

KCCD District Consultation Council Minutes

October 24, 2023

1:00 p.m. – 3:00 p.m. | Virtual via Zoom

Members Present: Burke, Dadabhoy, Glaser, Habib, Ali, Watkin, Steele, Marvin, Menchaca, Baird, Crow, Mills, Barnett, Chavez, Ceja, Serratt (staff).

Chancellor Burke reviewed the agenda with Consultation Council members. There were no changes to the agenda.

Approval of Minutes

- [Minutes, April 25, 2023](#)

A motion was made by Dadabhoy and seconded by Giacomini to approve the April 25, 2023 minutes as submitted. The motion carried.

Chancellor's Update

Burke shared with Council members that Kern CCD received the Association of Community College Trustees (ACCT) regional and national Equity Award for our work in dual enrollment. To receive these awards is an honor.

Burke also noted that the work on the district Administrative Unit Reviews (AURs) is still progressing and he has extended the deadline for the Vice Chancellors. The AURs will be distributed to the colleges in the coming weeks.

Board Policy/Administrative Procedures Annual Review Cycle

- [Board Policy 1100, Description Kern Community College District](#)

Dadabhoy shared that there is a legal requirement to update KCCD Board Policy 1100, Description of the district that provides guidance and parameters around the use of the names of the district and colleges. This revised language is incorporated into the document that is posted to the website and is presented to Consultation Council today as information. This change will go to Board in November for adoption.

Human Resources Management Reorganizational Proposal, 2nd Reading

Ali shared the proposed Human Resources organizational chart revised based on feedback received from the colleges. This structure will include the Director, Risk and Safety to report directly to Vice Chancellor of HR, a dedicated Director of HR at Bakersfield College and an overall cost savings by not filling the Assistant Director position. There was support from Council members to move forward with the proposed reorganization.

Fiscal Services Management Reorganizational Proposal, 2nd Reading

On behalf of Giacomini, Ali shared the proposed Fiscal Services management reorganization presented to Council members for a second reading. Fiscal Services is experiencing similar challenges with hiring and retention relating to compensation. This proposed reorganization outlines titles and compensation that align with the level of work that is needed. There was support from Council members to move forward with the proposed reorganization.

CSEA Job Description Review Update

Ali shared that Council member Glaser requested that an update on this project be shared with Consultation Council. Abe thanked him for making the suggestion.

Classified job descriptions are being reviewed outside of the JAQ process that is outlined in the contract. In particular are those job descriptions lowest on the salary schedule close to the minimum wage, and ladder classifications such as Department Assistant I, II and III that will be reviewed. The consultant will provide recommendations and any contractually related items will be negotiated. Ali indicated the process will continue into spring 2024.

Glaser thanked Ali for his accurate description of the process.

Wrap-Up / Future Topics

There were no future topics presented at this time.

Adjournment 2:17 p.m.