

WEST KERN COMMUNITY COLLEGE DISTRICT  
AGENDA FOR REGULAR MEETING

January 13, 2021

**Cougar Room**  
(Access Through the Library Entrance)

*No in-person public attendance permitted. Limited physical attendees must wear a mask. 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:

Join Zoom Meeting

<https://cccconfer.zoom.us/j/98799809625> (Open Session Will Begin at 6 p.m.)

5:00 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. PUBLIC COMMENT ON CLOSED SESSION ITEMS
3. 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)
4. RECONVENE IN OPEN SESSION; ANNOUNCE CLOSED SESSION
5. FLAG SALUTE
6. PUBLIC COMMENT ON OPEN SESSION AGENDA ITEMS
7. GENERAL COMMUNICATIONS
8. APPROVAL OF MINUTES – Regular Meeting Held December 9, 2020, Special Meeting Held December 9, 2020 and Special Meeting Held December 21, 2020
9. NEW BUSINESS:
  - A. Request for Approval – Resolution No. 2020/21-08 – Authorizing the Kern County Auditor-Controller to Release Excess Impounded Local Tax-Revenue
  - B. First Reading – Board Policy Review - #1200 District Mission (No Action)
10. CONSENT AGENDA (Items A - O)
  - A. Request for Approval – Program Revision  
Allied Health/Applied Technologies Division  
Dental Hygiene – Associate in Science
  - B. Request for Approval – New Courses  
Social Science Division

ETHN 2110 Introduction to Race and Ethnicity  
HIST 2280 Survey of American Ethnic History  
ADMJ 1510 Ethical Reasoning and Practice for Public Service

C. Request for Approval – Course Revisions

Math & Science Division

ASTR 1511 Introduction to Astronomy

Social Science Division

HIST 2216 History of Latin America

Liberal Arts Division

BUSN 1059 Electronic Machine Calculations

Allied Health/ Applied Technologies Division

CTRP 1080 Court & Deposition Procedures  
CTRP 1210 Proofreading for the Court Reporting  
DN TL 2020 Local Anesthesia and Nitrous Oxide  
DN TL 2024 Clinical Practice I  
DN TL 2242 Ethics, Law & Practice Management

D. Request for Approval – Distance Education Course Approval

ART 1610 Three-Dimensional Design  
ART 1631 Figure Drawing  
ART 2010 Introduction to Printmaking  
ASTR 1511 Introduction to Astronomy  
CTRP 1075 Legal Terminology  
CTRP 1080 Court and Deposition Procedures  
KINE 1500 Introduction to Kinesiology  
PHED 1649 Introduction to Athletic Training  
BSAD 2220 Introduction to Financial Accounting  
BUSN 1050 Business Mathematics  
BUSN 1059 Electronic Machine Calculations  
CTRP 1070 Legal Terminology I  
ENER 1503 Environmental Awareness & Regulatory Compliance  
ENER 1510 Introduction to Energy  
PHED 1523 Beginning Weightlifting and Physical Fitness  
PHED 1623 Intermediate Weightlifting and Physical Fitness  
PHED 1723 Advanced Weightlifting and Physical Fitness  
PHED 1823 Elite Weightlifting and Physical Fitness  
CTRP 1210 Proofreading  
CTRP 1015 Computer-Aided Transcription  
CTRP 1250 Certified Shorthand Reporter Preparation  
DN TL 2024 Clinical Practice I  
DN TL 2025 Patient Management and Geriatrics  
DN TL 2026 Nutrition in Dentistry

DNTL	2240	Periodontics II
DNTL	2241	Practice and Financial Management
DNTL	2243	Clinical Practice III
DNTL	2244	Community Oral Health II
DNTL	2245	Ethics and Jurisprudence
EFEC	1001	Introduction to Curriculum
HLED	1531	Emergency Medical Technician 1-A A Refresher Course
HLED	1535	Emergency Medical Technician
CTRP	1010	Beginning Machine Shorthand Theory and Lab 1
CTRP	1090	Punctuation and Grammar

- E. Request for Approval – Proposed Fee for School Year 2021-22 for TIL Students
  - F. Request for Approval – CommonLook Suite Software Annual Subscription; Effective Upon Purchase; \$18,615.68
  - G. Request for Ratification – eLumen Annual License Renewal, Quote #3372418; 1/1/21 - 12/31/21; \$14,185.00
  - H. Request for Ratification – ABTECH Technologies Quotation #ABTQ10121 Virtual Environment Refresh Project; \$12,500.00
  - I. Request for Approval – Institution Participation Agreement with Proctorio and ConexED; 1/1/21 – 6/30/21; Proctorio \$8,246.00 and ConexED \$7,854.00
  - J. Request for Approval – Agreement with Quicksilver Software, Inc. to Update TC-Stats Software Package; Not to Exceed \$6,800.00
  - K. Request for Approval – Agreement with Oleg Bepalov – Professional Editing Services for Accreditation Report; 1/13/21 – 5/31/21; \$150.00 per Hour Not to Exceed 20 Hours
  - L. Request for Ratification – Institution Participation Agreement with Instructure/Canvas for Student Phone Support; 1/1/21 – 6/30/21; \$972.30
  - M. Request for Ratification – Institution Participation Agreement with Instructure/Canvas for Faculty Phone Support; 1/1/21 – 6/30/21; \$79.20
  - N. Request for Approval – Arvin Union School District Piggyback Bid No. 2018-19-001; Expires 11/12/21
  - O. Ratification of the December 2020 Vendor Check & Purchase Order Registers
11. PUBLIC COMMENT ON ITEMS OF GENERAL INTEREST
12. EMPLOYMENT (Action)

- A. Academic Employment (Appendix I)
- B. Classified/Classified Administrator Employment (Appendix II)
- C. Resignations/Retirements (Appendix II)

13. REPORTS:

- A. 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, December 2020
  - 4. Student Organization and Special Accounts, December 2020
  - 5. Funds Deposited in County Treasury, December 2020
  - 6. Employee Travel Report - December 2020
- B. Trustee Reports
- C. Academic Senate Report
- D. Reports from Staff and Student Organizations

14. REPORT OF THE SUPERINTENDENT

15. NEXT MEETING DATE

The next regular meeting is tentatively scheduled for Wednesday, February 10, 2021,  
at 5:00 p.m.

16. ADJOURNMENT