

KERN COMMUNITY COLLEGE DISTRICT  
DISTRICT CONSULTATION COUNCIL  
UNAPPROVED SUMMARY  
January 24, 2017

ITEM	DISCUSSION	RECOMMENDATION / FOLLOW-UP	O	C
1. Agenda	The meeting was called to order by facilitator, Chancellor Serrano at 1:12 p.m.	Both time keeper and gate keeper were not selected.		
2. Approval of Summary				
3. Human Resources	A. BP/AP Chapters 3 & 7	<ol style="list-style-type: none"> <li>1. BP/AP 3100 Organizational Structure</li> <li>2. BP/AP 3200 Accreditation-leave notes in final copy</li> <li>3. BP/AP 3225 Institutional Effectiveness</li> <li>4. BP/AP 3250 Institutional Planning</li> <li>5. BP/AP 3280 Grants</li> <li>6. BP/AP 3300 Public Records</li> <li>7. BP/AP 3310 Records Retention-needs further review per Vaughn</li> <li>8. BP/AP 3410 Nondiscrimination</li> <li>9. BP/AP 3420 Equal Employment Opportunity</li> <li>10. BP/AP 3430 Prohibition of Harassment-AP issue w/consensual relationship-needs to be reviewed; possibly negotiated per Freeman</li> <li>11. BP/AP 3440 Service Animals-park till February meeting</li> <li>12. BP/AP 3500 Campus Safety-question about IPP training being mandatory- on sunshine list per Freeman; remove section on IPP from BP-AP ok</li> <li>13. BP/AP 3501 Campus Security and Access-check code for extended closure" and standardize public safety on all documents</li> <li>14. BP/AP 3503 Missing Student Notification</li> <li>15. BP/AP 3505 Emergency Response Plan</li> <li>16. BP/AP 3510 Workplace Violence-define "horseplay" (legal)</li> <li>17. BP/AP 3515 Reporting of Crimes-add "on campus" before should in 1<sup>st</sup> sentence</li> <li>18. BP/AP 3518 Child Abuse Reporting</li> <li>19. BP/AP 3520 Local Law Enforcement-define "Office of Public Safety"</li> <li>20. BP/AP 3530 Weapons on Campus</li> <li>21. BP/AP 3540 Sexual &amp; Other Assaults on</li> <li>22. BP/AP 3550 Drug Free Environment &amp; Drug Prevention Program-add designated public safety authority at each campus</li> <li>23. BP/AP 3560 Alcoholic Beverages-"public safety office and BPD" changes &amp; add "individuals" to last sentence of 1<sup>st</sup> paragraph</li> <li>24. BP/AP 3570 Smoking on Campus</li> </ol>	<p style="text-align: center;">12.X</p> <p style="text-align: center;">28. X</p>	<ol style="list-style-type: none"> <li>1. X</li> <li>2. X</li> <li>3. X</li> <li>4. X</li> <li>5. X</li> <li>6. X</li> <li>7. X</li> <li>8. X</li> <li>9. X</li> <li>10. X</li> <li>11. X</li> <li>13. X</li> <li>14. X</li> <li>15. X</li> <li>16. X</li> <li>17. X</li> <li>18. X</li> <li>19. X</li> <li>20. X</li> <li>21. X</li> <li>22. X</li> <li>23. X</li> <li>24. X</li> <li>25. X</li> <li>26. X</li> <li>27. X</li> <li>29. X</li> </ol>

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		25. BP/AP 3600 Auxiliary Organizations-add titles of all student gov't groups 26. BP/AP 3710 Securing of Copyright 27. BP/AP 3715 Intellectual Property 28. BP/AP 3720 Computer and Network Use- pulled for IT review 29. BP/AP 3810 Claims against the District 30. BP/AP 3820 Gifts 31. BP/AP 3900 Speech: Time, Place, Manner-change 4 <sup>th</sup> paragraph (present danger) "of" to "in"	30. X 31. X
4. General Counsel	A. No Report		
5. Business Services	A. BP/AP Chapter 6	1. BP/AP 6100 Delegation of Authority, Business and Fiscal Affairs 2. BP/AP 6150 Designation of Authorized Signatures 3. BP/AP 6200 Budget Preparation 4. BP/AP 6250 Budget Management 5. BP/AP 6300 Fiscal Management-budget limitation section-fix titles 6. BP/AP 6320 Investments 7. BP/AP 6330 Purchasing 8. BP/AP 6340 Bids and Contracts 9. BP/AP 6400 Financial Audits 10. BP/AP 6450 Wireless or Cellular Telephone Use-remove "pager" 11. BP/AP 6500 Property Management 12. BP/AP 6520 Security for District Property-correct M&O title 13. BP/AP 6540 Insurance-"designee" first line only 14. BP/AP 6550 Disposal of Property 15. BP/AP 6600 Capital Construction 16. BP/AP 6620 Naming of Buildings- everything below definition to AP; pull to re-write AP 17. BP/AP 6700 Civic Center and Other Facilities Use-legal to re-review 18. BP/AP 6740 Citizens Oversight Committee 19. BP/AP 6750 Parking-add college presidents to BP 20. BP/AP 6800 Safety-add language to standardize titles 21. BP/AP 6900 Bookstore(s)-move subsidiary 22. BP/AP 6910 Housing  * BP/AP 6255 DEBT ISSUANCE AND MANAGEMENT POLICY WAS INTRODUCED AND MOVED FORWARD TO THE BOARD UNDER THE	1. X 2. X 3. X 4. X 5. X 6. X 7. X 8. X 9. X 10. X 11. X 12. X 13. X 14. X 15. X 16. X 17. X 18. X 19. X 20. X 21. X 22. X

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		<p><b><i>CURRENT POLICY FORMAT FOR APPROVAL. PER THE STATE OF CALIFORNIA, THIS POLICY IS REQUIRED TO HAVE ACTIVE 60 DAYS PRIOR TO BOND FUNDS BEING RELEASED.</i></b></p> <p><b>ACTION: PLACE ON THE FEBRUARY BOARD AGENDA FOR ADOPTION.</b></p>		
6. Educational Services	A. BP/AP Chapter 5	A. There was no discussion on the CCLC format BP/AP Chapter 5. It was last reviewed at the November 22, 2016 Consultation Council meeting. At that time, Interim Vice Chancellor Betty Inclan had stated previous reviews had been conducted with Academic Senate. Any remaining questions on this section will be referred to Assoc. Vice Chancellor, John Means. The remaining Aps will come back to the February meeting.	X	
7. Constituency Issues	A. No Report	A. No items were shared.		
8. Operations	A. No Report			
9. Chancellor	A. BP/AP Chapters 1 & 2	<p>A. Chancellor Burke reported that Chapter one is completed and ready to go to the Board for approval once the other board policy chapters are completed. The Chancellor would like for the policies to be ready for first reading at the March meeting. A discussion ensued about having more time to review the new chapters and provide feedback.</p> <p>Chapter Two- Board of Trustees will be available in BoardDocs for the upcoming Board Retreat on January 25<sup>th</sup>. The Board will review the section and be share as information at the February Consultation Council meeting.</p>		X
10. Future Meeting Agenda Items	<ol style="list-style-type: none"> <li>1. DRAFT 2017-18 KCCD Budget</li> <li>2. BAM III Evaluation Report Final 2016</li> <li>3. CCLC Board Policy Chapters 3,6,7</li> </ol>	<ol style="list-style-type: none"> <li>1. Each DO area will present their Draft 2017-18 budget with explanations for proposed increases.</li> <li>2. Recommendations for the BAM III evaluation report will be shared by the CFO.</li> <li>3. Complete the review process for Chapter 7</li> </ol>		

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11. Adjournment	Meeting adjourned at 4:10 p.m.		
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**MEMBERS PRESENT:**

Thomas J. Burke, Chancellor  
Deborah Martin, Interim CFO, District Office  
John Means, Assoc. Vice Chancellor, Educational Services & Workforce Development  
Victoria Simmons, Interim Vice Chancellor, Human Resources  
Jill Board, President, Cerro Coso Community College (**via video conference**)  
Rosa Carlson, President, Porterville College (**via video conference**)  
Kathy Freeman, CCA President, Bakersfield College  
Stewart Hathaway, Senate President, Porterville College (**via video conference**)  
Steven Holmes, Academic Senate President, Bakersfield College  
Jan Moline, Academic Senate President, Cerro Coso (**via video conference**)  
Sue Vaughn, Management Association, Bakersfield College  
Tina Johnson, CSEA Representative, Bakersfield College  
Vern Butler, CSEA Representative, Porterville College

Danielle Hillard, Executive Assistant, Chancellor's Office (scribe)

**GUEST PRESENT:**

***Nan Gomez-Heitzeberg for*** President Christian  
Christopher Hine, General Counsel  
Suzanne Galindo, Executive Assistant, General Counsel

**MEMBERS ABSENT:**

Sonya Christian, President, Bakersfield College  
Michael Barrett, CSEA Representative, Cerro Coso Community College  
SGA Pres Matthew Frazier, Bakersfield College  
SGA Pres Ariel Nelson, Cerro Coso Community College  
SGA Pres Samuel M. Perez, Porterville College

O: Open C: Closed