

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

REGULAR MEETING

November 13, 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. Acting Superintendent/President Dr. Todd Hampton and Executive Secretary Sarah Criss were in attendance.

PUBLIC COMMENT ON CLOSED SESSION ITEMS

There were no public comments.

ADJOURN TO 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. 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. Public Employee Appointment/Employment, Government Code Section 54957
Title: Interim Superintendent/President
Title: Superintendent/President
- E. Conference with Legal Counsel – Potential Litigation, Pursuant to Paragraph (4) of Subdivision (d) of Government Code Section 54956.9
1 Potential Case
- 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: 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

RECONVENE IN OPEN SESSION; ANNOUNCE CLOSED SESSION ACTIONS

At 6:03 p.m., it was moved by Trustee Eveland, seconded by Trustee Gregory and unanimously carried, to reconvene in Public Session. President White announced that there was no action taken.

PLEDGE OF ALLEGIANCE

President 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 – Open Educational Resources (OER) Update

Dr. Michelle Oja, OER Coordinator, reviewed modern student needs, an overview of OER and Zero Textbook Cost grant initiatives, and detailed the status of OER and ZTC at Taft College. Currently the College is supporting the development of textbooks and materials in three degree areas using an Acceleration Grant and two degree areas using an Implementation Grant. Grant funds are also supporting OER/ZTC efforts by providing an OER/ZTC Coordinator stipend, paying for LibreVerse membership and covering the cost of marketing materials. Efforts to secure more grant funding to continue OER/ZTC work are ongoing.

PRESENTATION – NCORE Conference 2024

This presentation was tabled to a future meeting.

APPROVAL OF MINUTES

On a motion by Trustee Eveland, seconded by Secretary Orrin and unanimously carried, the minutes of the Special Meeting held October 9, 2024 and the Regular Meeting held October 9, 2024 were approved (copy attached to official minutes).

NEW BUSINESS

Discussion and Potential Action on Employment Agreement for Interim Superintendent/President

On a motion by Trustee Gregory, seconded by Trustee Eveland and unanimously approved, this item was tabled for consideration at a future meeting.

Second Reading – Board Policy #2432 Revision

Ms. Criss said that the revisions to Board Policy #2432 – Superintendent/President Succession was drafted on the suggestion of the trustees. The revisions allow for succession to reflect current Vice President positions, regardless of specific title. On a motion Trustee Eveland, seconded by Secretary Orrin and unanimous carried, the minutes were approved (copy attached to official minutes).

CONSENT AGENDA

- A. Request for Approval – Course Inactivation
 - WTER 1510 Introduction to Water Distribution
 - WTER 1610 Introduction to Water Treatment
 - WKEX 1014 General Work Experience
- B. Request for Approval – Course Revisions
 - Allied Health/Applied Technology Division
 - DNTL 1511 Oral Radiology
 - DNTL 1512 Head and Neck Anatomy
 - DNTL 2130 Periodontics I
 - DNTL 2133 Advanced Clinical Topics
 - DNTL 2135 Community Oral Health I
 - DNTL 2242 Ethics, Law, & Practice Management

- DNTL 2244 Community Oral Health II
- C. Request for Approval – Course Revisions (Common Course Numbering)
 - ENGL C1000 Academic Reading and Writing
 - ENGL C1000E Academic Reading and Writing
 - COMM C1000 Introduction to Public Speaking
 - POLS C1000 American Government and Politics
 - PSYC C1000 Introduction to Psychology
 - STAT C1000 Introduction to Statistics
- D. Information Item – Annual Financial and Budget Report (CCFS-311A) for Fiscal Year Ending June 30, 2024
- E. Request for Approval – Authorization to Proceed with Continued Funding Application (CFA) for FY 2025-2026 – Children’s Center
- F. Request for Ratification – Central/Mother Lode Regional Consortium Master Agreement No. 2024/2026 – Strong Workforce Program Agreement; 7/1/24 – 6/30/26; Revenue of \$384,457.00
- G. Information Item – Amendment to the Enrollment and Education Financial Industry Reporting SOW Between National Student Clearinghouse and Taft College; Effective 9/30/24
- H. Request for Approval – Arvin Union School District Piggyback Bid. No. 2023-24-012 Extension; Expires 10/16/25
- I. Request for Ratification – Contract for Professional Services with Nicholas Consulting for Taft College; 10/3/24 – 6/1/25; \$150 per Hour, Not to Exceed \$15,000.00
- J. Request for Ratification – Contract for Professional Services with Amanda Bauer; 10/1/24 – 6/30/25; \$100.00 per Hour, Not to Exceed 100 Hours
- K. Request for Approval – Monster Master Service Agreement; 12/20/24 – 12/19/25; \$5,995.00
- L. Request for Approval – Contract for Professional Services with Dr. Angel Gonzales; Two Sessions; Total Cost is \$4,500.00
- M. Request for Approval – CDW-G Quote #PDKB203 – WhatsUp Gold Support Renewal; 12/22/24 – 12/23/25; \$2,959.67
- N. Request for Approval – CI Solutions Annual Software License Renewal, Quote #Q-15123-1; 1/19/25 – 1/18/26; \$1,024.85
- O. Request for Approval – Trailer Lease Agreement with Sysco; 11/15/24 – 11/22/24; \$150.00 per Day, \$200.00 Drop off/Pick up Fee; and Refueling of Diesel
- P. Ratification of the October 2024 Vendor Check & Purchase Order Registers

It was clarified that courses recommended for inactivation are courses that have not been offered and are no longer relevant to a current program. On a motion by Trustee Eveland, seconded by Trustee Gregory and unanimously carried, items A-P were approved (copies attached to official minutes).

PUBLIC COMMENTS ON ITEMS OF GENERAL INTEREST

There were no comments

EMPLOYMENT

On a motion by Trustee Gregory, seconded by Trustee Eveland, the Employment Items below were approved as amended 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, Jeremy Gregory, Dr. Kathy Orrin
No: None
Abstain: None
Absent: Dawn Cole

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 2024/2025
2. Expenditure Accounts (Account Level 1) FY 2024/25
3. Expenditure Detail of \$10,000 or Greater, October 2024
4. Student Organization and Special Accounts, October 2024
5. Funds Deposited in County Treasury, October 2024
6. Employee Travel Report – October 2024

Trustee Reports

Secretary Orrin thanked the trustees, staff and Foundation for attending the Cougar Cookout and was humbled when receiving the community spirit award. She thanked staff for their work on Hall of Fame events and noted that this year's speakers were phenomenal.

Trustee Gregory congratulated Secretary Orrin on being honored as the community spirit award at the Cougar Cookout and commended the Foundation on the event. He also recently attended the ASO Halloween in the quad event as well as the men's and women's soccer games.

Trustee Eveland also enjoyed the Cougar Cookout. He shared that it was wonderful to reconnect with the honored football team at the Blast from the Past event, especially hearing where each had gone and what they had accomplished after their time at Taft College. Trustee Eveland also attended a dueling pianos community event.

President White recently attended the Oildorado kick off event and a women's basketball game. He liked the energy and competitiveness of the women's team this year. President White also thanked staff and the Foundation for Hall of Fame events. He also was able to connect with alumni and appreciated hearing how the College benefitted their lives.

Associated Student Organization

Jay Cuevas, Student Trustee, told the Board of details from the Halloween carnival and a Day of the Dead LGBTQ+ event. The ASO had run election events to bring awareness to students of the election process. Staff and faculty supported the events and lead discussions with those in attendance. Student Trustee

Cuevas reported that planning for the community Christmas parade is underway and that a team of ASO officers will attend the Student Leadership Academy in Sacramento.

Academic Senate

Professor Michelle Beasley is a part of the Faculty Empowerment Leadership Academy of the state Academic Senate. As a part of the program, she provided this month's report to the Board which included an overview of the Fall Plenary. Ms. Beasley shared the program from the Plenary with highlighted topics that pertain to the College. She also co-presented at the Plenary on the non-credit course topic. As a part of the state Senate's open invitation to non-faculty attendance at the meetings, manager Lori Sundgren attended the Plenary to hear statewide faculty discussions. Candace Duron, AS President, also added that Dr. Sharyn Eveland was honored at the Plenary for Senate Emeritus status.

Marketing and Community Relations

Susan Groveman, Executive Director of Marketing and Community Relations, is working with a consultant to increase accessibility on the website. A student worker has 19 TikTok videos on the College's account to reach students and potential students.

Instruction

Dr. Leslie Minor, Vice President of Instruction, reported that the semester is nearing the end and that the spring schedule is being finalized. It is also the evaluation period for faculty members. The Learning Center is hiring for spring tutors and the Dual Enrollment work to complete registration for spring is underway. The MESA program is attending the SHIP convention in Anaheim and will be attending a conference in Phoenix.

Jon Farmer, Distance Education Director, shared information from a Skill Up professional development lunch. The topic reviewed was the Peer Online Course Review process (POCR).

Student Services

Dr. Minor reported for Student Services. She shared that Financial Aid Director Amber Garcia attended training and that Pell Grants had been successfully disbursed. The athletics department is recognizing Veteran's at home events this week and women's golf has a player in the state playoffs. There are many reports that generate from Student Services that have been submitted on time.

Cecilia Alvarado, Dean of Student Services, said that November is Transfer Month with many events and workshops to prepare and celebrate students. A round table discussion was held with first generation students on their experiences at Taft College. She reported on event details from an EOPS first generation celebration, a LGBTQ+ safe space day, a food box giveaway for students, and planning for a CalFresh healthy eating event. There were many outreach events and site visits, and the community will be invited to an Open House event in December.

Information Technology/Institutional Research

Dr. Xiaohong Li, Vice President of IT/IR, said that staff had participated in a cybersecurity awareness quiz and that the District won a \$2,500 grant for cybersecurity awareness on campus. The IR staff continue to work with Collaborative Brain Trust to review a final draft of the Educational Master Plan. They are also preparing in advance of the fall deadline for the accreditation midterm report.

Workforce and Economic Development

Dr. Devin Daugherty, Interim Vice President of Workforce and Economic Development, is working on four agreements with partner institutions for future nursing clinical locations. He is working with Hall Ambulance to coordinate paramedic student placement. Taft College will be the coordinator for all student placement from various institutions.

SUPERINTENDENT REPORT

Dr. Hampton recognized the Café staff as the current employees of the month and explained the voice of many on campus requesting this honor be made. There was a tamale making event to celebrate Hispanic Heritage month and many enjoyed participating. The MESA program presented at the Taft Kiwanis club recently. Dr. Hampton recognized community spirit award winner, Secretary Orrin, and shared other celebrated details from the Cougar Cookout. He said that the Foundation honored Secretary Orrin and community Veterans and hosted many community members in the College's quad. Dr. Hampton gave an overview of events on campus that included a Public Safety Advisory meeting and career day, Administrative Services Appreciation Day, live radio broadcast from ESPN show host Greg Kerr, a West Kern Adult Education Network fall festival, and the HIRE luncheon hosted by Bakersfield Mayor Karen Goh that honored employers and programs including Taft Transition to Independent Living. He shared photos from the Hall of Fame events and again thanked the College committee and the Foundation for preparing such an event. He closed his report with details of the First Generation Day that was also the EOPS 55th birthday of the program.

CLOSED SESSION

There was no continuation of closed session.

NEXT MEETING

The next monthly meeting is scheduled for Wednesday, December 18, 2024.

ADJOURNMENT

At 7:25 p.m., on a motion by Trustee Gregory, seconded by Secretary Orrin and unanimously carried, the meeting was adjourned.

Respectfully Submitted:

Dr. Kathy Orrin, Secretary