

WEST KERN COMMUNITY COLLEGE DISTRICT  
AGENDA FOR REGULAR MEETING

September 11, 2024

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

5:00 p.m.  
(General Open Session begins at 6:00 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)
  - F. 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
4. RECONVENE IN OPEN SESSION; ANNOUNCE CLOSED SESSION ACTION
5. FLAG SALUTE
6. PUBLIC COMMENT ON OPEN SESSION AGENDA ITEMS
7. GENERAL COMMUNICATIONS
8. APPROVAL OF MINUTES – Regular Meeting Held August 14, 2024 and Special Meetings Held August 14, 2024 and August 20, 2024
9. NEW BUSINESS
  - A. Request for Approval – 2024/25 West Kern Community College District Budget
  - B. Request for Approval – Taft College ASO Park Monument Sign Project; \$349,107.00
  - C. Request for Approval – California Commercial Real Estate Services – Engagement Letter; Effective 9/5/24

- D. Request for Approval – Proposed Compensation Increase of 2.03% to the 2024-25 Faculty Salary Schedules, Appendix B-1, B-2, and B-3
- E. Request for Approval – Proposed Compensation Increase of 2.03% to the Classified Salary Schedules, Appendix A
- F. Request for Approval – Proposed Compensation Increase of 2.03% to the Management and Confidential 2024-25 Salary Schedules
- G. Request for Approval – Amended Proposed Revisions to Classified Collective Bargaining Agreement – Vacant Positions and New Job Descriptions and Revisions
- H. Second Reading and Request for Approval – Board Policy Revisions
  - BP #2015 Student Member(s)
  - BP #2200 Board Duties and Responsibilities
  - BP #2310 Regular Meetings of the Board
  - BP #2315 Closed Sessions
  - BP #2340 Agendas
  - BP #2355 Decorum
  - BP #2410 Board Policies and Administrative Procedures
  - BP #2430 Delegation of Authority to Superintendent/President
  - BP #2431 Superintendent/President Selection
  - BP #2432 Superintendent/President Succession
  - BP #2435 Evaluation of Superintendent/President
  - BP #2510 Participation in Local Decision-Making
  - BP #2715 Code of Ethics/Standards of Practice
  - BP #2740 Board Education
  - BP #2745 Board Self-Evaluation
  - BP #6910 Housing

10. CONSENT AGENDA (Items A – P)

- A. Request for Approval – Course Revisions

Social Science Division

PSYC 2205 Introduction to Research Methods in the Social Sciences

Math/Science Division

COSC 2400 Computer Architecture and Organization

- B. Request for Approval – Signatory Update with United Security Bank

- C. Request for Approval – TimelyMD Agreement for CollegeBuys Gold Program for Student Telehealth Support; 3/1/25 – 2/28/27; See Agreement for Fee Schedule
- D. Request for Approval – Purchase of Insights by eLumen; 1/1/24 – 12/31/27; Total Cost of \$52,333.00
- E. Request for Ratification – PASKILL Agency – ADA Compliance Audit of and Remediation Plan for Accessibility Issues across the Taft College Digital Ecosystem of Eight Sites/URLS/CMS Platforms; 8/8/24 – 9/26/24
- F. Request for Approval – Contract with Strata Information Group (SIG) for Consulting Services for Financial Aid during the 2024-25 Academic Year; \$29,700.00 for 150 Remote Hours
- G. Request for Approval – Equipment Agreement with UKG Kronos Systems, LLC.; Total Cost of \$19,537.41
- H. Request for Approval – Annual Renewal of IBM SPSS Statistics Base Concurrent User Subscription and Support, Quote No. 19896979; One Year Term; \$14,370.03
- I. Request for Approval – DAI Source for IBM Cognos, Renewal Quote 125546383-1; 11/1/24 – 10/31-25; \$13,020.81
- J. Request for Approval – 2<sup>nd</sup> Floor Administration “Green Dot” Project; \$11,890.00
- K. Request for Approval – ETEC Access Control Re-Wire Project; \$10,258.00
- L. Request for Approval – TeamViewer Three-Year Subscription Renewal, Quote No. 000754503-1; 10/14/24 – 10/13/27; \$6,145.50
- M. Request for Approval – IssueTrak Software Maintenance Renewal 2024-25, Reference No. 20240715-105235000; \$3,582.00
- N. Request for Ratification – Contract for Professional Services with Chris Ruiz for Webmaster Services for the Taft College Athletics Programs/Website for 2024-2025 Academic Year; 8/1/24 – 5/31/25; \$500.00 per Month for a Total of \$5,000.00
- O. Request for Ratification – Agreement with the Yosemite Community College District, Child Development Training Consortium; 9/1/24 – 6/20/25
- P. Ratification of the August 2024 Vendor Check & Purchase Order Registers

11. PUBLIC COMMENT ON ITEMS OF GENERAL INTEREST
12. EMPLOYMENT (Action)
  - A. Academic (Appendix I)
  - B. Classified/Confidential/Management Employment (Appendix II)
  - C. Separations (Appendix III)
13. 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, August 2024
    4. Student Organization and Special Accounts, August 2024
    5. Funds Deposited in County Treasury, August 2024
    6. Employee Travel Report – August 2024
  - B. Trustee Reports
  - C. Academic Senate Report
  - D. Reports from Staff and Student Organizations
14. REPORT OF THE SUPERINTENDENT/PRESIDENT
15. NEXT MEETING DATE  
The next regular meeting is tentatively scheduled for Wednesday, October 9, 2024, at 5:00 p.m.
16. CONTINUATION OF CLOSED SESSION (If Necessary)
17. ADJOURNMENT