KCCD District Consultation Council Minutes
May 24, 2022
1:00-3:00pm | Virtual via Zoom

Members: Christian, Means, Giacomini, Rhoades, Dadabhoy, Hancock, Habib, Butler, Barrett, Johnson, Strobel, Crow, Mills, Simpkins, Mourtzanos; Serratt (staff).

May 23, 2022 – June 19, 2022
Consultation Council conducted the final agenda item by email. Administrative Procedures for Chapters 3, 4, 5 and 7, were reviewed and finalized during this timeframe, and implemented along with all previous approved Board Policies and Administrative Procedures on July 1, 2022. Kern CCD Board Policies & Procedures

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From: Jennifer Serratt <jserratt@kccd.edu>
Sent: Friday, May 23, 4:26 PM
To: Consultation Council

From Chancellor Christian:

Consultation Council Members:
There are no topics for discussion at this point except for the
remaining Administrative Procedures (APs). We do need to complete this first iteration of the updated Administrative Procedures as they align with the approved Board Policies that will go live on July 1, 2022.

There are four documents attached:

1. Board and Procedure Review Cycle
2. Kern CCD Administrative Procedures Vetting Process
3. Kern CCD Chapter 5 APs
4. Kern CCD Chapter 7 APs

Vice Chancellor John Means, working with Suzanne Galindo, has prepared the attached Kern CCD Administrative Procedures Vetting Process document organizing the chapters that have been reviewed. Suzanne created the document that shows the upcoming Board Policy and Procedure review cycle which is attached.

Also attached are the APs for Chapters 5, Student Services, and Chapter 7, Human Resources. To give you sufficient time to review it, I would like to reschedule the May 24th meeting to Tuesday, June 7th at 1:00pm. Questions or feedback on these two sections can be sent to John Means and Suzanne Galindo.

I ask that you review the procedures from a "this can work for now" framework since we will pick up the review cycle again in the fall.
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From: Jennifer Serratt <jserratt@kccd.edu>
Sent: Friday, May 27, 2022 8:09 PM
To: Consultation Council
Subject: Update re: Administrative Procedures for Consultation Council

Hello Consultation Council -
In the email from Chancellor Christian this past Monday, you received Administrative Procedures for Chapters 5 and Chapter 7 to review along with the Board and Procedure Review Cycle and Kern CCD Administrative Procedures Vetting Process.

Since Monday John Means and Suzanne Galindo received input from the Vice Presidents and have prepared updated Administrative Procedures within Chapter 4 and two sections within Chapter 7 that I have attached to this email. The four attachments are:

1. KCCD Chapter 4 Administrative Procedures 4010-4226
2. KCCD Chapter 4 Administrative Procedures 4227-4610
3. KCCD Chapter 7 Administrative Procedure 7120
4. KCCD Chapter 7 Administrative Procedure 7211

In these documents, updates that were provided either by the Vice Presidents or the Academic Senate Presidents are shown in blue font.
Please do keep in mind Chancellor Christian's email from Monday asking that you review the procedures from a "this can work for now" framework since we will begin reviewing again in the fall.

John will make himself available to answer questions you may have. In fact, I believe he is planning a meeting with the Academic Senate Presidents early next week.

Have a great weekend,
Jennifer

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From: r Serratt <jserratt@kccd.edu>
Sent: Friday, June 3, 2022 8:59 PM
To: Consultation Council
Subject: Update re: Administrative Procedures for Consultation Council

Hello Consultation Council:
Chancellor Christian asked me to provide you an update on the Administrative Procedures with the email below from Vice Chancellor John Means. As a reminder, you received Chapter 5 and Chapter 7 Administrative Procedures on May 23rd, and Chapter 4 Administrative Procedures on May 27th. Vice Chancellor Means met with the Vice Presidents throughout the week of May 23rd and then with the Academic Senate Presidents on June 1st. With all the input received now incorporated, the final versions of

the Chapter 4, Chapter 5 and Chapter 7 Administrative Procedures are complete and ready to be implemented with the Board Policies on July 1, 2022.

Attached are the final versions of Chapter 4, Chapter 5 and Chapter 7 Administrative Procedures with the most recent input shown in blue font.

Given that there are no other topics for Consultation Council we are thinking that instead of meeting on June 7th we can complete the vetting process with your vote to me via email by end of the day on the 7th.

Thank you,
Jennifer

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From: Jennifer Serratt <jserratt@kccd.edu>
Sent: Thursday, June 9, 2022 6:41 PM
To: Consultation Council
Subject: Please reply: Chapter 3 Administrative Procedures

Hello Consultation Council:
Vice Chancellor Means provided with his email below the final version of the Chapter 3 Administrative Procedures, and I've attached them to this email as well.
If you could provide a response on this last item, then we should be set for the summer. I've changed the subject line of this email to reflect Chapter 3 Administrative Procedures, so if you could reply to me with your vote by 5:00p.m. on Tuesday, June 14th that would be great.

Thank you,
Jennifer

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From: Jennifer Serratt <jserratt@kccd.edu>
Sent: Sunday, June 19, 2022 12:14 PM
To: Consultation Council
Subject: Voting Complete: Chapter 3 Administrative Procedures

Hello, Consultation Council:
Thank you for your responses in support of moving forward with the Chapter 3 Administrative Procedures. This concludes our voting process at this time.

Wishing you a great relaxing summer.

Jennifer