

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

SPECIAL MEETING

October 3, 2023

The special meeting of the Board of Trustees of the West Kern Community College District was called to order at 1:00 p.m. by President Billy White. Secretary Kathy Orrin and trustees Dawn Cole, Jeremy Gregory, and Michael Eveland were present. Interim Superintendent/President Brock McMurray and Executive Secretary Sarah Criss were in attendance.

PUBLIC COMMENT ON CLOSED SESSION ITEMS

There were no public comments.

CLOSED SESSION

At 1:01 p.m. it was moved by Trustee Gregory, seconded by Secretary Orrin 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. Conference with Legal Counsel – Potential Litigation, Pursuant to Govt. Code Section 54956.9
Significant Exposure to Litigation Pursuant to Paragraph 5 of Govt. Code Section 54956.9(e)
1 Case Related to Threatened CVRA Action
- G. 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 1:18 p.m., it was moved by Secretary Orrin, seconded by Trustee Cole and unanimously carried, to reconvene in Public Session. President White reported that no action was taken in closed session.

PUBLIC COMMENT ON OPEN SESSION ITEMS

There were no public comments.

NEW BUSINESS

Second Presentation and Request for Approval – Proposed Cost of Living Adjustment Compensation Increase of 8.22% to the 2023-2024 Faculty Salary Schedules, Appendix B-1, B-2, and B-3

Mr. McMurray said that that COLA was agreed upon with the bargaining unit. On a motion by Trustee Cole, seconded by Trustee Gregory and unanimously carried, the request was approved (copy attached to official minutes).

Second Presentation and Request for Approval – Proposed Cost of Living Adjustment Compensation Increase of 8.22% to the 2023-2024 Classified Salary Schedules, Appendix A

Mr. McMurray said that that COLA was agreed upon with the bargaining unit. 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 – Proposed Cost of Living Adjustment Increase of 8.22% to the 2023-2024 Management and Confidential Salary Schedules

Mr. McMurray noted that past practice is to offer the unrepresented employee groups the same compensation increase as agreed upon by the bargaining units. On a motion by Trustee Cole, seconded by Secretary Orrin and unanimously carried, the request was approved (copy attached to official minutes).

Discussion/Action on Superintendent Search – Timeline and Process

- A. Search Timeline and Process (Action)
- B. Coordination and Management of Search Process (Action)
- C. Search Committee Composition and Process for Appointing Members (Action)
- D. Search Committee Tasks and Responsibilities (Action)
- E. Sample Position Profiles/Announcements
- F. Superintendent/President Characteristics, Qualifications, Priorities, Challenges, Opportunities
- G. Input for Position Profile/Announcement (Action)
- H. Reimbursement for Candidate Travel Expenses (Action)
- I. Method (in-person, Zoom) for Candidate Interviews – Initial and Final (Action)

Dr. Will Lewallen, of Community College Search Services, introduced himself and provided a brief overview of his work experience and the company's experience in executive recruiting. He led discussions on the above items.

On a motion by Trustee Gregory, seconded by Trustee Eveland and unanimously carried, the Board approved the draft timeline (Item A) as a guide timeline for the College to begin plans for search processes.

Dr. Lewallen gathered the Board's general feedback on the listed items. He and District staff will begin to organize for the next tasks on the approved timeline.

NEXT MEETING

The next monthly meeting is scheduled for Wednesday, October 18, 2023.

RECONVENE IN CLOSED SESSION

At 3:18 p.m. it was moved by Trustee Gregory, seconded by Trustee Eveland and unanimously carried, that the Board reconvene in Closed Session.

RECONVENE IN OPEN SESSION; ANNOUNCE CLOSED SESSION ACTIONS

At 3:40 p.m., it was moved by Trustee Gregory, seconded by Secretary Orrin and unanimously carried, to reconvene in Public Session. President White reported that no action was taken in closed session.

ADJOURNMENT

At 3:41 p.m., on a motion by Secretary Orrin, seconded by Trustee Gregory and unanimously carried, the meeting was adjourned.

Respectfully Submitted:

Dr. Kathy Orrin, Secretary