 is currently being worked on. President Hancock offered to provide an update on all the BP and AP's.

## 5.5 Community College Association (CCA) – Joe Slovacek

Voting on the Spring MOU and some positions at BC on 12/1 and 12/2.

## 5.6 California School Employee Association (CSEA) – Mike Barrett

No report. CSEA is in negotiations.

## 6. Reporting Committees

### 6.1 Facilities – Cody Pauxtis

Penny Talley is retiring so there is a need for a replacement on the committee. Last meeting talked about the security at the buildings and the team will take the discussion to their constituency groups. M&O will take back the issuing of keys beginning 2022-2023.

### 6.2 Safety & Security – Kevin King

The great shake out survey results would like to see a different exit by going down the stairwell to the back. Employees in common areas did not hear the telephone alerts. Kevin King is looking into speakers that can project into those areas. The CFIT survey has been sent out to come up with a solid recommendation for the S&S Group. In effort to increase attendance, meeting days will be changed.

### 6.3 Technology Resource Team (TRT) – Mike Campbell



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Purchasing new laptops for classified employees who are working remotely. This will increase costs in the long term. Possible damage in transport. Remote work and zoom meetings require us to change the set up of employees. Faculty prefer a windows tablet over a desktop or large computer. Regarding digital signs, less is more. Possibly more signs outdoors and at the bottom of the hill. Windows 11 is coming out and end of life for Windows 10 will come in 2025. It will be rolled out once fully tested with district systems.

## 6.4 Student Success Support Programs (SSSP) – Heather Ostash

SSSP works on a continuum. They are still evaluating Pillar Three. Looked at cohort data that was partly because data looked pretty good. Landed on the potential for retention with low-income students. New data shows improvement. President Hancock would like to see the three-year completion rate used to measure success.

## 6.5 Incarcerated Students Education Program – Peter Fulks

National CHEP 8 attended November 11-14. Our presence was noticed. 85 out of 400 attendees were from California. Many good discussions. Access to a four-year partner may need to be a priority to continue moving forward. There are 7 BA programs with CSLA's program in Lancaster. ADT completion is high in the prisons. 1,437 registration packets were sent to the prisons. It is anticipated that enrollment numbers will continue to climb. Peter Fulks and Alec Griffin to help determine funding criteria at the Chancellor's Office. Corey Marvin recommends that we are our own four-year partner for the prison and the college. AB927 was signed allowing 15 Baccalaureate programs per semester across the state. He recommends we develop a process to determine our options.

## 7. Associated Committees

### 7.1 Budget Development – Lisa Couch – *Title V, Sec. 53200:C.10*

Internal Allocation Document was reviewed and discussed a process for reviewing requests that are supported by other funds. The process will be piloted, and request will be reviewed in January. The Budget Development Committee meets weekly in the spring. The Budget Analyst position. Lisa put this forward in the division plan last year. Cerro Coso was one of the only campuses without a Budget Analyst.



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7.1.a District Wide Budget Development Committee *Title V, Sec. 53200:C.10*  
Focuses on the narrative for the Internal Allocation Model.

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

IEC discussed the criteria for being an AUP and Program Review. AUP local Human Resources. We do not require Business Services to do an AUP. The group came to consensus that the Program Review topic was more urgent, and the discussion will be taken back to Academic Senate for feedback. Accreditation requires dialogue around the three pillars of Institutional Effectiveness.

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

Our next meeting is January 19. The resource request analysis will need to be in by the middle of February.

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

The accreditation Committee is scheduled to meet on December 7, 2021, to discuss the midterm report that is due next October 2022.

## 8. Discussion Items

8.1. Temporary Outreach Coordinator Position – Heather Ostash

We received \$164,000 (basic needs \$176,000) supplemental allocation in efforts to increase outreach opportunities. With the DA moving to Financial Aid department, Heather Ostash would like to try a full-time temporary Coordinator position to determine if that is the right way to go. Work will be escalating substantially to address the shrinking enrollment.

## 9. Legislative Updates

No updates.

## 10. Staffing Update

10.1 Staffing Update (attachment) – President Hancock

## 11. President's Report

11.1 Climate Survey Task Force Update

Looked at comments, reviewed and identified info on what we can do to address those concerns. President Hancock will gather feedback from the



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committee on what they think will improve the climate.

## 11.2 Strategic Plan Update

Ryan Khamkongsay is currently working on the community and college data for the strategic plan. A full review has been completed on the mission, vision, and values. It will be put into a semi-final draft. After feedback has been obtained, a final draft will be put forward to the Board of Trustees.

## 11.3 Return to Campus

The return to campus has been discussed with many. The intent was to bring everyone back 100% after the break. With the continued unknowns, President Hancock would like to keep the return to campus as status-quo with regards to our work schedules.

## 12. Review of Action Items

- 1. President Hancock to reach out to Gary Moser regarding OIE barriers.  
Completion Date: February 3, 2022.

## 13. Future Agenda Items

- 13.1 Call to Action Presentation – Heather Ostash & Julie Cornett
- 13.2 E-Sports Update
- 13.2 Internal Allocation Model

## 14. Future Meeting Dates

- |                               |                                          |
|-------------------------------|------------------------------------------|
| <del>September 2, 2021</del>  | February 3, 2022                         |
| <del>September 16, 2021</del> | February 17, 2022                        |
| <del>October 7, 2021</del>    | March 3, 2022                            |
| <del>October 21, 2021</del>   | March 17, 2022                           |
| <del>October 28, 2021</del>   | April 7, 2022                            |
| <del>November 4, 2021</del>   | April 21, 2022                           |
| <del>December 2, 2021</del>   | May 2, 2022 (Monday meeting – BOT at CC) |

## 15. Annual Unit Plan Presentations (attachment)

Cody Pauxtis	M&O
Jessica Krall	Child Development Center
Natalie Dorrell	PIO

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## 16. Adjournment – 4:00 pm

Meeting Chair: President Hancock / Yvonne Mills

Recorder: Lacey Navarro