

WEST KERN COMMUNITY COLLEGE DISTRICT  
AGENDA FOR REGULAR MEETING

April 15, 2020

**Human Resource Conference Room**  
(Access Through the Library Entrance)

*No in-person public attendance permitted. Must use the Zoom website link due to the Governor's Executive Order issued on March 19, 2020 placing limits on public congregation.*

Join Meeting at the Following Web Address:

<https://zoom.us/j/481939879>

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.

1. CALL TO ORDER
2. ACTIONS
3. PLEDGE OF ALLEGIANCE
4. PUBLIC COMMENT ON OPEN SESSION AGENDA ITEMS
5. GENERAL COMMUNICATIONS
6. APPROVAL OF MINUTES - Regular Meeting Held March 11, 2020
7. NEW BUSINESS:
  - A. Request for Approval - Accrediting Commission for Community and Junior Colleges (ACCJC) - Annual Report  
**Vote**  
**Abstain:** \_\_\_\_\_  
**Cole:** \_\_\_\_ **Campos:** \_\_\_\_ **Long:** \_\_\_\_ **Orrin:** \_\_\_\_ **White:** \_\_\_\_
  - B. Request for Approval - Resolution 2019/20-20 - Declaring a State of Emergency and Delegating Authority to the Superintendent/President to Close District Centers, Campus, and Offices, and to Otherwise Respond to the Novel Coronavirus (COVID-19)  
**Vote**  
**Abstain:** \_\_\_\_\_  
**Cole:** \_\_\_\_ **Campos:** \_\_\_\_ **Long:** \_\_\_\_ **Orrin:** \_\_\_\_ **White:** \_\_\_\_
  - C. Second Reading and Request for Approval - Board Policy Review  
  
BP #3100 - Organizational Structure  
BP #3200 - Accreditation  
BP #3280 - Grants  
BP #3600 - Auxiliary Organizations  
BP #3710 - Intellectual Property and Copyright  
BP #3720 - Computer and Network Use  
BP #7135 - Substitute and Temporary Employees Paid Sick Leave  
**Vote**  
**Abstain:** \_\_\_\_\_  
**Cole:** \_\_\_\_ **Campos:** \_\_\_\_ **Long:** \_\_\_\_ **Orrin:** \_\_\_\_ **White:** \_\_\_\_
  - D. First Reading - Updates Board Policies  
  
BP #4025 - Philosophy and Criteria for Associate Degree and General Education  
BP #4030 - Academic Freedom  
BP #4100 - Graduation Requirements for Degrees and Certificates

BP #7240 - Confidential Employees

Vote

**Abstain:** \_\_\_\_\_

**Cole:** \_\_\_ **Campos:** \_\_\_ **Long:** \_\_\_ **Orrin:** \_\_\_ **White:** \_\_\_

E. First Reading - Board Policy Review

BP #2435 - Evaluation of Superintendent/President

BP #3310 - Records Retention and Destruction

BP #3440 - Service Animals

BP #3501 - Campus Security and Access

BP #3503 - Missing Student Notification

BP #3540 - Sexual and Other Assaults on Campus

BP #4010 - Academic Calendar

BP #4060 - Delineation of Functions Agreements

BP #4110 - Honorary Degrees

BP #4230 - Grading Symbols

BP #4231 - Grade Changes

BP #4240 - Academic Renewal

BP #4260 - Prerequisites and Co-Requisites

BP #4500 - Partnership with WESTEC

BP #5110 - Counseling

BP #5700 - Intercollegiate Athletics

BP #6100 - Delegation of Authority, Business and Fiscal Affairs

BP #6150 - Designation of Authorized Signatures

BP #6324 - Disclosure Policy for Public Debt Obligations

BP #7100 - Commitment to Diversity

BP #7110 - Delegation of Authority, Human Resources

BP #7130 - Compensation

BP #7140 - Collective Bargaining

BP #7210 - Academic Employees

BP #7345 - Catastrophic Leave Program

BP #7350 - Resignations

BP #7370 - Political Activity

BP #7510 - Domestic Partners

Vote

**Abstain:** \_\_\_\_\_

**Cole:** \_\_\_ **Campos:** \_\_\_ **Long:** \_\_\_ **Orrin:** \_\_\_ **White:** \_\_\_

8. CONSENT AGENDA (Items A - H)

- A. Request for Approval - West Kern Adult Education Network (WKAEN) Joint Powers Authority (JPA) Funds Agreement Between West Kern Community College District and WKAEN; 7/1/20 -6/3/21

- B. Request for Approval – Strong Work Force Regional Program – Central/Mother Lode Regional Consortium between State Center Community College District and West Kern Community College District – Amendment III; 12/31/20 – 12/31/21
- C. Request for Ratification – California Virtual Campus – Online Education Initiative (CVC-OEI) Subaward Agreement – Amendment #1
- D. Request for Approval – 2019/20 Audit Service Engagement with CWDL, Certified Public Accountants; \$55,380 for District Annual Report, \$6,310 for Proposition 39 Audit, and \$1,000 for Foundation Tax Return
- E. Request for Approval – Extension of Application Subscription Program Agreement with TouchNet Information Systems, Inc.; \$42,415 with TouchNet Reserving Right to Annual Increase Not to Exceed 10% per Year; Five Years Commencing 6/1/20 – 5/31/25
- F. Request for Approval – 2020-2023 Property and Casualty Claims Administration Services Agreement; 7/1/20 – 6/30/23
- G. Request for Approval – Adidas – Elite Team Agreement; 7/1/20 – 6/30/24
- H. Ratification of the March 2020 Vendor Check & Purchase Order Registers

**Consent Agenda Vote**

**Abstain:**

**Cole:** \_\_\_\_ **Campos:** \_\_\_\_ **Long:** \_\_\_\_ **Orrin:** \_\_\_\_ **White:** \_\_\_\_

9. PUBLIC COMMENT ON ITEMS OF GENERAL INTEREST

10. EMPLOYMENT (Action)

- A. Classified Employment (Appendix II)

**Vote**

**Abstain:**

**Cole:** \_\_\_\_ **Campos:** \_\_\_\_ **Long:** \_\_\_\_ **Orrin:** \_\_\_\_ **White:** \_\_\_\_

11. REPORTS:

- A. Financial Reports (For Information)
  - 1. Revenue Accounts (Account Level 1) FY 2019/20
  - 2. Expenditure Accounts (Account Level 1) FY 2019/20
  - 3. Expenditure Detail of \$10,000.00 or Greater, March 2020
  - 4. Student Organization and Special Accounts, March 2020
  - 5. Funds Deposited in County Treasury, March 2020
  - 6. Employee Travel Report – March 2020
- B. Trustee Reports
- C. Academic Senate Report
- D. Reports from Staff and Student Organizations

12. REPORT OF THE SUPERINTENDENT

13. NEXT MEETING DATE

The next regular meeting is scheduled for Wednesday, May 13, 2020, at 5:00 p.m.

14. PUBLIC COMMENT ON CLOSED SESSION ITEMS

15. 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/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)

16. RECONVENE IN OPEN SESSION; ANNOUNCE CLOSED SESSION

17. ADJOURNMENT