

Meeting Minutes: KCCD CCA Executive Council
February 25, 2019, 1:00 - 3:00 p.m.

16 voting members--quorum is 8 (Tom Greenwood, Pam Boyles, Gloria Dumler, Sherie Burgess, Isabel Stierle, Joe Slovacek, Nick Strobel, Angelica Vasquez, Michael Harvath, Rebecca Baird, Ann Tatum, Jay Hargis, Dawn Ward, Ayan Hill, Robert Boyles, Shawn Newsom, and Laura Vasquez)

Present: Tom Greenwood, Pam Boyles, Isabel Stierle, Joe Slovacek, Nick Strobel, Angelica Vasquez, Michael Harvath, Rebecca Baird, Ann Tatum, Dawn Ward, Ayan Hill, Robert Boyles, Shawn Newsom, and Laura Vasquez

Absent: Gloria Dumler (resigned), Sherie Burgess, and Jay Hargis

AGENDA

Open Session:

- Meeting called to order at 1:06 p.m..
- Agenda additions (BC Counselors' Extra Day Hours, Ethics Point Presentation) and approval: Move to approve additions Isabel Stierle, 2nd Shawn Newsom. Additions approved.
- Approval of Minutes for February 11: Approved with following changes: removal of Closed Session details and clarification of "Jill" and "Dena" in Cerro Coso report. Move to approve minutes Pam Boyles, 2nd Isabel Stierle. Minutes approved.
- Note Taker for Remaining Meetings: Note Taker for this meeting is Ann Tatum.

Closed Session:

- Update on Negotiations — Tom/Ann
- Closed session entered at 1:10 p.m., completed at 1:12 p.m..

Open Session:

College Reports:

- **Bakersfield College** — Isabel provided the following report:
BC Chair Report Feb. 25, 2019
 - 1) The spring CCA social is planned for Friday, Mar. 15, 2019, 4-7PM. Each CCA member is invited and encouraged to invite a non-member for both to be eligible for entering a raffle.
 - 2) The agreement for the SW location has been approved as a co-location with CSUB by the Board of Trustees. This results in 2 contracts
 - a. Continue at the current location until summer of 2019
 - b. Have modular units starting in Fall 2019 at the new location until the new 60,000 sq ft building is completed.
 - 3) Early College was launched last week in McFarland. This is a program that gives high school students the ability to get their college education while they are in high school.
 - a. <https://www.bakersfieldcollege.edu/earlycollege>
 - 4) As part of the BGS&A Distinguished Speaker series, Clemantine Wamariya will speak this Thursday, Feb. 28 at 10am, 2pm, and 7pm in the Levan Center. She fled the Rwandan massacre

in 1994 and was able to migrate to the US. She has earned a BA from Yale University. This is part of the African-American Initiative and BC Women's History and Awareness Month.

5) BC received commendations for Accreditation.

- **Cerro Coso College— Joe**

Joe reported that there had been an instructor at Cerro Coso who felt threatened by a student. Management was notified, but there has not yet been any follow up. The student just dropped the class today.

- **Porterville College — Jay: No report**

Treasurer's Report – Sherie: No report

Grievance Update — Mike

- The part-time mileage grievance is in progress. District has another week to respond. Dawn noted there is another adjunct at Cerro Coso who would like to file a grievance for the same issues.
- More on Counselors' Extra Day Hours below.
- Reminder that the Grievance Round Table/group call is Monday 3/4.

Membership –Ayan

- All is well: Applications come in and are sent off, membership cards delivered.

Elections Update –Ayan

- Election timeline presented:
 - 3/11: Last day to become a member to be eligible to vote
 - 3/26: Notice of election to faculty
 - 4/8: Deadline to declare candidacy
 - 4/9: Ballots go out
 - 4/10 and 4/11: Voting
 - 4/12: End of election
- Moved to approve timeline Nick Strobel, 2nd Isabel Stierle. Timeline approved.

BC Counselors' Extra Day Hours

- Counselors' Extra Day Hours have been 7 hours per day, as per past practice (documented by a 2015 email from then-dean Paul Beckworth). Recently the form was altered by the current dean (Grace Commiso) to require 8 hours per extra day. When asked why, counselors were told it was in the contract; however, that does not appear to be the case.
- Asking about the practices at the other two campuses, Ann Marie found that Porterville College requires 7 hours. Joe later emailed to add that at Cerro Coso, extra days are no different than regular days as far as hours worked.
- The counseling department will first ask the dean to explain what part of the contract she is using to justify the change. Next steps will be determined based on the response.

Catastrophic Leave Bank Update – Tom

- Final numbers are in: 111 full-time faculty members donated a total of 207 days. 15 adjuncts donated for a total of 199 hours.

Financial Consultants – Tom

- Some financial consultants want to work with the union to advise faculty on retirement. Tom is going to contact Michelle Johnson to see if the group has contacted her office.

CCA Spring Conference – Tom

- Shawn and Laura are interested in attending.

Ethics Point Presentation

Tonya Davis and Joe Scruggs came from District HR to discuss Ethics Point and answer questions. Some highlights:

- Ethics Point is a web-based platform for complaints. There are no restrictions on who can complain or what kind of complaints may be made via the platform.
- Initially, all complaints were handled the same: outside investigation. This, however, is not always the most appropriate method, so HR has been looking at the complaints and sending them where they need to go according to district procedures.
- Complaints of discrimination, harassment, or Title IX violations are handled by HR. All other complaints have various procedures they must go through (for example, student complaints against teachers).
- District HR can communicate with the person filing the complaint via Ethics Point, even if the person chooses to remain anonymous. Anonymous complaints must be investigated, but they are difficult to complete successfully.
- Outside investigations happen depending on complexity and circumstances (special expertise is needed, there is an appearance of conflict of interest, etc.). The district varies who it uses to preserve objectivity.
- The respondent will be informed about the complaint, but he or she will not be able to see the complaint. HR cannot guarantee complete confidentiality, but they do have a zero-tolerance policy toward retaliation. If a complainant believes there has been retaliation, he or she should contact district HR.
- Once the investigation is completed, HR presents its administrative determination (whether or not the complaint—or any part of the complaint—valid). Board policy states that the President of the employee's campus determines discipline.
- All complaints receive a written response and become part of a digital record for follow-up if needed.

WHO Award – Tom

- March 22nd is the deadline for nominations.

Adjournment — Tom

- Meeting adjourned at 2:40 p.m.