

**WEST KERN COMMUNITY COLLEGE DISTRICT
MINUTES OF THE BOARD OF TRUSTEES**

REGULAR MEETING

January 10, 2024

The regular meeting of the Board of Trustees of the West Kern Community College District was called to order at 5:00 p.m. by President Billy White. Secretary Kathy Orrin and trustees Dawn Cole, Mike Eveland and Jeremy Gregory were also in attendance. Interim Superintendent/President Brock McMurray and Executive Assistant Trudi Blanco were in attendance.

PUBLIC COMMENT ON CLOSED SESSION ITEMS

No comments were made.

CLOSED SESSION

At 5:02 p.m. it was moved by Trustee Eveland, seconded by Trustee Gregory and unanimously carried, that the Board convene in Closed Session to discuss the District's position regarding the following matters:

- 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

RECONVENE IN OPEN SESSION; ANNOUNCE CLOSED SESSION ACTIONS

At 6:05 p.m., it was moved by Trustee Gregory, seconded by Trustee Cole and unanimously carried, to reconvene in Public Session. President White announced that no action was taken.

PLEDGE OF ALLEGIANCE

President Billy White led the pledge of allegiance.

PUBLIC COMMENT ON OPEN SESSION ITEMS

There was no public comment.

GENERAL COMMUNICATIONS

There were no general communications.

APPROVAL OF MINUTES

On a motion by Trustee Cole, seconded by Secretary Orrin and unanimously carried, the minutes of the Regular meeting held December 13, 2023 were approved.

NEW BUSINESS

Request for Approval – West Kern Community College Financial Annual Financial Report, June 30, 2023

Ben Levitt, representing the CDWL auditing team, presented the findings of the annual audit. The District received an unmodified opinion which demonstrates strong fiscal practices. On a motion by Trustee Gregory, seconded by Trustee Eveland and unanimously carried, the report was approved (copy attached to official minutes).

Request for Approval – Request to Award TC 24-003 NKTC Re-Roof Project; \$138,700.00

Dr. Hampton provided a review of the bid process for the project that will correct roof issues at the WESTEC facility. On a motion by Trustee Cole, seconded by Trustee Gregory and unanimously carried, the request was approved (copy attached to official minutes).

Request for Approval and Second Presentation - Taft College Faculty Association and West Kern Community College District Memorandum of Understanding – College Concurrent Program Advisor Compensation

Heather del Rosario, Vice President of Human Resources, stated that increased concurrent enrollment at Taft Union High School over the years has led to the need to update the level of compensation for the advisor. On a motion by Trustee Cole, seconded by Trustee Eveland and unanimously carried, the request was approved (copy attached to official minutes).

Second Reading and Request for Approval – Board Policy Revisions

- BP #7340 Leaves**
- BP #6800 Occupational Safety**
- BP #2430 Delegation of Authority to the Superintendent/President**

Mr. McMurray said that these revisions are aligned with CCLC Policy and Procedure recommendations to meet current law (copy attached to official minutes). On a motion by Trustee Gregory, seconded by Trustee Eveland and unanimously carried, the revisions were approved (copy attached to official minutes).

First Reading – Board Policy Revisions

BP #2735	Board Member Travel
BP #3250	Institutional Planning
BP #7120	Recruitment and Hiring
BP #7600	Campus Security Officers

Mr. McMurray said that these revisions are aligned with CCLC Policy and Procedure recommendations to meet current law (copy attached to official minutes).

CONSENT AGENDA:

- A. Request for Approval – Central Valley Mother Lode Regional Consortium Master Agreement No. 2023/25 – Strong Workforce Program (SWP-8 Regional); 7/1/23 – 6/30/25; Award of \$480,185.00
- B. Request for Ratification – Non-Disclosure Agreement between OpenClassrooms, Inc. and West Kern Community College District (WKCCD); 11/30/23 – 11/30/26
- C. Request for Ratification – ZTC Acceleration Grant Awarded by the California Community College Chancellor’s Office (CCCCO) to West Kern Community College District (WKCCD) for Management Pathway; 12/1/23 – 6/30/26; Award of \$200,000.00
- D. Request for Ratification – ZTC Acceleration Grant Awarded by the California Community College Chancellor’s Office (CCCCO) to West Kern Community College District (WKCCD) for Law, Public Policy & Society Pathway; 12/1/23 – 6/30/26; Award of \$200,000.00
- E. Request for Ratification – ZTC Acceleration Grant Awarded by the California Community College Chancellor’s Office (CCCCO) to West Kern Community College District (WKCCD) for Studio Arts AA Pathway; 12/1/23 – 6/30/26; Award of \$25,000.00
- F. Request for Ratification – Agreement between Kern County Superintendent of Schools (KCSOS) and West Kern Community College District (WKCCD) for the Early Care, Education and Family Studies (ECEFS) Program; 1/10/24 – 6/30/24
- G. Request for Ratification – Nexstar Media Group, LLC Bakersfield and KGET Digital Agreement; 12/1/23 – 7/31/24; \$10,000.00
- H. Request for Approval – Annual Renewal Agreement with Finalsite (Blackboard Connect) for Emergency Outreach Messaging Services; 2/14/23 – 2/13/25; \$5,274.00
- I. Request for Approval – Athletics Counselor Training Contract Agreement; 1/11/24 – 5/31/24; Not to Exceed \$2,000.00
- J. Request for Approval – Arvin Union School District Piggyback Bid No. 2023-24-012; Expires 10/16/24
- K. Request for Approval – 2023-2026 Property and Casualty Claims Administration Services Agreement; 7/1/23 – 6/30/24
- L. Request for Approval – Agreement with Quicksilver Software, Inc. to Update TC-Stats Software Package; \$950.00 and Up to \$500.00 for Maintenance/Enhancements
- M. Ratification of the December 2023 Vendor Check & Purchase Order Registers

On a motion by Trustee Eveland, seconded by Secretary Orrin and unanimously carried, items A-M were approved (materials related to the items are attached to official minutes).

PUBLIC COMMENTS ON ITEMS OF GENERAL INTEREST

There were no comments.

EMPLOYMENT

On a motion by Trustee Cole and seconded by Trustee Gregory, the Employment Items below were approved by the following vote (Employment Items A - C are attached to official minutes):

- A. Academic Employment
- B. Classified Employment
- C. Separations

Yes: Dawn Cole, Billy White, Mike Eveland, Dr. Kathy Orrin, Jeremy Gregory

No: None

Abstain: None

Absent: None

REPORTS

Financial Reports

The financial reports listed on the page following were presented for information (copies attached to official minutes).

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, December 2023
4. Student Organization and Special Accounts, December 2023
5. Funds Deposited in County Treasury, December 2023
6. Employee Travel Report – December 2023

Trustee Reports

President White and Trustee Cole each thanked staff for the many holiday events.

Academic Senate

Candace Duron, Academic Senate (AS) President, said that the AS Vice President position is up for election for the 2024-26 term and will be selected in February. Currently the Senate is reviewing faculty position requests that will be ranked and then shared with the President for consideration.

Associated Student Organization (ASO)

Jay Cuevas, Student Trustee, and the ASO are planning graduation events that will recognize African American students, Latin American and Hispanic Students, and LGBTQ+ students in individual celebrations.

Marketing and Community Relations

Susan Groveman, Executive Director of Marketing and Community Relations, provided details on a mural project for the Bookstore. The project is funded through the Foundation Innovation grants and is being completed by Alissa Tweedy and MESA program students using 3D technology in the ETEC

department. In other work, Ms. Groveman is completing a Comprehensive Program Review and continues to support the upcoming TIL Casino Night.

Foundation

Dr. Sheri Horn-Bunk, Executive Director, and staff have worked to include engineering interns in a CSUB STEM winter camp. Dr. Horn-Bunk announced the naming of the ETEC building to honor Stanley and Madalyn Hutchison of the Hutchison Engineering Promise Program (HEPP) will be held March 5 and will include a celebration of a gift from Chevron.

Instruction

Dr. Devin Daugherty, Dean of Instruction/CTE, said that the Paramedic Program is moving forward with assistance from adjunct faculty to complete draft coursework that is now being submitted to the Chancellor's office for review. The Medical Assisting Program draft coursework is undergoing local review. Dr. Daugherty and facilities staff are working with an architect to identify and detail work to be done on G-building facilities that will be used for the Nursing program. The goal is to go to bid on facility work in early summer. Jaime Lopez, Associate Dean of Instruction, told the Board that he is exploring adult learner opportunities in connection with West Kern Adult Education Network.

Faculty Association

Ruby Payne, President of the Faculty Association, said that inservice was held last week. Details were shared on the offerings which included Open Education Resources (OER), curriculum work, and Diversity Education Inclusion Accessibility and Anti-Racism (DEIAA) discussions.

Administrative Services

Dr. Todd Hampton, Vice President of Administrative Services, reported details on a new sign project at the Ash Street entrance to campus and an update to the marquee on 6th street. Facilities observed recently repaired roof areas during rain periods and reported no leaks. Facilities staff have almost completed the installation of speed bumps in the parking lot. Dr. Hampton will be attending a workshop on the recently released Governor's budget. At this time, the budget appears to be more positive than expected but that figures will be finalized in late spring in the May revise of the Governor's budget.

Transition to Independent Living (TIL)

Aaron Markovitz, TIL Director, said that the TIL Casino Night was moved to June 1st and that the event will be a fun fundraiser event and will also recognize Brock McMurray's retirement. The theme for the event will be Bon Voyage.

Information Technology/Institutional Research

Dr. Xiaohong Li, Vice President of IT/IR, is working with Collaborative Brain Trust to host meetings this spring with campus and community stakeholders to prepare an Education Master Plan. The first visit will be February 8 & 9. The IT staff have successfully migrated the campus to a new file server and continue to offer training opportunities on cybersecurity.

Student Services

Dr. Damon Bell, Vice President of Student Services, said that enrollment is currently 19.8% above last year's figures at this time. Student Services hopes to increase this number with a Cougar Day Express being hosted tomorrow. Planning is underway for future Cougar Days, a male summit, among other outreach events.

SUPERINTENDENT REPORT

Mr. McMurray recognized recent Employee of the Month recipient professor Paul Blake. In recent weeks Mr. McMurray has attended the groundbreaking for the Hard Rock Hotel and Casino and a Kiwanis luncheon featuring Assemblyman Vince Fong. He recognized Taft College athletes who were honored by the Bakersfield Jockey Club.

NEXT MEETING

The next monthly meeting is scheduled for Wednesday, February 14, 2024.

CONTINUATION OF CLOSED SESSION

At 6:54 p.m. it was moved by Trustee Cole, seconded by Trustee Eveland and unanimously carried, that the Board reconvene in Closed Session.

RECONVENE IN OPEN SESSION; ANNOUNCE CLOSED SESSION ACTIONS

At 7:34 p.m., it was moved by Trustee Eveland, seconded by Trustee Gregory and unanimously carried, to reconvene in Public Session. President White announced that no action was taken.

ADJOURNMENT

At 7:35 p.m., on a motion by Trustee Cole, seconded by Trustee Gregory and unanimously carried the meeting was adjourned.

Respectfully Submitted:

Dr. Kathy Orrin, Secretary