

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

REGULAR MEETING

May 8, 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 Mike Eveland and Jeremy Gregory were also in attendance. Trustee Dawn Cole was absent. Trustee Gregory left after Item 10.E. Interim Superintendent/President Brock McMurray and Executive Assistant Sarah Criss were in attendance.

PUBLIC COMMENT ON CLOSED SESSION ITEMS

No comments were made.

CLOSED SESSION

At 5:01 p.m. it was moved by Trustee Gregory, seconded by Trustee Eveland and unanimously carried, that the Board convene in Closed Session to discuss the District's position regarding the following matters:

- A. Conference with Labor Negotiators (Government Code section 54957.6)
Agency Designated Representative: Board President
Unrepresented Employee: 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)

RECONVENE IN OPEN SESSION; ANNOUNCE CLOSED SESSION ACTIONS

At 6:00 p.m., it was moved by Trustee Gregory, seconded by Trustee Eveland 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 was no general communication.

PRESENTATION – Associated Student Organization Activity Update

The presentation was postponed to a future meeting.

APPROVAL OF MINUTES

On a motion by Trustee Gregory, seconded by Secretary Orrin and unanimously carried, the minutes of the Regular meeting held April 10, 2024 were approved.

NEW BUSINESS

Request for Approval – Contract for Dr. Rafe Edward Trickey, Jr. to Serve as Superintendent/President; 6/3/24 – 6/30/25

On a motion by Trustee Eveland, seconded by Secretary Orrin and unanimously carried, the contract was approved with the correction to the page numbers. Trustee Cole was absent.

Request for Approval – Resolution 2023/24-10 – Honoring Zhang Wei Hill, Math Tutor, Classified Emeritus

On a motion by Trustee Gregory, seconded by Trustee Eveland and unanimously carried, the request was approved.

Request for Approval – Resolution 2023/24-09 – Honoring Barbara Nicholas, Director of Financial Aid, Management Emeritus

On a motion by Trustee Gregory, seconded by Secretary Orrin and unanimously carried, the request was approved.

Request for Approval – Resolution 2023/24-12 – Honoring Dr. Sharyn Eveland, Professor of Social Sciences Emeritus

On a motion by Trustee Gregory, seconded by Secretary Orrin and unanimously carried, the request was approved.

Request for Approval – Resolution 2023/24-11 – Honoring Brock McMurray, Superintendent/President Emeritus

On a motion by President White, seconded by Trustee Gregory and unanimously carried, the request was approved.

A short break for celebration was observed.

Second Reading and Request for Approval – Memorandum of Understanding between CSEA Chapter #543 and WKCCD – Four Day Workweek Policy

Mr. McMurray explained that this traditional summer schedule is recommended by the bargaining team for this summer session. On a motion by Trustee Eveland, seconded by Secretary Orrin and unanimously carried, the request was approved.

First Reading – Memorandum of Understanding between TCFA and WKCCD – Insurance Benefits

Heather del Rosario, Vice President of Human Resources, explained that this gives temporary faculty benefit eligibility.

First Reading – Memorandum of Understanding between TCFA and WKCCD – Committee Membership Clarification

Ms. Rosario said that the faculty who serve as a Chair of a committee will only be required to serve on one committee.

First Reading – Board Policy Revision

BP #6250 Budget Management

Dr. Todd Hampton, Vice President of Administrative Services, said this language update reinforces the minimum of two months operating expenses to be held in reserves.

CONSENT AGENDA:

- A. Request for Approval – Off-Campus Residential Leasing Agreements for the TIL Program; 1 Year Agreement
- B. Information Item – Education Code 42141 Compliance as it Relates to Workers’ Compensation
- C. Request for Approval – Allied Health Modular Modifications Project – Ken W. Smith; \$169,513.00
- D. Request for Approval – Allied Health G-Buildings Renovation Phase I Furnishings – Sierra School Equipment; \$211,082.11
- E. Request for Approval – Statement of Work Proposal from Transcend Consulting Group, LLC and Global Leadership Solutions, LLC; March – June 2024; \$20,775 plus \$4,000 Travel Expenses
- F. Request for Approval – California Multiple Award Schedule (CMAS) – Argriculture & Turf Equipment between Taft College and Deere & Company (CMAS Number 4-07-23-0007C); 5/1/24 – 11/28/26
- G. Request for Approval – Purchase of a John Deere Gator, Utility Vehicle, for Taft -College (Softball Field) Under CMAS Number- 4-07-23-0007C; \$14,474.81
- H. Request for Approval – 2023-24 Amendment #1 to Instruction Agreement #23-24-2468; Additional \$9,200.00 to be Received
- I. Request for Ratification – Change Order #1 for the Canvas Assistance Project between Taft College and Ferrilli; Hourly Rate \$190.00 with an Estimated Number of 25 Hours
- J. Request for Ratification – Renewal of the Agreement with Redrock Software Corp. for Annual Trac Cloud Hosting and Technical Support; 3/1/24 – 2/28/25; \$3,581.10
- K. Request for Ratification – Renewal of Eureka Agency/User Site License; 1/1/24 – 12/31/24; \$2,095.00 per Year
- L. Request for Ratification – Contract for Professional Services with Ernie Contreras DJ Services; April 26, 2024
- M. Ratification of the April 2024 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 Secretary Orring and seconded by Trustee Eveland, 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: Billy White, Mike Eveland, Dr. Kathy Orrin

No: None

Abstain: None

Absent: Dawn Cole, Jeremy Gregory

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, April 2024
4. Student Organization and Special Accounts, April 2024
5. Funds Deposited in County Treasury, April 2024
6. Employee Travel Report - April 2024

Trustee Reports

President White commended staff for the Retiree Dinner and said that College attendance at the State of the City was appreciated. He noted that the end of the year has many events and he recognized staff for their work to make each successful.

Academic Senate

Candace Duron, Academic Senate (AS) President, shared meeting information from the Senate Spring Plenary, attended by a team of College Senate members. She reviewed some of the resolutions reviewed and acted upon as well as discussion topics. Ms. Duron said that Trustees are welcome to attend future Plenary meetings.

Associated Student Organization (ASO)

Jay Cuevas, Student Trustee, shared activity information from Spring Fling, to a President's lunch, and several recognition ceremonies for graduate populations. The ASO recently recognized faculty and staff members of the year. Students have expressed an interest in updating the ASO park.

Marketing and Community Relations

Susan Groveman, Director of Marketing and Community Relations, gave an update on the upcoming TIL Casino Night. She noted that she is also assisting with commencement activities.

Information Technology/Institutional Research

Dr. Xiaohong Li, Vice President of IT/IR, reported that IT staff are assisting with end of year events and projects. They are also guiding faculty and staff through a Banner system upgrade. The IR staff continue to assist in the Educational Master Plan development which included meetings with community members to gather external input. Plan development will include a transitional meeting with the consultant team and both Mr. McMurray and Dr. Trickey as they transition the President position.

Instruction

Dr. Leslie Minor, Vice President of Instruction, reported that staff are preparing for the summer and fall sessions.

Lori Sundgren, Learning Center Director, is developing the fall schedule for tutoring with help from her staff.

Dr. Devin Daugherty, Dean of Instruction/CTE, gave the Board an update from advisory meetings with Allied Health partners as well a CTE advisory group with varying industry partners.

Dr. Vickie Kimbrough, Director of Dental Hygiene, said that today is the last day of clinic and many graduating students have completed license exam. The remaining graduates are scheduled to take exams post-graduation. In total, nine graduates have already passed license exams. The bachelor program will begin in fall with 24 students. Dental Hygiene provided over \$396,000 in services to the community during this academic year.

Jaime Lopez, Associate Dean of Instruction, is working with returning and new partners for dual enrollment agreements for the 2024-25 academic year. He thanked Human Resources and faculty members for their support and help in this effort. He also provided an update on grants. He commended two dual enrollment students who will be graduating from Taft College just prior to graduating from Taft Union High School.

Jose Valadez, MESA director, said that MESA has finished their first year on the College campus. Planning for field trips that will focus on university options for transfer is underway. MESA is also looking to expand robotic work with partnering with CSUB and TUHS.

Faculty Association

Ruby Payne, Faculty Association President, said that faculty are finishing coursework and celebrating with students at many end of year events. She commended Athletic Director Kanoe Bandy for receiving another prestigious award for her work with TC student athletes.

Foundation

Dr. Sheri Horn-Bunk, Executive Director, introduced Foundation Associate Jonathon Bench. She provided intern support updates from industry partners. The financial commitment from supporting industry partners provides valuable experience and guidance to students at a crucial point in their academic career.

Human Resources

Ms. del Rosario reported that recruiting efforts across the campus continue as well as for dual enrollment sites. The staff are also working on accessibility projects and making necessary procedure changes with recently released Title IX updates.

Student Services

Dr. Damon Bell, Vice President for Student Services, invited the Board and staff to attend a pre-graduation dinner for volunteers and faculty/Board participants. Staff are preparing 300 graduates to participate in the ceremony. He also said that \$88,000 in scholarships will be distributed at the Scholarship Luncheon.

Cecilia Alvarado, Dean of Student Services, shared details for the Lavendar and Latinx celebrations. She also told the Board of an upcoming transfer student event as well as planned tours for potential students.

Phi Theta Kappa

Dr. Sharyn Eveland, PTK advisor, recognized two students for being named All-California from the state PTK organization. She also thanked the College and the Board for supporting her during her tenure. She looks forward to enjoying retirement.

Administrative Services

Dr. Hampton told the Board that the May revise of the Governor's budget will be released later this week. He told the Board that the remodel project of the G Buildings for the Allied Health program is the first use of Planet Bids. The staff learned how to use the system and look forward to streamlining bid processes in future.

Campus Safety and Security

Kevin Altenhofel, Director of Campus Safety and Security, said that door locks have been tested, updated as needed, and are currently operating as expected. He is also preparing safety reports that are annually required by law.

SUPERINTENDENT REPORT

Mr. McMurray shared details from the many end of year events. Events included the ASO sponsored Lunch with the President, the District's retiree dinner, the Chamber of Commerce State of the City and a pickleball staff tournament.

NEXT MEETING

The next monthly meeting is scheduled for Wednesday, June 12, 2024.

CLOSED SESSION

There was not a continuation of closed session.

ADJOURNMENT

At 7:23 p.m., on a motion by Secretary Orrin, seconded by Trustee Eveland and unanimously carried the meeting was adjourned.

Respectfully Submitted:

Dr. Kathy Orrin, Secretary