

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

REGULAR MEETING

February 10, 2021

The regular meeting of the Board of Trustees of the West Kern Community College District was called to order at 5:03 p.m. by President Dawn Cole. Secretary Emmanuel Campos and trustees Michael Long, Dr. Kathy Orrin and Billy White were present. Superintendent/President Dr. Debra Daniels and Executive Secretary Sarah Criss were in attendance. In order to comply with social distancing rules due to COVID-19, the meeting was held via Zoom to allow for public participation.

PUBLIC COMMENT ON CLOSED SESSION ITEMS

No comments were heard.

CLOSED SESSION

At 5:03 p.m. it was moved by Trustee White, seconded by Trustee Long 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
- 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)
- G. Conference with Legal Counsel - Existing Litigation
American Arbitration Association Case No. 012000147635
West Kern Community College and Allied World Insurance Company

RECONVENE IN OPEN SESSION; ANNOUNCE CLOSED SESSION ACTIONS

At 6:00 p.m., it was moved by Trustee White, seconded by Secretary Campos and unanimously carried, to reconvene in Public Session. President Cole reported the Board of Trustees took the following actions in the closed session on Agenda Item Number 3.G:

The Board Approved a settlement agreement between the District and Allied World Insurance Company which issued the Performance Bond for Cal Averland Construction, the original contractor for the Student Center Project. The settlement agreement relates to the claims of the District against

the Performance Bond after the District terminated Cal Averland Construction for default. Pursuant to the settlement agreement, World Allied Insurance will pay the District \$9,150,000 and the District will release World Allied Insurance. The Board voted as follows:

Emmanuel Campos Yes
Michael Long Yes
Dr. Kathy Orrin Yes
Billy White Yes
Myself, Dawn Cole Yes

The Board authorized the Superintendent/President to execute the settlement agreement on behalf of the District and to take all measures necessary to implement the settlement agreement.

PLEDGE OF ALLEGIANCE

President Cole led the pledge of allegiance.

PUBLIC COMMENT ON OPEN SESSION ITEMS

No comments were heard.

GENERAL COMMUNICATIONS

There were no general communications.

PRESENTATION - Quarterly Investment Reports

Brock McMurray reviewed the status of the Facilities Reserve and G.O. Bond investment accounts (copy attached to official minutes).

APPROVAL OF MINUTES

On a motion by Secretary Campos, seconded by Trustee Orrin and unanimously carried, the minutes of the Regular Meeting held January 13, 2021 were approved.

NEW BUSINESS

Second Reading and Request for Approval - Board Policy Review - #1200 - District Mission

Dr. Daniels said that the Board Policy was reviewed and found to still be in good standing. On a motion by Trustee White, seconded by Trustee Orrin and unanimously approved, the policy was approved (copy attached to the official minutes).

First Reading - Board Policy Revision - #4300 - Field Trips and Excursions

Dr. Daniels reported that the revision is as suggested by the Community College League of California Policy and Procedure service. Revisions are minor and keep the policy in alignment with current legislation.

CONSENT AGENDA:

- A. Request for Approval – Adjustments to 2020-21 Adopted Budget
- B. Request for Approval – 2021/2022 Nonresident Tuition Fees
- C. Information Item – CCFS-311Q for the 2nd Quarter Ending December 31, 2020
- D. Request for Ratification – Institution Participation Agreement between Community College League of California, Taft College, and Ex Libris (USA) for the Library Services Platform (LSP); 1/20/21 – 12/31/2023; First Year \$6,121 with Increase of no More than 4% for 2nd Year and No More than 4.5% for 3rd Year
- E. Request for Approval – ABTECH Technologies Quotation #ABTQ10254 Red Hat License for IT Servers; One-Year License Agreement; \$2,096.84
- F. Request for Approval – Contract for Professional Services with The Scholarship Expert for a Zoom Presentation: “How to Apply for Scholarships”; \$500.00
- G. Request for Approval – Service Agreement with Forklift Specialties, Inc. for Planned Equipment Maintenance; \$352.81 Every Sixty Days and \$2,116.86 Annually
- H. Ratification of the January 2021 Vendor Check & Purchase Order Registers

On a motion by Trustee Long, seconded by Secretary Campos and unanimously carried, Consent Agenda Items A – H were approved as presented (materials related to the items are attached to official minutes).

PUBLIC COMMENTS ON ITEMS OF GENERAL INTEREST

No comments were heard.

EMPLOYMENT

On a motion by Trustee Long and seconded by Trustee White, Employment Items A-B were approved by the following vote (Employment Items (*Appendix I and II*) are attached to official minutes):

Yes: Dawn Cole, Emmanuel Campos, Billy White, Michael Long and Dr. Kathy Orrin
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 2020/21
2. Expenditure Accounts (Account Level 1) FY 2020/21
3. Expenditure Detail of \$10,000.00 or Greater, January 2021
4. Student Organization and Special Accounts, January 2021
5. Funds Deposited in County Treasury, January 2021
6. Employee Travel Report – January 2021
7. Report of Investments as of the Quarter Ended December 31, 2020 Held at U.S. Bank Global Corporate Trust Services

Academic Senate

Dr. Sharyn Eveland, Academic Senate President, reported on current Senate action and discussion. Academic Senate has adopted Diversity, Equality, Inclusion, and Anti-Racism language into the review of curriculum process, professional development of Faculty and recommends language be included on Program Review documentation. The Senate has also requested a visit from the Area Academic Senate to discuss and clarify anti-racism education recommendations.

Student Services

Severo Balason, Vice President of Student Services, introduced the Director of Admissions and Records Rebecca Murillo.

Instruction

Dr. Leslie Minor, Vice President of Instruction, said that scheduling for Summer and Fall 2021 is underway. Instruction is working with Student Services and Instructional Research to complete the Community College Survey of Student Engagement (CCSSE).

Marketing and Community Relations

Susan Groveman, Director of Marketing and Community Relations, is currently preparing the 2021 Report to the Community to educate the community on the service provided by the College in the past year. Ms. Groveman has marketing work in progress with the Promise Program and the Finish Line Scholarship. Work also continues to prepare the College for the centennial celebration.

Foundation

Sheri Horn-Bunk, Director of the Foundation, reported that local Foundation efforts are doing well despite COVID-19 economic concerns. The Bob Hampton legacy scholarship account is growing. The Foundation will host another Taft Talk this coming Thursday. The topic will be COVID-19. President

Cole also recognized Ms. Horn-Bunks inclusion in an article in the Bakersfield Californian on the topic of the Finish Line Scholarship.

Transition to Independent Living

Aaron Markovits, Director of TIL, told the Board that staff is working on Fall semester planning. While hopes are to return in person staff are preparing regardless of the in-person status.

Career Technology Education

Dr. Jessica Grimes, Dean of Instruction and Career Technical Education, said that staff are working to plan for scheduling as well as intern opportunities for the Fall semester. Enrollment outreach planning is also ongoing.

Student Success

Dr. Windy Martinez, Dean of Student Success, told the Board that the term started well thanks to the work of many staff members. The staff welcomed Ms. Murillo to the team.

Faculty Association

Ruby Payne, Faculty Association President, said classes are underway and Faculty are already working to plan for future semesters. They are pleased to see the Student Center progress and look forward to the building being open to serve students.

Phi Theta Kappa

Dr. Sharyn Eveland, Phi Theta Kappa (PTK) Advisor, shared with the Board that with the online delivery of the upcoming conference and in conjunction with the Foundation, all PTK members will be offered the opportunity to attend the conference. The most recent eligibility submission recognized 346 new students who are eligible to join PTK.

REPORT OF THE SUPERINTENDENT/PRESIDENT

Dr. Daniels told the Board that the semester started smoothly. As staff returned to campus amid the rise in COVID-19 after the winter break, protocol was followed and exposure was minimal allowing for the semester to begin as planned. Work continues to be made on the Institution Self-Evaluation Report (ISER) for the Accreditation visit this fall. Currently edits from a third party are being analyzed to strengthen the report prior to submission to the commission.

Dr. Daniels shared with the Board that the College is honoring Black history month by sharing educational emails with the campus community. Dr. Grimes is assisting as co-chair of the Diversity, Equity, and Inclusion (DEI) committee. The committee will be rolling out more educational opportunities for staff in the future.

The College is working on scheduling planning for Summer and Fall and will remain flexible as the COVID-19 mandates are updated.

NEXT MEETING

The next monthly meeting is scheduled for Wednesday, March 10, 2021.

ADJOURNMENT

At 6:35 p.m., on a motion by Trustee White, seconded by Trustee Long and unanimously carried, the meeting was adjourned.

Respectfully Submitted:

Emmanuel Campos, Secretary