

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

REGULAR MEETING

April 10, 2024

The regular meeting of the Board of Trustees of the West Kern Community College District was called to order at 5:01 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 Sarah Criss 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 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 Appointment/Employment, Government Code Section 54957
Title: Superintendent/President
- B. Conference with Labor Negotiators (Government Code section 54957.6)
Agency Designated Representative: Board President
Unrepresented Employee: Superintendent/President
- C. Public Employee Performance Evaluations, Government Code Section 54957
- D. Public Employee Discipline/Dismissal/Release/Complaint, Government Code Section 54957
- E. 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
- F. Conference with Legal Counsel – Potential Litigation, Pursuant to Paragraph (4) of Subdivision (d) of Government Code Section 54956.9
- G. Student Discipline and Other Confidential Student Matters, Education Code Sections 35146, 48900 et. Seq. and 48912(b)
- H. 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
- I. 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
- J. Conference with Real Property Negotiations
Property: Wheeler Ridge-Maricopa Water Storage District
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 6:04 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 was no general communication.

APPROVAL OF MINUTES

On a motion by Trustee Gregory, seconded by Trustee Eveland and unanimously carried, the minutes of the Regular meeting held March 13, 2024, the Special meeting held March 13, 2024 and the Special meeting held March 22, 2024 were approved.

NEW BUSINESS

Second Presentation and Request for Approval – Adjunct Faculty Program Update and Comprehensive Program Review Compensation

Ms. del Rosario said that this language provides compensation for adjunct faculty who assist with the completion of Program Review tasks outside of their assigned hours (copy attached to official minutes). On a motion by Trustee Gregory, seconded by Trustee Cole and unanimously carried, the request was approved.

CONSENT AGENDA:

- A. Request for Approval – 2024/25 Upper Division Coursework Fee
- B. Request for Approval – New Programs

Social Science Division

Associate in Arts in Psychology for Transfer
Associate in Arts in Political Science for Transfer

- C. Request for Approval – New Courses

Allied Health/Applied Tech Division

EHS 1560 Fire Prevention
EHS 1550 Endangered Species Regulation and Protection

Social Science Division

PSYC 2070 Introduction to Social Psychology
POSC 1507 Introduction to Politics of Race and Gender
POSC 1504 Introduction to International Relations
POSC 1506 Introduction to Political Science Research Methods
POSC 1503 Introduction to Comparative Politics

POSC 1502 Introduction to Political Theory

D. Request for Approval – Distance Education Course Approval

Allied Health/Applied Tech Division

KINE 1510 Introduction to Sport Management

KINE 1520 Sport in Society

KINE 1540 Sport and Exercise Psychology

EHS 1550 Endangered Species Regulations and Protection

Social Science Division

ADMJ 1510 Ethical Reasoning and Practice for Public Service

PSYC 2200 Elementary Statistics for the Behavioral and Social Sciences

PSYC 1570 Introduction to Social Psychology

Business, Arts, and Humanities Division

DRAM 1510 Introduction to Theatre

E. Request for Approval – Course Revisions

Learning Support Division

LRSK 0250 Improving Study Skills Strategies with Technology

RECR 1510 Introduction to Recreation and Leisure Service

TUTR 0260 Supervised Tutoring

Social Science Division

PSYC 2205 Introduction to Research Methods in the Social Sciences

ADMJ 1501 Introduction to Criminal Justice

ETHN 1510 Introduction to Ethnic Studies

HIST 2202 Western Civilization to 1600

HIST 2204 Western Civilization from 1600

HIST 2210 World Civilization to 1500

HIST 2212 World Civilization since 1500

HIST 2216 History of Latin America

HIST 2231 History of the United States to 1877

HIST 2230 Women in American History from Indigenous America to the Present

HIST 2232 History of the United States from 1877

HIST 2270 California History

HIST 2280 Survey of American Ethnic History

POSC 1501 Government

SOC 2120 American Social Problems

SOC 2038 Gender Studies

Math & Science Division

BIOL 2370 Nutrition Science

CHEM 1520 Introduction to Organic and Biochemistry

GEOG 1520 World Regional Geography

MATH 1500 Math for a Modern Society

PHYS 2221 General Physics (Calculus)

PSCI 1520 Introduction to Physical Science Lecture and Laboratory

Business, Arts and Humanities

ART 1610 Three-Dimensional Design
ART 1800 Introduction to Digital Art
ART 2010 Introduction to Printmaking
ART 1820 Computer Imaging: Adobe Photoshop
COMM 1510 Introduction to Mass Communications

- F. Request for Approval – Accrediting Commission for Community and Junior College (ACCJC) – Annual Report and Annual Fiscal Report
- G. Request for Ratification – MOU between the Research and Planning Group for Community Colleges and Taft College Open for Anti-Racism Project; 2/1/24 – 6/30/25
- H. Request for Ratification – Memorandum of Understanding Between Allan Hancock Joint Community College District and West Kern Community College District; 8/1/24 – 5/31/25
- I. Request for Approval – 2023/24 Request for Authorization to Transfer Unrestricted General Funds to the Futuris Public Entity Investment Trust Program for Post-Employment Benefits; \$484,464.00
- J. Request for Approval – Energy Management System (EMS) Controls Replacement Project – Alcorn Aire; \$47,160.00
- K. Request for Approval – Ascend Academic Subscription for Exan Software; 9/23/24 to 9/22/25; \$27,449.85
- L. Request for Ratification – Renewal of Lightcast Software Subscription; 3/22/24 – 3/21/25; \$16,000.00
- M. Request for Approval – Taft College Dental Hygiene Program to Purchase 2 Dental Chairs (Foundation Price, 311 Base MT) from Henry Schein under State of California DGS Cooperative Agreement #7-20-65-01A; \$15,643.64
- N. Request for Approval – HonorLock Proctoring Service; 5/1/24 – 6/30/25; \$10,000.00
- O. Request for Approval – Convergint Tech Lenel Software Maintenance; 5/3/24 5/2/25; \$9,856.00
- P. Request for Approval – Renew Turnitin (Plagiarism Detection) Account; 8/1/24 – 7/31/25; \$7,547.40
- Q. Request for Approval – ABTech Technologies Quotation #ABTQ16404, Red Hat License for IT Servers; 5/31/24 – 5/30/25; Estimated Total of \$6,090.72
- R. Request for Approval – Vehicle Maintenance Agreement Renewal with the Taft City School District; 7/1/24 – 6/30/25; \$82.00 per Hour with a Minimum ½ Hour Charge for Work Performed on Any Vehicle
- S. Request for Approval – Facility Use Agreement for West Side Recreation and Parks – Natatorium; 6/10/24 – 8/1/24; \$4,800.00
- T. Request for Approval - Facility Use Agreement for West Side Recreation and Parks – Rec n’ Yard (Pickleball Courts); 8/26/24 – 5/22/25; \$4,048.64
- U. Request for Approval – Agreement with Redrock Software Corp. for Annual Trac Cloud Hosting and Technical Support for the MESA Center Profile; 4/1/24 – 5/31/25; \$2,695.00
- V. Request for Approval – Independent Consultant Agreement with Jan Ashley; 4/11/24 – 4/30/24; \$250.00
- W. Ratification of the March 2024 Vendor Check & Purchase Order Registers

On a motion by Secretary Orrin, seconded by Trustee Eveland and unanimously carried, items A-W 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 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: 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, March 2024
4. Student Organization and Special Accounts, March 2024
5. Funds Deposited in County Treasury, March 2024
6. Employee Travel Report – March 2024

Trustee Reports

Secretary Orrin commend the TIL staff for the mixer held earlier today.

Trustee Cole also commended the TIL staff. The department recently held a carnival open house event that was well attended by the campus as well as community members. President White also noted that the event was a fun event and very welcoming to the community.

Trustee Gregory also came to the TIL carnival event. He also shared that the café continues to make an impression on community members each day. Since he began eating at the café consistently, he is

seeing growth in public use of the facility and an impact on school age customers who are comfortable on the campus.

Trustee Eveland added that he also has had positive feedback from the café. He commended Lead Cook Shelly Nicholson for her upbeat messages and for her clam chowder. Trustee Eveland also thanked café staff for their recent assistance in ensuring a TIL student was served when they were unable to go to the facility in person.

Academic Senate

Candace Duron, Academic Senate (AS) President, said that the Senate adopted a resolution to recommend Dr. Sharyn Eveland as an emeritus faculty member upon her retirement. Ms. Duron provided an update on the Peer Online Course Review (POCR) team and thanked the many staff and faculty members who have worked on this project. Recently, Ms. Duron attended a state meeting for Area A. Area A meeting discussions included reviews of draft resolutions that will be finalized to include on the Spring Plenary agenda.

Associated Student Organization (ASO)

Jay Cuevas, Student Trustee, said that ASO recently held a Safe Space lunch event to reach students. ASO events for spring fling week included a fun day with games, inflatables and other fun activities. There will be a dance tomorrow. ASO officers recently attended a state General Assembly meeting and were able to witness legislative action and attend breakout sessions that covered a wide variety of student issues across the state.

Marketing and Community Relations

Susan Groveman, Director of Marketing and Community Relations, shared an update on the TIL Casino Night and a recent video tribute project. Marketing work for enrollment is underway for strategies in English and Spanish. The Bookstore mural project is being finalized for installation.

Student Services

Dr. Damon Bell, Vice President for Student Services, introduced Pearl Daley as the new Athletic Counselor. He also announced that plans for commencement are underway. Staff will hold auditions for a singer and a speaker. There will be a dinner for staff and volunteers prior to the ceremony. Cecilia Alvarado, Dean of Student Services, shared details from 55 outreach events including several Cougar Days for area schools.

Dr. Amar Abbott, member of the Accessibility Committee, said that the College is participating in the Chancellor's Office Accessibility Capability Maturity Model (ACMM) that will kick off with a virtual meeting followed by two days of training for identified staff members. These meetings will initiate a scan for local accessibility concerns and to begin training in areas of accessibility across the campus.

Phi Theta Kappa

Dr. Sharyn Eveland, PTK advisor, shared that an induction ceremony will be held April 18th. Dr. Eveland also updated the Board on recent meetings by PTK President Alex Anguiano in an effort to explore student mural projects.

Foundation

Dr. Sheri Horn-Bunk, Executive Director, shared information about the Bernard Osher scholarship program. She also told the Board that CTE students from Taft College and the Taft Union High School Oil Technology Academy are participating in a feedback video for Chevron to share the impact of the company's contributions. Dr. Horn-Bunk also said that Jonathon Bench will serve as the Foundation's Development Associate.

Instruction

Lori Sundgren, Learning Center Director, reported that pre-pandemic student tutor hiring numbers are back.

Dr. Devin Daugherty, Dean of Instruction/CTE, said that he is planning with Panama Buena Vista Unified School District to host another large field trip next spring.

Ruby Payne, Faculty Association President, said faculty are working with students to be successful in courses and are looking forward to end of year celebration events.

Dr. Vickie Kimbrough, Director of Dental Hygiene, said that students are preparing for exams and are planning their annual pinning event.

Jon Farmer, Director of Distance Education, provided more details on the POCR certification that the College received. He recognized the faculty that underwent weeks of intensive training and are working well among each other to implement this process. The certification will allow the College to be among priority course hosts in the California Virtual Campus.

Meghan Hall Silveira, Director of the Child Development Center, told the Board of activities held during the week of Dr. Suess and for spring fling. The center will be doing annual infant/toddler assessments in the upcoming weeks.

Information Technology/Institutional Research

Dr. Xiaohong Li, Vice President of IT/IR, said that IT staff are leading the transition to Banner 9 and are assisting in the California Virtual Campus (CVC) project to simplify the student registration process when accessing local courses on the CVC. The IR department has implemented an online dashboard for enrollment data. The College will meet next week with the consultant team to continue developing the Educational Master Plan. This site visit will also include feedback from outside entities.

Administrative Services

Dr. Hampton, Vice President of Administrative Services, will work with staff to go live with Planet Bids on Monday. The staff will be trained in the use of the new tool and has a live project ready to test the new system.

Campus Safety and Security

Kevin Altenhofel, Director of Campus Safety and Security, stated that the campus Automated External Defibrillators (AED) were tested and updated as needed.

SUPERINTENDENT REPORT

Mr. McMurray shared details from the PBVUSD field trip for 500 middle school students. College departments hosted booths and welcomed the students to explore career paths. He also told the Board of events around the College including a Bookstore raffle, the dedication of the TIL lobby to Dr. David Cothrun, an Empowerment Summit for College students, and the hosting of an Easter egg hunt for Jefferson Elementary School. Mr. McMurray and a team from athletics and the Foundation attended the 3C2A conference with Taft College alum Danta Scarnecchia as he was inducted into the state Hall of Fame. The College also hosted a group from California Renewable Energy Laboratory. Celebrations this month included two PTK students being honored as 2024 All-California Academic Honor Roll recipients and the Women’s Basketball team being named the Kay Yow Cancer Fund Winner for efforts to raise money during their season with a variety of events and awareness campaigns.

NEXT MEETING

The next monthly meeting is scheduled for Wednesday, May 8, 2024.

CLOSED SESSION

There was not a continuation of closed session.

ADJOURNMENT

At 7:13 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