

**WEST KERN COMMUNITY COLLEGE DISTRICT  
AGENDA FOR SPECIAL MEETING**

December 10, 2021

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

*In accordance with COVID-19 protocol masks will be required.*

7:00 a.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 ACTION
5. PUBLIC COMMENT ON OPEN SESSION AGENDA ITEMS
6. ANNUAL ORGANIZATION MEETING
- A. Organization of Board of Trustees – Election of President and Secretary
  - B. Setting of a Regular Monthly Meeting as Required by Law
    - January 12, 2022
    - February 9, 2022
    - March 9, 2022
    - April 6, 2022
    - May 11, 2022
    - June 8, 2022
    - July 13, 2022
    - August 10, 2022
    - September 14, 2022
    - October 12, 2022
    - November 9, 2022
    - December 14, 2022
7. NEW BUSINESS:
- A. Second Presentation and Request for Approval – Proposed Compensation Increase to the 2021-22 Classified Salary Schedules, Appendix A; Effective January 1, 2022
  - B. Second Presentation and Request for Approval – Tentative Agreement with the Taft College Faculty Association (TCFA) regarding the revision of Article 6.9, Campus Security Video Monitoring and Surveillance Technology, to the Faculty Collective Bargaining Agreement
8. CONTINUATION OF CLOSED SESSION (If Necessary)
9. NEXT MEETING DATE  
The next regular meeting is tentatively scheduled for Wednesday, January 12, 2022, at 5:00 p.m. pending meeting scheduling during an organizational meeting of the Board.
10. ADJOURNMENT

**Date:** December 2, 2021  
**Submitted by:** Heather del Rosario, Vice President of Human Resources  
**Area Administrator:** Dr. Debra Daniels, Superintendent/President  
**Subject:** Request for Approval

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**Board Meeting Date:** December 10, 2021

**Title of Board Item:**

Second Presentation: Proposed compensation increase to the 2021-22 Classified Salary Schedules, Appendix A.

**Background:**

Due to the January 2, 2022 increase in minimum wage, and as part of the continuing dialogue through the Taft College Classified Collective Bargaining Committee, the parties have reached a consensus regarding a compensation increase Classified Salary Schedules, Appendix A.

**Terms (if applicable):**

An implementation date will be January 1, 2022.

**Expense (if applicable):**

See below.

**Fiscal Impact Including Source of Funds (if applicable):**

The amount will be included in the Adopted Budget for 2021-22.

**Approved:**   
\_\_\_\_\_  
Dr. Debra Daniels, Superintendent/President

Tentative Agreement

California School Employees Association and its  
Taft College Chapter #543  
And  
West Kern Community College District

Minimum Wage Adjustment to the Classified Salary Schedule

This West Kern Community College District ("District") and California School Employee Association and its Chapter #543 ("CSEA") (collectively referenced as the "parties") here by agree to the following Tentative Agreement and is with respect to the following recitals:

As part of continuing dialogue through the Taft College Classified Collective Bargaining Committee, the parties have reached a consensus regarding an adjustment to the Classified Salary Schedules, Appendix A, to reflect the January 1, 2022 change to minimum wage.

Now, therefore, CSEA and the District hereby agree as follows:

- 1) The above recitals are true and correct.
- 2) An adjustment to Ranges 1-11 to reflect the increase of minimum wage to \$15.00/hour will be applied and implemented effective January 1, 2022. The parties further agree to update the Classified Salary Schedule, Appendix A of the collective bargaining agreement ("CBA") as appropriate.
- 3) Except as set forth in the Agreement, all other terms and conditions of the CBA will remain unchanged.
- 4) This agreement does not establish a precedent or create a past practice in regard to the subject matters set forth herein.
- 5) The terms of this Tentative Agreement may not be cited or relied upon for any other purpose in any other administrative or judicial matter or forum.
- 6) This Agreement will become effective after ratification by the CSEA members.

  
\_\_\_\_\_  
Debra Daniels, Superintendent/President  
West Kern Community College District

Dated: 12/2/21

\_\_\_\_\_  
Greg Hawkins, President  
California School Employees Association Chapter #543

Dated: \_\_\_\_\_

\_\_\_\_\_  
Andrea Juarez, Labor Relations Representative  
California School Employees Association

Board Approval:

\_\_\_\_\_  
Dawn Cole, President  
Board of Trustees, West Kern Community College District

First Presentation: December \_\_\_\_\_, 2021

Second Presentation/Approval: December \_\_\_\_\_, 2021

**Date:** December 2, 2021

**Submitted by:** Heather del Rosario, Vice President of Human Resources

**Area Administrator:** Dr. Debra Daniels, Superintendent/President

**Subject:** Request for Ratification

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**Board Meeting Date:** December 10, 2022

**Title of Board Item:**

Second Presentation – Tentative Agreement with the Taft College Faculty Association (TCFA) regarding the revision of Article 6.9, Campus Security Video Monitoring and Surveillance Technology, to the Faculty Collective Bargaining Agreement

**Background:**

As part of the continuing dialogue through the TCFCBC, the parties have reached a consensus regarding the language and intent of the security camera policy. The parties have agreed to revise Article 6.9, Campus Security Video Monitoring and Surveillance Technology, to the current collective bargaining agreement to read as follows:

**6.9 Security Video Monitoring and Surveillance Technology:** Video monitoring will not be used to view or record workstations, including private offices, desks or cubicles, classrooms, or rooms where students, staff and/or faculty commonly work, study, or hold discussions, living areas, or other common-use areas where a reasonable expectation of privacy exists.

Video and access control security records will not be used for purposes related to the evaluation of employee job performance, nor will they be used as a means to track employee attendance and/or as a timekeeping record. However, the District may use such records in support of disciplinary proceedings against faculty, staff, or student(s), in a civil suit against person(s) whose activities are shown on the recording and are the basis for the suit. The Director of Campus Security or an authorized District administrator shall only perform review of video records, with a good faith reason for review.

Security cameras will not be monitored in real time with the exception of those located in the Campus Safety and Security office; as an immediate response to the report of criminal activity on campus; suspicious behavior or in the course of an ongoing investigation of criminal activity. Cameras shall only be reviewed and monitored by the Director of Campus Security or an authorized District administrator with a good faith reason for the review, with the following exceptions:

1. Bookstore public retail areas may be monitored in real time by Bookstore employees;

2. Cougar Café food service areas may be monitored in real time by Café employees;
3. Child Development Center classrooms may be observed in real time as an instructional activity in alignment with Early Childhood Education curriculum under the direction and supervision of appropriate faculty and/or Child Development Center staff.

Information obtained in violation of the District's campus security camera policy may not be used in a disciplinary proceeding (with the exception of alleged criminal activity) against a faculty member. It is not the intent of the policy to use security cameras for the monitoring of faculty or employees for disciplinary purposes, performance evaluations, or corrective action.

The District will provide a 10-day written notice to the President and Vice-President of the Faculty Association of proposed installation of new cameras. The Faculty Association will notify the Administration within 10 days if they believe the new cameras are not in compliance with the campus security camera policy prior to the cameras being activated.

The District will provide a 10-day written notice to the President and Vice-President of the Faculty Association of any proposed changes to the campus security camera policy or if any new security or surveillance technology is to be installed or activated by the District.

**Terms (if applicable):**

An implementation date of November 19, 2021.

**Expense (if applicable):**

N/A

**Fiscal Impact Including Source of Funds (if applicable):**

N/A

**Approved:** \_\_\_\_\_  
Dr. Debra Daniels, Superintendent/President

2. Cougar Café food service areas may be monitored in real time by Café employees;
3. Child Development Center classrooms may be observed in real time as an instructional activity in alignment with Early Childhood Education curriculum under the direction and supervision of appropriate faculty and/or Child Development Center staff.

Information obtained in violation of the District's campus security camera policy may not be used in a disciplinary proceeding (with the exception of alleged criminal activity) against a faculty member. It is not the intent of the policy to use security cameras for the monitoring of faculty or employees for disciplinary purposes, performance evaluations, or corrective action.

The District will provide a 10-day written notice to the President and Vice-President of the Faculty Association of proposed installation of new cameras. The Faculty Association will notify the Administration within 10 days if they believe the new cameras are not in compliance with the campus security camera policy prior to the cameras being activated.

The District will provide a 10-day written notice to the President and Vice-President of the Faculty Association of any proposed changes to the campus security camera policy or if any new security or surveillance technology is to be installed or activated by the District.

**Terms (if applicable):**

An implementation date of November 19, 2021.

**Expense (if applicable):**

N/A

**Fiscal Impact Including Source of Funds (if applicable):**

N/A

Approved:   
Dr. Debra Daniels, Superintendent/President

**Tentative Agreement Between**  
**Taft College Faculty Association (TCFA/CTA/NEA)**  
**And**  
**West Kern Community College District**

**CAMPUS SECURITY VIDEO MONITORING AND SURVEILLANCE TECHNOLOGY**

This Tentative Agreement (“Agreement”) is made by and between the Taft College Faculty Association (“TCFA/CTA/NEA”) and the West Kern Community College District (“District”) (collectively referenced as the “parties”) with respect to the following recitals:

As part of continuing dialogue through the Taft College Faculty Collective Bargaining Committee, the parties have reached a consensus regarding the revision of Article 6.9 Campus Security Video Monitoring and Surveillance Technology policy to the Faculty Collective Bargaining Agreement.

Now, therefore, TCFA/CTA/NEA and the District hereby agree as follows:

1. The above recitals are true and correct.
2. The parties agree, effective November 19, 2021, Article 6.9, Security Video Monitoring and Surveillance Technology, shall be revised and added to the TCFA Collective Bargaining Agreement. Article 6.9 is attached as Exhibit 1 below, with agreed upon revisions in red.

The complete language for Article 6.9 is attached as Exhibit 1 and will be added to the TCFA Collective Bargaining Agreement.

3. Except as set forth in this Agreement, all other terms and conditions of the CBA shall remain unchanged.
4. This Agreement will become effective after ratification by the TCFA/CTA/NEA members and the District’s Governing Board.

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Dawn Cole, President  
Board of Trustees  
West Kern Community College District

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Ruby Payne, President  
Taft College Faculty Association/CTA/NEA

Dated: December \_\_\_\_\_, 2021

Dated: January \_\_\_\_\_, 2021

Board Approval:

First Presentation: December 8, 2021

Second Presentation/Approval: January 12, 2022



## Exhibit 1

6.9 Security Video Monitoring and Surveillance Technology: Video monitoring will not be used to view or record workstations, including private offices, desks or cubicles, classrooms, or rooms where students, staff and/or faculty commonly work, study, or hold discussions, living areas, or other common-use areas where a reasonable expectation of privacy exists.

Video and access control security records will not be used for purposes related to the evaluation of employee job performance, nor will they be used as a means to track employee attendance and/or as a timekeeping record. However, the District may use such records in support of disciplinary proceedings against faculty, staff, or student(s), in a civil suit against person(s) whose activities are shown on the recording and are the basis for the suit. The Director of Campus Security or an authorized District administrator shall only perform review of video records, with a good faith reason for review.

Security cameras will not be monitored in real time with the exception of those located in the Campus Safety and Security office; as an immediate response to the report of criminal activity on campus; suspicious behavior or in the course of an ongoing investigation of criminal activity. Cameras shall only be reviewed and monitored by the Director of Campus Security or an authorized District administrator with a good faith reason for the review, with the following exceptions:

1. Bookstore public retail areas may be monitored in real time by Bookstore employees;
2. Cougar Café food service areas may be monitored in real time by Café employees;
3. Child Development Center classrooms may be observed in real time as an instructional activity in alignment with Early Childhood Education curriculum under the direction and supervision of appropriate faculty and/or Child Development Center staff.

Information obtained in violation of the District's campus security camera policy may not be used in a disciplinary proceeding (with the exception of alleged criminal activity) against a faculty member. It is not the intent of the policy to use security cameras for the monitoring of faculty or employees for disciplinary purposes, performance evaluations, or corrective action.

The District will provide a 10-day written notice to the President and Vice-President of the Faculty Association of proposed installation of new cameras. The Faculty Association will notify the Administration within 10 days if they believe the new cameras are not in compliance with the campus security camera policy prior to the cameras being activated.

The District will provide a 10-day written notice to the President and Vice-President of the Faculty Association of any proposed changes to the campus

security camera policy or if anynew security or surveillance technology is to be installed or activated by the District.