



KCCD District Consultation Council Minutes

August 24, 2021 – Special Meeting

1:00-3:00pm | Virtual via Zoom

Members Present: Christian, Crow, Strobel, Simpkins, Mills, Butler, Johnson, Barrett, Rhoades, Harmon, Mourtzanos, Moser, Means, Grubbs, Dadabhoy, Habib, Hancock, Knox

Approval of Minutes

A motion was made Crow and seconded by Johnson to approve the minutes of the [August 3, 2021](#) meeting as presented. Motion carried unanimously.

Chancellor's Report

Christian referred the Council to her written report posted to the website and highlighted the following:

- Emerging issue with possible fraudulent enrollments drawing on financial aid. The US Department of Education has indicated there are thousands of cases nationwide. A districtwide team including Institutional Research and Financial Aid have partnered to develop verification procedures to mitigate the issue at KCCD.
- COVID Protocols: Each individual case may not be reflected in the MOUs or the Q&A posted to the website; however we are committed to finding solutions that will work for our students and employees. Individuals should contact their supervisor, human resources department, one of the Vice Chancellor's or the Chancellor's office if needed so we can find customized solutions that will work for all parties.
- Board Meeting, September 9th will include a presentation from Interim CFO, Arlitha Harmon, on the proposed adopted budget, a verbal report from the Board's DEI subcommittee as well a presentation recognizing Emeritus recipients.

COVID-19 Protocols Update

Rhoades reviewed the [KCCD Coronavirus Update Website](#), the college and district COVID-19 teams and shared two documents posted to the website for quick reference:

- [KCCD Q&A for Vaccine Requirement](#)
- [KCCD COVID-19 Response Team Roster](#)

Council members were encouraged to become familiar with and refer others to the [KCCD Coronavirus Update Website](#) for the latest information including use the Campus Pass App, visitors reporting to college and district properties for meetings, sports and/or community events, and those wanting to submit proof of vaccination, or submit medical/religious exemptions. Students and employees are encouraged to reach out to the COVID-19 team members with any questions.

Budget Update

Harmon shared and reviewed two documents posted to the website noting the proposed adopted budget reflects a change in the COLA from 2% to 4%, negotiated salaries increases, and the PERS increase of 1%.

- [2021-22 Adopted Budget Summary](#)
- [2021-22 Adopted Budget Allocation v4](#)

Harmon noted the District Wide Budget Committee will meet on September 3 to review an update to the budget allocation model and handbook. Additionally, Harmon noted the updated Board Policy Chapter 6 (currently Section 3) will move forward this year adopting CCLC language.

President's Plans

Hancock provided an overview on behalf of the three college presidents outlining how the colleges are addressing enrollment as we continue to move students forward. Hancock noted that the three presidents came together with teams to develop initial targets and tactics which were also presented to the Board on August 12th. Reports from all three college presidents are posted to the committee webpage.

- [BC President Plan: Setting SCFF College Targets](#)
- [CC President Plan: Setting SCFF College Targets](#)
- [PC President Plan: Setting SCFF College Targets](#)

Hancock noted that as data continues to become available over the coming months, the tactics will be evaluated and revised, developing realistic targets that will also allow for growth.

Harmon then reviewed the posted the [Enrollment and Student Success with Equity - Transitional Personnel](#) document posted to the website, noting this districtwide team is fiscally smart leveraging in-house talent to really integrate campus individuals with the district team to ensure we are meeting the needs of the colleges.

This transition team includes:

- Budget Analyst (4): to support the colleges in improving SCFF outcomes and related to the regional CTE consortium work
- Interim Associate Vice Chancellor, Dual Enrollment: Steve Watkin
- Interim Associate Vice Chancellor, Education Technology Todd Coston
- CCCC VP reassignment, Enrollment: Heather Ostash
- CCCC VP reassignment, MIS Corey Marvin
- PC VP reassignment, CTE and EWD: Thad Russell
- PC VP reassignment, DEI: Primavera Arvizu
- Dean, EWD: related to the regional CTE consortium work
- Program Manager, Public Affairs: to support regional workforce and initiatives
- Faculty leadership: three leadership opportunities

Technology Investments

Moser and Mourtzanos reviewed the posted materials outlining a 2-3 year plan for technological improvements focusing in enrollments, student success and equity and enhancing districtwide operations. The posted document includes the implementation of DualEnoll, CRM Recruit, TouchNet and OKTA - SSO \ IDM.

KCCD AP 4237

Means presented Administrative Procedure 4237 for review. Following discussion, Vice Chancellor Means will meet with the Academic Senate presidents and others for further review and revision if needed and bring back to Consultation Council at a future meeting.