

WEST KERN COMMUNITY COLLEGE DISTRICT  
AGENDA FOR REGULAR MEETING

April 10, 2019

**Cougar Room**  
(Access Through the Library Entrance)

6:00 p.m.

29 Cougar Court  
Taft, California 93268

**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. 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. 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.

4:00 p.m. Tour of Taft College Maintenance Facilities  
Located on Ash Street Between the Child Development Center and the Ash Street Dorms

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
  - B. Public Employee Performance Evaluations, Government Code Section 54957
  - C. Public Employee Discipline/Dismissal/Release, 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 – Anticipated Litigation  
Significant Exposure to Litigation Pursuant to Paragraph (2) or (3) of Subdivision (d) of Section 54956.9 – 2 Potential Cases  
Claim Received from Donald Thornsberry  
Claim Received from Melissa Thornsberry
  - F. 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 ACTIONS
5. PLEDGE OF ALLEGIANCE
6. PUBLIC COMMENT ON OPEN SESSION AGENDA ITEMS
7. GENERAL COMMUNICATIONS
8. APPROVAL OF MINUTES – Regular Meeting Held March 6, 2019 and Special Meeting Held March 23, 2019
9. NEW BUSINESS:
  - A. Request for Approval – Resolution 2018/19-10 – Classified Appreciation Week – April 22-26, 2019
  - B. Request for Approval – Resolution 2018/19-09 – Faculty Appreciation Week – May 6-10, 2019
  - C. Request for Approval – Resolution 2018/19-14 – Emeritus – Brian Jean, Professor of Mathematics
  - D. Request for Approval – Resolution 2018/19-11 – 2019 Phi Theta Kappa All-California Community College Academic Team – Brittany Long
  - E. Request for Approval – Resolution 2018/19-12 – 2019 California Community College Athletic Association Scholar Team for 2017-18 – Women’s Volleyball

- F. Request for Approval – Resolution 2018/19-13 – 2018-19 Junior/Community College Under Armour Athletics Director of the Year – Kanoe Bandy

*There will be a short break after the reading of Items A-E*

- G. Information Item – Citizen’s Oversight Committee Annual Report for 2017/18 (No Action)
  - H. First Reading – Tentative Agreement Between Taft College Faculty Association and West Kern Community College District – Compensation for SLO Coordinator (No Action)
  - I. Request for Approval – Change Order #1 – Interior Lighting Retrofit – Credit of \$2,610.51
  - J. Request for Approval – Change Order #1 – S-4 Fume Hood – Credit of \$6,384.25
  - K. Request for Approval – Notice of Completion – S-4 Fume Hood Project
  - L. Request for Approval – Reserved Parking
  - M. First Reading – Board Policy #7250 – Educational Administrators
- 10. PRESENTATION – Human Resources Report
  - 11. CONSENT AGENDA (Items A – Z)
    - A. Request for Approval – ACCJC Annual Report
    - B. Request for Approval – Memorandum of Understanding (MOU) Between West Kern Community College District (WKCCD) and Taft Union High School District (TUHSD) Dual Enrollment Program and Concurrent Enrollment Program
    - C. Request for Approval – New Courses
    - D. Request for Approval – Distance Learning
    - E. Request for Approval – Course Revisions
    - F. Request for Approval – 2018/19 Request for Authorization to Transfer Unrestricted General Funds to Futuris Public Entity Investment Trust Program for Post-Employment Benefits; \$543,900
    - G. Request for Approval – Four-Day Summer Workweek Policy

- H. Request for Approval – Records Destruction; \$1,575.00
- I. Request for Approval – Satisfaction of Transition to Independent Living (TIL) Interfund Balance
- J. Request for Ratification – Surfacing Proposal from Courts and Greens; \$59,950.00
- K. Request for Approval – 2017-2020 Property and Casualty Claims Administration Services Agreement, Amendment #2; 7/1/19 – 6/30/20
- L. Request for Approval – Contract with Strata Information Group (SIG) for Consulting Services for Banner Student; 152-164 Hours; \$25,840.00 - \$32,980
- M. Request for Approval – Purchase of Nine Automated External Defibrillators (AEDs) for the District; \$11,319.39
- N. Request for Approval – C.A. Reding Contract; \$9,169.13
- O. Request for Approval – Continuation of Subscription to Turnitin Feedback Studio; 8/1/19 – 7/31/20; \$9,022.65
- P. Request for Approval – Southern Computer Warehouse (SCW) Contract; \$8,644.19
- Q. Request for Approval – IBM Cognos Framework Reporting Model Creation; 4/11/19 – 6/30/19; \$7,000.00
- R. Request for Approval – SchoolDude.com Contract Renewal; 7/1/19 – 6/30/20; \$5,082.53
- S. Request for Ratification – Newton Applicant Tracking System; Month to Month with a 30 Day Cancellation Notice; \$333.00 per Month with 2 Months Free
- T. Request for Ratification – Contract for Professional Services with Amber Anderson for Assistance with Registration Procedures and Processes; 4/1/19 – 5/24/19 (Not to Exceed 48 Hours); \$100.00 per Hour
- U. Request for Approval – Ray Morgan Company Renewal for Copier Maintenance Agreement #CN921-04; 5/1/19 – 4/30/20; Estimated \$2,200.00
- V. Request for Approval – Advertisement in NACDA Convention Program Honoring Kanoe Bandy as a Recipient of the Under Armor JC Athletic Director of the Year; \$1,800.00
- W. Request for Approval – Facilities Use Agreement with Taft Union High School for the 2018-19 Graduation Practice and Ceremony; 5/24/19; \$50 per Hour Labor Fee

- X. Request for Approval – Facilities Use Agreement with the West Side Recreation and Park District for Taft College’s Summer 2019 Water Aerobics Courses; 6/10/19 – 8/1/19; \$920.00
- Y. Request for Approval – Event Rental Contract with The Fort Preservation Society for the EOPS/CARE & CalWORKS End of the Year Dinner to Recognize Academic Achievements by our EOPS, CARE and CalWORKS Students; 5/16/19; \$300.00
- Z. Ratification of the March 2019 Vendor Check & Purchase Order Registers

12. PUBLIC COMMENT ON ITEMS OF GENERAL INTEREST

13. EMPLOYMENT

- A. Academic Employment (Appendix I)
- B. Classified Supervisory Employment (Appendix II)
- C. Classified Employment (Appendix II)
- D. Resignation/Retirements (Appendix II)

14. REPORTS:

- A. Financial Reports (For Information)
  - 1. Revenue Accounts (Account Level 1) FY 2018/19
  - 2. Expenditure Accounts (Account Level 1) FY 2018/19
  - 3. Expenditure Detail of \$10,000.00 or Greater, March 2019
  - 4. Student Organization and Special Accounts, March 2019
  - 5. Funds Deposited in County Treasury, March 2019
- B. Trustee Reports
- C. Academic Senate Report
- D. Reports from Staff and Student Organizations

15. REPORT OF THE SUPERINTENDENT

16. NEXT MEETING DATE

The next regular meeting is scheduled for Wednesday, May 8, 2019, at 5:00 p.m.

17. CONTINUATION OF CLOSED SESSION (If Necessary)

18. ADJOURNMENT