KCCD CCA Executive Council Meeting
March 23, 2020

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<u>Attendance</u>:

Rebecca Baird	Pam Boyles	Christian Parker	<u>Absent</u>:	<u>Guest</u>:
Justin Bell	Matt Crow	Ann Tatum	Neal Blaike	Isabel Stierle
Vanessa Bell	Jay Hargis	Dawn Ward	Patrick Bowers	
Mike Bonner	Shawn Newsom		Angelica Vasquez	
Patrick Bowers	Joe Slovacek		Laura Vasquez	

MINUTES

Meeting called to order at 1:02 p.m.

<u>President's Report</u>:

Matt asked everyone to review the timeline and calendar for upcoming elections (info provided by Isabel).

- Dawn motioned, Pam seconded, all approved the time line with the corrections discussed.
- Pam motioned, Justin seconded, all approved the renewal of Simply Voting for the coming academic year.
- Jay motioned, Pam seconded, all approved Isabel as the BC member of the Elections Committee: CC-Dawn, PC-Richard Goode, BC-Isabel Stierle, and Michael Bonner as Chair of the committee.

Matt noted that we will approve the minutes for 9 March 2020 at our next meeting.

Matt lead a discussion COVID-19 and others shared information about their campuses:

- BC, CC, and PC campuses and their sites have all basically gone virtual or will be by this weekend.
- The Inmate Scholars Program is going all paper, but this may change (Correctional facilities classify faculty as non-essential employees);

Matt announced that the CCA Conference Spring Conference has been cancelled and that the W.H.O. (We Honor our Own) Awards has been postponed, noting that paperwork for Gloria Dumler was submitted.

Matt asked Pam to send out the Mileage FAQ to the executive board for review; she will send it today.

<u>Closed Session</u> began at 1:42 p.m.

<u>Open Session</u> resumed at 2:12 p.m.

<u>College Reports</u>:

- **Bakersfield College** — Ann shared that a deep cleaning of the campus was taking place, faculty are reminded to do their best in the changes for the students
- **Cerro Coso College**— Joe said that more to add than what he shared earlier with the COVID-19: at this time, students are still able to use computers on campus and labs, but that ends this weekend.

- **Porterville College**— Jay shared that meeting students' needs is best done online at this time; follow the governor's orders and shelter in place; administration is taking everything seriously and has done well with ever-changing weeks; everyone . . . stay safe.

Treasurer's Report:

Sherie noted the following:
- Reimbursement for website given to Ayan for charge for renewal; need credit card on file for website but the KCCD/CCA does not have one; it is usually paid each year by check, but no invoice was received; cost was $300.00 for the year.
- Matt has mailed Sherrie the check for what was owed/due
- Mike now in charge of the website; Matt offered credit card for website if one is required to be on file; Gloria Dumler used to manage this; management of website includes ongoing maintenance, updated info, officers, etc… Mike will work on website once election process is over, and Justin has offered to provide assistance.

Membership Report:

Mike noted the following:

- List from Isabel notes 262 members, but the emailed excel spreadsheet that was sent out has 265 members listed. Everyone please check to see if you notice anyone who has retired who is still listed; also, if you notice anyone who has not been listed.
- Mike will send out an email about membership and signing up as mentioned previously. He will include in the email that he will be sending out a second email to verify current members who have provided email address in order to verify they are members, letting them know in that first email "if you don't receive the membership verification email please let representative know" so that they will be able to vote in our elections.

For the Good of the Order:

- Tip: Meeting with student(s) via Zoom— At the bottom left (by the "stop video"), there is an arrow for menu options. Click and it will give you the option to "choose virtual background." You can then modify the background so that the students do not see what is actually behind you. Some backgrounds may need a green screen. If you use a green screen, do not wear green! ;-)

Adjournment — Matt adjourned the meeting at 2:27p.m.

Next meeting is April 13, 2020, Monday, from 1 to 3 p.m.