

WEST KERN COMMUNITY COLLEGE DISTRICT  
AGENDA FOR REGULAR MEETING

March 13, 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 Appointment/Employment, Government Code Section 54957  
Title: Superintendent/President
  - B. Public Employee Performance Evaluations, Government Code Section 54957
  - C. Public Employee Discipline/Dismissal/Release/Complaint, Government Code Section 54957
  - D. 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
  - E. Conference with Legal Counsel – Potential Litigation, Pursuant to Paragraph (4) of Subdivision (d) of Government Code Section 54956.9
  - F. Student Discipline and Other Confidential Student Matters, Education Code Sections 35146, 48900 et. Seq. and 48912(b)
  - G. Conference with Real Property Negotiations  
Property: Franklin Field  
Agency Negotiator: Todd Hampton, VP of Administrative Services  
Under Negotiation: Sale or Lease of Property, Including Price and Terms of Payment
  - H. Conference with Real Property Negotiations  
Property: Parkside Development, LLC (APN 032-152-34)  
Agency Negotiator: Todd Hampton, VP of Administrative Services  
Under Negotiation: Sale or Lease of Property, Including Price and Terms of Payment
  - I. Conference with Real Property Negotiations  
Property: Wheeler Ridge-Maricopa Water Storage District  
Agency Negotiator: Todd Hampton, VP of Administrative Services  
Under Negotiation: Sale or Lease of Property, Including Price and Terms of Payment
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 – Strategic Action Plan – 2022/23 Data Update
9. APPROVAL OF MINUTES – Regular meeting January 10, 2024
10. NEW BUSINESS:
  - A. Request for Approval – Campus Roofing Project Change Order No. 2; \$13,590.50
  - B. Request for Approval – CDC Wrought Iron Painting Project; \$23,210.00
  - C. Request for Approval – New Alternative Fuel Vehicle Purchase through the Public Benefit Grants Program; \$71,751.76 in Grant Funding
  - D. Second Presentation and Request for Approval – Tentative Agreement between Taft College Faculty Association and West Kern Community College District - Adjunct Faculty Committee Requirements Compensation; Effective 1/1/24
  - E. First Presentation: Adjunct Faculty Program Update and Comprehensive Program Review Compensation
  - F. First Presentation: Spring Break 2024 Four-Day Workweek Policy
  - G. First Presentation: Proposed reclassification of the Dental Hygiene Clinic Technician and Dental Hygiene Office Technician positions
  - H. Second Reading and Request for Approval – Board Policy Revisions  
BP #7600 Campus Security Officers
  - I. Second Reading and Request for Approval – Board Policy Revision  
BP #7400 Travel
  - J. Second Reading and Request for Approval – Administrative Procedure Revision  
AP #7400 Travel
11. CONSENT AGENDA (Items A – U)
  - A. Information Item – CCFS-311Q for the 2<sup>nd</sup> Quarter ending December 31, 2023
  - B. Request for Ratification – Oxford Global Resources, LLC – Consultant Agreement for Banner 9 Training; 3/4/24 Start Date; Hourly Rate of \$165 per Hour for a Total of 80 Hours

- C. Request for Approval – SYSCO Diesel Lease Agreement for Food Storage; 3/15/24 – 3/22/24
- D. Request for Approval – Audit Service Engagement with CWDL, Certified Public Accountants; 7/1/23 – 6/30/26
- E. Request for Approval – Support Services Agreement – PlanetBids, LLC; 3/15/24 – 6/30/29; First Year Service Fee \$2,995.08 and Setup Fee of \$5,000.00
- F. Request for Approval – Nextstar Media Group, LLC Bakersfield and KGET Digital Agreement; 4/1/24 – 8/31/24; \$25,000.00
- G. Request for Approval – Sinclair Broadcast Group and KBAK/KBFX Digital Agreement; 3/1/24 – 8/31/24; \$45,000.00
- H. Request for Approval – AGM Digital Agreement; 4/1/24 – 8/31/24; \$100,000.00
- I. Request for Approval – AGM Radio Agreement; 4/1/24 – 8/31/24; \$23,100.00
- J. Request for Approval – Alexander Strautman Copywriting and Consulting Agreement Extension; 2/1/24 – 5/31/24; \$50.00 per Hour for up to 100 Hours, Not to Exceed \$20,000.00
- K. Request for Approval – Taft Midway Driller 12-Month Digital and Online Advertising Plan Renewal; \$8,290.20
- L. Request for Approval – Modern Campus Omni Content Management Systems (CMS) License Renewal; 5/1/24 – 4/30/25; \$36,550.00
- M. Request for Approval – Videography Services for Taft College Commencement Ceremony; 5/17/24; Not to Exceed \$3,500.00
- N. Request for Approval – Purchase of Cidi Design Tool (Canvas Design Tool); 4/1/24 – 3/30/25; \$6,200.00
- O. Request for Approval – Independent Consultant Agreement with Terry Townsend; 3/14/24 – 6/30/24; \$100.00 per Hour Not to Exceed 30 Hours
- P. Request for Approval – Records Destruction
- Q. Request for Approval – ABTECH Technologies Quotation Contract No. M5320 for Hardware and Software Maintenance; 4/16/24 – 4/16/25; \$10,801.00

- R. Request for Ratification – Collaborative Brain Trust Amendment (#1) to Provide Educational Master Planning Services; 12/20/23 – 12/30/24; No Change in Cost
- S. Request for Approval – Evisions – FormFusion Software Maintenance Renewal; 7/1/24 – 6/30/25; \$13,057.00
- T. Request for Approval – DJ Agreement for ASO Spring Fling Dance; \$500.00
- U. Ratification of the February 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, February 2024
  - 4. Student Organization and Special Accounts, February 2024
  - 5. Funds Deposited in County Treasury, February 2024
  - 6. Employee Travel Report – February 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, April 10, 2024, at 5:00 p.m.

17. CONTINUATION OF CLOSED SESSION (If Necessary)

18. ADJOURNMENT