

WEST KERN COMMUNITY COLLEGE DISTRICT
AGENDA FOR REGULAR MEETING

June 12, 2024

Cougar Room
(Access Through the Library Entrance)
29 Cougar Court
Taft, California 93268

5:00 p.m.

A. Accessibility. In compliance with the Americans with Disabilities Act, if you need special assistance to access the meeting room or to otherwise participate in this meeting, including auxiliary aids or services, please contact Sarah Criss at (661) 763-7711. Notification at least 48 hours prior to the meeting will enable the Governing Board to make reasonable arrangements to ensure accessibility to the meeting.

B. Obtaining Public Records. A copy of the Board packet, including documents relating to any open session item are available to members of the public on the District website and also at the District Office. Any writings or documents that are public records and are provided to a majority of the Governing Board regarding an open session item on this agenda will be made available for public inspection in the District Office located at 29 Cougar Ct., Taft, California, during normal business hours. These documents will be made available to the public at the same time that they are made available to a majority of the Board.

C. Language Assistance. The District welcomes Spanish and other language speakers to Board meetings. Anyone planning to attend and needing an interpreter should call Sarah Criss at (661) 763-7711 forty-eight (48) hours in advance of the meeting so that arrangements can be made for an interpreter. El Distrito da la bienvenida a las personas de habla hispana a las juntas de la Mesa Directiva. Si planea asistir y necesita interpretacion llame al (661) 763-7711 (48) horas antes de la junta, para poder hacer arreglos de interpretacion.

D. Addressing the District Board. The Board encourages public participation and involvement. Community members will therefore have several opportunities to address the Board. However, please respect the Board's time and the need for efficient board meetings. The Board also requests that comments be respectful and professional.

1. **Agenda Items.** If you wish to address the Board on an agenda item, please do so when that item is called. Oral presentations will be limited to a maximum of five (5) minutes. Time limitations are at the discretion of the Board President.
2. **Non-Agenda Items.** Individuals have an opportunity to address the Board during the period set aside for Public Comment on Items of General Interest on topics within the subject matter jurisdiction of the Board **not** listed on the agenda. Oral presentations will be limited to a maximum of five (5) minutes, with a total of thirty (30) minutes designated for this portion of the agenda.

E. Questions for the Board. Individuals with questions on District issues may submit them in writing. The Board will refer such requests to the Superintendent, who will endeavor to respond to your questions after the meeting.

F. Placing issues on the Board Agenda. Items from the public pertaining directly to College business may be placed on the Board agenda by submitting the request in writing to the Office of the Superintendent. The proposed agenda item will be reviewed and placed, if appropriate, on the Board's agenda within a reasonable period of time. Please contact the Office of the Superintendent at (661) 763-7711 for further information.

1. CALL TO ORDER
2. PUBLIC COMMENT ON CLOSED SESSION ITEMS
3. ADJOURN TO CLOSED SESSION
 - A. Public Employee Performance Evaluations, Government Code Section 54957
 - B. Public Employee Discipline/Dismissal/Release/Complaint, Government Code Section 54957
 - C. Conference with Labor Negotiators (Government Code section 54957.6)
Agency Designated Representative: Superintendent/President
Employee Organizations: TC Faculty Association, CSEA Chapter #543 & Management/Supervisory/Classified Confidential Employees
 - D. Conference with Legal Counsel – Potential Litigation, Pursuant to Paragraph (4) of Subdivision (d) of Government Code Section 54956.9
 - E. Student Discipline and Other Confidential Student Matters, Education Code Sections 35146, 48900 et. Seq. and 48912(b)
4. RECONVENE IN OPEN SESSION; ANNOUNCE CLOSED SESSION ACTION
5. FLAG SALUTE
6. PUBLIC COMMENT ON OPEN SESSION AGENDA ITEMS
7. GENERAL COMMUNICATIONS
8. PRESENTATION – Associated Student Organization Activity Update
9. APPROVAL OF MINUTES – Regular Meeting Held May 8, 2024 and the Special Meeting Held May 8, 2024
10. NEW BUSINESS:
 - A. Request for Approval – 2024-25 West Kern Community College District Tentative Annual Budget
 - B. Request for Approval – Taft College Class of 2024 Hall of Fame Inductees
 - C. First Presentation – Agreement between the California School Employee Association Chapter #543 and WKCCD – Optional Workweek Configuration for Fall and Spring Semesters

- D. Second Reading and Request for Approval – Memorandum of Understanding between TCFA and WKCCD – Insurance Benefits
 - E. Second Reading and Request for Approval – Memorandum of Understanding between TCFA and WKCCD – Committee Membership Clarification
 - F. Second Reading and Request for Approval – Board Policy Revision
BP #6250 Budget Management
 - G. First Reading – Board Policy Revisions
BP #2010 Board Membership
BP #2100 Board Elections
 - H. First Reading – Board Policy Revision
BP #3420 Equal Employment Opportunity
11. CONSENT AGENDA (Items A – PP)
- A. Request for Approval – Residence Hall Fees for Emergency Housing, Summer Session, and Winter Session for Academic Year 2024-2025
 - B. Request for Approval – Distance Education Course Approval
Allied Health/Applied Technology
KINE 1530 Women in Sport
- Business, Arts, Humanities Division
- SPAN 1501 Spanish for Healthcare Professionals
 - BSAD 2220 Introduction to Financial Accounting
 - BSAD 2221 Introduction to Managerial Accounting
 - BUSN 2275 Business Law
 - ART 1650 Watercolor Painting
 - ART 1800 Introduction to Digital Art
 - ART 1820 Computer Imaging: Adobe Photoshop
 - ART 2010 Introduction to Printmaking
 - ART 1500 Art Appreciation
 - ART 1625 Color Theory
 - ART 1640 Painting
 - BUSN 1500 Introduction to Business
 - COMM 1507 Small Group Communication
 - COMM 1511 Public Speaking

C. Request for Approval – New Programs

Allied Health/Applied Technology Division

Certificate of Achievement: Administrative Medical Assisting

Certificate of Achievement: Clinical Medical Assisting

Certificate of Achievement: Administrative and Clinical Medical Assisting

Certificate of Achievement: Paramedic

D. Request for Approval: Course Revisions

Learning Support Division

LRSK 0250 Improving Study Skills Strategies with Technology

RECR 1510 Introduction to Recreation and Leisure Service

TUTR 0260 Supervised Tutoring

STSU 1500 Strategies for College and Life Management

DS 1504 Cultural Competency Towards Disabilities

Social Science Division

PSYC 2205 Introduction to Research Methods in the Social Sciences

ADMJ 1501 Introduction to Criminal Justice

ETHN 1510 Introduction to Ethnic Studies

HIST 2202 Western Civilization to 1600

HIST 2204 Western Civilization from 1600

HIST 2210 World Civilization to 1500

HIST 2212 World Civilization from 1500

HIST 2216 History of Latin America

HIST 2231 History of the United States to 1877

HIST 2230 Woman in American History from Indigenous America to the Present

HIST 2232 History of the United States from 1877

HIST 2270 California History

HIST 2280 Survey of American Ethnic History

POSC 1501 Government

SOC 2120 American Social Problems

SOC 2038 Gender Studies

Math and Science Division

BIOL 2370 Nutrition Science

CHEM 1520 Introduction to Organic and Biochemistry

GEOG 1520 World Regional Geography

MATH 1500 Math for a Modern Society

PHYS 2221 General Physics (Calculus)

PSCI 1520 Introduction to Physical Science Lecture and Laboratory

CHEM 1510 Introduction to College Chemistry

CHEM 2211 General Chemistry I
CHEM 2212 General Chemistry II
COSC 1545 Programming Concepts and Methods II with Lab

Business, Arts and Humanities Division

ART 1610 Three-Dimensional Design
ART 1800 Introduction to Digital Art
ART 2010 Introduction to Printmaking
ART 1820 Computer Imaging: Adobe Photoshop
ART 1650 Watercolor Painting
DRAM 1510 Introduction to Theatre
COMM 1510 Introduction to Mass Communications

Allied Health/Applied Technology Division

WELD 1500 Welding Processes
WELD 1510 Shielded Metal Arc Welding (SMAW)
WELD 1520 Gas Metal Arc Welding (GMAW) and Flux Core Arc Welding
WELD 1530 Gas Tungsten Arc Welding (GTAW)
WELD 1540 Pipe Welding
WELD 1560 Blueprint Reading

E. Request for Approval – Course Revisions

Business, Arts and Humanities Division

SPAN 1501 Spanish for Healthcare Professionals
BSAD 2220 Introduction to Financial Accounting
BSAD 2221 Introduction to Managerial Accounting
BUSN 2275 Business Law
COMM 1507 Small Group Communication
COMM 1511 Public Speaking

F. Request for Approval – New Courses

English Division

ENGL 1502 Composition and Reading for Multilingual Students

Allied Health/Applied Technology Division

HLED 1600 Paramedic I
HLED 1601 Paramedic I Laboratory
HLED 1602 Advanced Paramedic
MEDA 1101 Introduction to Health Careers
MEDA 1102 Communication in Healthcare
MEDA 1103 Medical Law, Ethics, and IT Security
MEDA 1104 Electronic Health Record

MEDA 1105 Medical Office Procedures
MEDA 1106 Basic Medical Insurance and Billing
MEDA 1107 Basic ICD and CPT Coding
MEDA 1108 Medication Administration for Medical Assisting
MEDA 1109 Clinical Medical Assisting with Laboratory I
MEDA 1110 Clinical Medical Assisting II with Laboratory
MEDA 1201 Administrative Medical Assistant Externship
MEDA 1301 Clinical Medical Assistant Externship

Social Science Division

POSC 1513 Political Science Work Experience

- G. Information Item – CCFS-311Q for the 3rd Quarter ended March 31, 2024
- H. Request for Approval – Dual Enrollment MOU Non-CCAP Santa Maria Joint Unified HSD 2024-2025
- I. Request for Approval – Dual Enrollment MOU Non-CCAP Santa Ynez Valley Union HSD 2024-2025
- J. Request for Approval – Dual Enrollment MOU Non-CCAP Orcutt Union SD 2024-2025
- K. Request for Approval – Dual Enrollment MOU Non-CCAP Lompoc Unified School District 2024-2025
- L. Request for Approval – Dual Enrollment MOU CCAP with Taft Union HSD 2024-2027
- M. Request for Approval – Dual Enrollment MOU Non-CCAP with Taft Union HSD 2024-2025
- N. Request for Ratification – Memorandum of Understanding between Allan Hancock Joint Community College District (AHJCCD) and WKCCD Dual Enrollment 2024-2025
- O. Request for Ratification – Memorandum of Understanding for Participation in the Central Valley Math Bridge Project: 1/1/24 – 12/31/27
- P. Request for Approval – 2024-2025 Contract Education Agreement between WESTEC and WKCCD; 7/1/24 – 6/30/25; 300-400 FTEs per Year

- Q. Request for Ratification – Adoption of Rules and Regulations Relating to the WKCCD Student Trustee; 6/1/24 – 5/31/25
- R. Request for Approval – CampusLogic Subscription Order; Fee Scheduled Outlined in Agreement; 10/1/24 – 9/30/29
- S. Request for Approval – Agreement between Kern County Superintendent of Schools (KCSOS) and WKCCD for the Early Care, Education and Family Studies (ECEFS) Program; 7/1/24 – 6/30/25
- T. Request for Approval – Refurbish and Purchase of X-Ray Trainers; Total Cost is \$36,664.26
- U. Request for Approval – Purchase of Welding Campus Forklift; \$31,159.00
- V. Request for Approval – Purchase of RDH Hygiene Handpieces; \$19,570.91
- W. Request for Approval – MESA July Field Trip at UC Davis: Agreement for Use of UC Davis; Total Cost of \$7,947.00
- X. Request for Approval – MESA July Field Trip at UC Davis: Conference Housing and Dining Services Agreement; 7/15/24 – 7/19/24
- Y. Request for Approval – MESA July Field Trip at UC Davis: Conference 60-Day Guarantee; \$4,072.00
- Z. Request for Approval – Transfer of Funds to the Capital Outlay Projects Fund; \$3,000,000.00
- AA. Request for Approval – Amendment #1 to 2023-2026 Property and Casualty Claims Administration Services Agreement; Fees Updated in Amendment; 7/1/24 – 6/30/25
- BB. Request for Approval – Firewall Management Center Replacement, AMS.NET Quote #Q-00078605; \$31,417.11
- CC. Request for Ratification – Serban Sound & Communications MB523015 – Children’s Center Conference Room Audio/Video Equipment Relocation; \$18,462.11
- DD. Request for Approval – Computerland – Adobe Creative Cloud Renewal – Year 3 of 3; 8/26/24 – 8/25/25; \$16,425.00

EE. Request for Approval – Agreement with Total Compensation Systems, Inc. for Actuarial Services; 4/1/24 – 12/31/24; Not to Exceed \$11,100.00

FF. Request for Approval – Serban Sound & Communications MB#523015, Outdoor/Playground Audio/Video Cameras; \$5,360.48

GG. Request for Approval – Purchase of Lexicomp Software; 8/1/24 – 7/31/25; \$3,125.00

HH. Request for Approval – 2024-2025 District Business Office Systems Agreement – KCSOS AGT #25-134463; 7/1/24 – 6/30/25; Total Cost of \$7,748.00

II. Requests for Approval – Kern County Superintendent of Schools Service Provider Agreement for Professional Development 24-129794

JJ. Request for Approval – NetLink Loader (Pay Station Kiosk) Service Contract; 6/26/24 – 6/25/25; \$1,675.00

KK. Request for Approval – Independent Consultant Agreement with Terry Townsend; 7/1/24 – 6/30/25; \$100.00 per Hour Not to Exceed 60 Hours

LL. Request for Approval – Declaration of Surplus Personal Property and Authorization for Sale (Surplus Pallets)

MM. Request for Approval – Convergent Technologies Proposal for Systems Monitoring of the Welding Shop, Account 605SRE059F; Effective 4/10/24; \$500.00

NN. Request for Approval – CCS Disaster Recovery Services Annual Subscription Renewal 2024-2025; 7/1/24 – 6/30/25; \$3,420.00

OO. Ratification of the May 2024 Vendor Check & Purchase Order Registers

12. PUBLIC COMMENT ON ITEMS OF GENERAL INTEREST

13. EMPLOYMENT (Action)

A. Academic (Appendix I)

B. Classified/Confidential/Management Employment (Appendix II)

C. Separations (Appendix III)

14. REPORTS:

A. Financial Reports (For Information)

1. Revenue Accounts (Account Level 1) FY 2023/24
 2. Expenditure Accounts (Account Level 1) FY 2023/24
 3. Expenditure Detail of \$10,000.00 or Greater, May 2024
 4. Student Organization and Special Accounts, May 2024
 5. Funds Deposited in County Treasury, May 2024
 6. Employee Travel Report – May 2024
- B. Trustee Reports
 - C. Academic Senate Report
 - D. Reports from Staff and Student Organizations
15. REPORT OF THE SUPERINTENDENT/PRESIDENT
16. NEXT MEETING DATE
The next regular meeting is tentatively scheduled for Wednesday, July 10, 2024,
at 5:00 p.m.
17. CONTINUATION OF CLOSED SESSION (If Necessary)
18. ADJOURNMENT