

What's New

at the
District
Office

KERN COMMUNITY COLLEGE DISTRICT

FEBRUARY 2018

MEASURE G & J BOND PROGRAMS

Investment in Cloud Technology

Cognos: The Invisible Improvement

Spring Semester Brings Growth!



Contents

Message from the Chancellor. 3
Information Technology. 4
Human Resources. 6
Construction and Facilities Planning. 8
General Counsel. 10
Institutional Research & Reporting. 12
21st Century Research Center. 14



Our goal is to provide outstanding educational programs and services to our diverse students and communities.

Greetings and Happy New Year

**Thomas Burke
Chancellor
Kern Community
College District**

As we find ourselves in the midst of the 2018 Year and Spring Semester, I'd like to take this opportunity to express my thanks to everyone in the Kern Community College District for their unfailing support and encouragement during my first year as Chancellor. Even though I had been part of the administrative staff for many years, there was much to learn during the transition.

I'm so appreciative of the ongoing support and teamwork that you have offered to me as I've adjusted to this new role. I am continually amazed and impressed by the excellent personnel we have in our KCCD office, as well as the faculty, staff, and administrators in each of our college campuses.

To further our goal of providing outstanding educational programs and services to our diverse students and communities, we are developing a new communication tool. This quarterly newsletter will serve to keep you up-to-

date on what is happening at the District Office; to share pertinent information and news from local, state and national sources; and to provide a regular platform that enables us to keep you informed about all the amazing things that are happening throughout the Kern Community College District.

The purpose of this newsletter will be to have open, interactive communication between those of us in the District Office and the faculty, staff, and other interested parties of the colleges we serve: Bakersfield College, Cerro Coso Community College, and Porterville College. We would appreciate any positive input about what kind of information you would like included or details you would like to know.

Please share your stories, successes, and questions! Be a catalyst for improving our district, because ultimately our students and communities will be better served when we all work together!

Wishing you all the best for 2018 and beyond.





Information Technology

Gary Moser
Chief Information Officer
Information Technology

Technology Advisory Group

This past year we have worked with our district wide process to implement an IT advisory group to provide guidance for technology matters. This process provides an environment where planning, investment, and priority setting is transparent and coordinated. In doing so, we can bring IT into a district wide view—supported by clear governance processes, policies, mandates and district-wide perspectives on IT strategy, priorities and associated investments. Your college IT Directors have been instrumental in creating these processes.

“Cloud” First Solutions

The goal: move from a maintenance to a service IT organization. Our Cloud First strategy focuses limited IT resources on delivering the most business value to the District. Using cloud services frees up staff to focus on developing\supporting technical solutions in a customer centric environment. Many application services, public cloud offerings deliver greater capabilities than traditional application suites. This is a significant moment in technology history—cloud allows focuses on customer needs instead of maintenance and we need to be at the forefront of this evolution.

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Technology Security

We are doing a combination of weekly and monthly scans of our network to identify potential security issues and working with the campus to fix them. New software allows easier detection\response to security incidents. It tells us what programs\commands were used, changes made, and if it affected any other computers. This shortens response times from days to minutes allowing us to take proactive action.

providing on-the-ground IT support. Finally, Kenny Taylor (WAN Engineer) KCCD sites interconnected and accessible.

For 2018, investment in Cloud technologies such as Amazon Web Services (AWS) and Microsoft Office 365 (O365) will transform how we deliver key IT services.

IT Reporting Team Updates

We’ve completed a multi-year process of changing our reporting platform from Discoverer (no longer supported by Oracle) to Cognos. This has been a huge undertaking for the IT and IR teams. Our Data Warehouse Administrator has left and Marsha Evans has agreed to step up in his absence until we can complete the hiring process. For any requests, please send them to Marsha Evans and copy Dave Barnett.

IT Infrastructure Updates

Installed a backup 10Gbit Internet connection replacing the 1Gbit backup Internet connection for seamless fail-over for Internet access in the event the primary connection fails. Expanding District Wide Wi-Fi services, replacing older equipment and adding new equipment. A Disaster Recovery site for Banner and related systems is setup at Porterville College. In the Telecommunications area, we have been working to test various Emergency Communications technologies district wide.

New team members: Hernando Mondragon (IT Customer Support manager), Justin Wallace (Systems Support Specialist I)

Banner 9 Upgrade

As you’ve probably heard, we’re moving to Banner 9. While the underlying data and processes remain mostly unchanged, it’s received a significant face lift. A test environment for Banner 9 was provided this August so people could begin to get acquainted with the new look and feel and we completed a round of week-long training for each module in December.

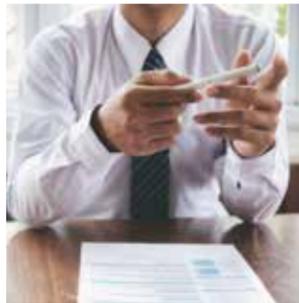
Email comments: ifedback@kccd.edu
 Projects: <http://it.kccd.edu>



The Human Resources Team is committed to assisting the colleges and district office staff in any way we can.

Human Resources Division

Tonya Davis
Vice Chancellor
Human Resources



The Human Resources Division welcomed several new team members as we began the 2017-2018 school year. Tonya Davis, Vice Chancellor; Anna Gonzalez, Human Resources Specialist, and Gina Banducci, Benefits Specialist joined the District Office. Amalia Calderon, Human Resources Technician and Heather Barajas, Department Assistant III began working at the Bakersfield College HR Office.

The Division has been, and will continue, working diligently on migrating to a E-Human Resources environment and ensuring that policies and procedures are applied consistently throughout the district. The entire division including Human Resources, Payroll, Benefits and Workers' Compensation is committed to fostering a customer-centric service mindset and increasing internal efficiencies.

The on boarding process in any organization is extremely important to its' success. An effective on boarding process ensures that employees are acclimated to the culture and expectations of the organization from day one and sets them on a path to success immediately. One of the projects we are finalizing now will transition a portion

of our on boarding process to an electronic format using the PeopleAdmin program that we currently use for recruitment. This enhancement will allow new employees to integrate much faster into the District by signing new hire paperwork electronically so their first day of work is spent where it matters most!

The position requisition process ensures workforce planning and appropriate budget allocation by coordinating information from the hiring department to Human Resources and Business Services. The position requisition process is currently being converted to an electronic process. This project will allow new and replacement positions to be requested and approved much faster which will translate into enhanced processing time when filling vacancies across the district.

The Human Resources Team is committed to assisting the colleges and district office staff in any way we can. Please contact us if you need anything and we will gladly help you.



Construction and Facilities Planning Department

Eric Mittlestead
Vice Chancellor
Construction and
Facilities Planning



Departmental Services

The purpose of the Construction and Facilities Planning Unit is to (1) support the Colleges in their facilities planning, construction and maintenance efforts by providing expert advice and guidance; (2) oversee and administer Measure G, Measure J and other construction projects throughout the District; (3) to comply with all California Community College Chancellors Office required plans and programs, such as the annual Space Inventory Plan, the Scheduled Maintenance Five Year Plan and update of Scheduled Maintenance Project Funding Proposals, the Instructional Equipment Five Year Plan, the Annual Energy Calculator, the Five Year Construction Plan including Initial Project Proposals and Final Project Proposals, and the Proposition 39 energy program; (4) to stretch local dollars by maximizing and leveraging State and other external funding sources and; (5) to ensure construction activities are in compliance with local, state and federal laws.

2017 Activities and Accomplishments

In 2017, the department started the implementation of the \$502 Million Measure



J Bond program. A pool of architects was created to design construction projects for the next 10 years and AECOM/Parsons was selected to provide program management services for Measure J. The Measure J plan is currently being programmed by AECOM/Parsons.

All California Community College Chancellors Office required plans were submitted on time and were approved.

During the last fiscal year, 14 projects were closed out with an average 1.91% change order rate compared to an industry standard of 7%.

The department launched a new software program that houses all building floorplans, space inventory, capital projects as well as other construction projects funded by various fund sources.

Daniel Stewart was hired as a Project Manager to assist in managing the growing number of construction projects.

2018 Activities Planned

In 2018, commencing implementation of the Measure J bond program is expected and several capital outlay projects will start the design drawings phase.

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As an institution of higher education in the state of California, the district is engaged in a highly regulated activity in a highly regulated state.

counsel who are retained to represent or advise the district. In a typical day our office might meet with Human Resources regarding an employee issue, advise the Chancellor's assistant on a governance issue such as the open meetings law (Brown Act) or a public records request, consult with one of the colleges regarding a student discipline matter or complaint and meet with outside counsel representing the district in a personal injury claim or construction matter. The General Counsel's office is also responsible

for the overall direction of the district's risk assessment and management program. The General Counsel's office consists of executive assistant Suzanne Galindo, Executive Director of Risk Assessment and Management Joe Grubbs and General Counsel Chris Hine. The constantly changing legal environment and the variety and diversity of our students, employees and community provide us with challenges on a daily basis. We can honestly say that even though we are sometimes frustrated, we

are never bored. And fortunately, we are constantly reminded that the district is engaged in important and rewarding activities to serve our students and the community.



General Counsel

Christopher W. Hine
General Counsel

Since becoming KCCD General Counsel in January 2013 I have been asked on several occasions why the district needs its own legal counsel. The concise answer that is that, as an institution of higher education in the state of California, the district is engaged in a highly regulated activity in a highly regulated state. The operations of the district are specifically governed by the provisions of the California Education Code, the Government Code, the Public Contracts Code, the Labor Code and the Penal Code. In addition, the district is governed by Title 5 and Title 2 of the California

Code of Regulations. The district is also governed by a number of provisions of federal law including Title IX (which prohibits sex discrimination in education), FERPA (governing student records) and the Americans with Disabilities Act.

The primary responsibility of the General Counsel's office is to advise the Board of Trustees, the district administration and the administration of the colleges regarding compliance with federal and state law and board policy and procedure. The General Counsel's office also represents the district in legal proceedings as well as working with outside

Business Services

Deborah Martin
Interim Chief Executive Officer
Business Services



Business Services is very busy with new staffing and the training associated with hiring new staff. We would like to welcome new employees Priscilla Rodriguez, Accounting Tech II, and Tracy Blakemore, Accounting Manager. Priscilla started with KCCD on November 29th, and Tracy just came on board January 10th.

In December we completed the annual district-wide audit with the external auditors. This is always a busy time for the accounting staff, and would like to thank Carlene Feichter and all her staff for a job well done. In the next few months, Carlene and her staff will be working on

the Measure G and Measure J audits and the OPEB audit, and the college business offices will be working on the Foundation audits.

Budget season is upon us! The district office will be working diligently with all the colleges to create and compile the 2018-19 tentative budget, which is taken to the Board for approval in June. We appreciate your support by timely submitting your department budget information.

Institutional Research & Reporting

Michael Carley
Interim Director
Institutional Research
& Reporting

Students who take 15 or more units in their first term are more successful on almost every metric.



The KCCD institutional research function has undergone many changes recently, both at the district office and at the colleges. Lisa Fitzgerald, our Director of Institutional Research & Reporting over the past several years, retired in September. In addition, we moved recently from a centralized research function to a hybrid model with researchers both at the district office and at the colleges. We have worked to define roles so that standards are maintained, the same definitions are used, and efficiency is maximized.

Much of our team across the district is new. With increasing demands for student success data and analysis and new sources of funding, we have been able to expand. Until recently, we never had more than five people in IR; we currently have nine, with a number of hires in the works. Of the nine people currently working in IR, six started with KCCD in the last year.

A quick summary is provided in below:

District Office

- Director, Institutional Research & Reporting
- Associate Director, Institutional Research & Reporting (vacant)
- 3 Research Analysts



- 1 possible CTE Research Analyst

Bakersfield College

- Dean of Institutional Effectiveness
- College Institutional Researcher (currently recruiting)
- 3 Research Analysts
- 1 Professional Expert

Cerro Coso Community College

- College Institutional Researcher
- 1 Research Analyst (currently recruiting)

Porterville College

- College Institutional Researcher
- 1 Research Analyst (currently recruiting)

At the district office, the research and reporting function focuses most on student success data and reporting that is common across the district. Major projects include state and federal reporting, planning data, Common Measures for college and district strategic planning, program review summary data for instructional and student services programs, district-wide surveys, and student success summary data, including the Elements of Student Success, which provides breakdowns of several



success metric by a variety of student characteristics.

The annual Student Success Scorecard report was presented to the Board of Trustees at the November meeting. Both locally and statewide, there is disappointment that the key metric—student completion—has not improved in recent years. There were, however, positive signs in the momentum points key to improvement, such as completion of basic skills coursework and completion of transfer level English and math. We expect these to move the needle on the completion rate in the upcoming years.

Featured Project

Our biggest project in recent months is one invisible to most employees and students: the transition from Oracle Discoverer as our software for reporting to Cognos.

Oracle Discoverer has not been supported since July 2017 and was taken offline in December. Given the large number of reports that were available in Discoverer, this has been a large task. By the end of the year, we had converted at least 60 reports from Discoverer to Cognos, with at least that many still left to go. Some will appear differently in Cognos, so ask questions if you have them.

We appreciate the patience people have shown during this transition. The good news is that Cognos has many features Discoverer did not, including the capacity to combine multiple data sources into the same report, a function to schedule and email reports to groups of people, and the opportunity to “burst” large numbers of reports as PDFs, such as instructional program review data. We

are still exploring these functions, so expect to hear more as we learn more.

We have had Cognos training sessions at all three colleges and will soon have a video available for those who have been unable to attend the training or need a refresher.

Other departments are also busy creating new reports in Cognos, including in Finance and Human Resources.

Did You Know

A few little tidbits from one of our biggest projects: Elements of Student Success.

- You have probably heard that it is important to attend full-time, but even for those doing so, the number of units matter. Students who take 15 or more units in their first term are more successful on almost every metric than those who take 12-14.9. On the key measure

of completion (earning a degree or certificate or transfer) students at Bakersfield College and Cerro Coso Community College who took 15 or more units were about twice as likely to complete as those who took 12-14.9. At Porterville College, the difference was also substantial, about 50% more likely.

- Which courses students take also matters. At all three colleges, taking English and math in the first term is associated with an increased likelihood of success; those who do so complete at about double the rate of those who do not take those courses in their first year.
- One more way to double your chances of success: complete all four elements of matriculation: assessment, orientation, seeing a counselor, and completing a student education plan.

These workers have helped make Kern County the renewable capital of the United States.

21st Century Energy Center

John Means
Vice Chancellor
Education Services

The Kern Community College District's 21st Century Energy Center was selected for the 2017 Leadership Award for Student Engagement from the Green Schools and Community Colleges Summit. Training Manager Bill Elliott accepted the award on behalf of the Kern Community College District November 28th, 2017 at a ceremony in Pasadena.

The District's 21st Century Energy Center was formed in 2009 with the goal of training individuals to work building utility-scale solar and wind projects in Kern County. The Center, located at the Weill Institute, has trained more than 1,000 individuals to work in the Construction, Energy efficiency, Solar and Wind energy industries. These workers have helped to make Kern County the renewable energy capital of the United States. As part of the training, students assist in the installation of rooftop solar systems for low-income families through the center's partnership with Grid Alternatives. So far, over 20 families have been helped through this partnership.

The primary beneficiaries of the 21st Century Energy Center are unemployed and under-employed individuals seeking new skills and

employment in the construction and energy industries. The Center's benefits also extend to other residents of Bakersfield and Kern County. The Energy Center played a pivotal role in securing funding for four public charging stations for electric vehicles at the Weill Institute, and 30 high school and middle school teachers have received hands-on STEM curriculum modules for students to build and test their own scale model electric vehicles.

Generous support for the 21st Century Energy Center by Wells Fargo, Chevron and PG&E has allowed training to continue since grant funding ended in 2013. The Center has added Industrial Maintenance Mechanic training to its offerings to expand the employment prospects for trainees. To learn more about the 21st Century Energy Center visit: cleanenergyworkforce.com



The mission of the
Kern Community College District
is to provide outstanding
educational programs and services
that are responsive to our diverse
students and communities.