

BOARD OF TRUSTEES
KERN COMMUNITY COLLEGE DISTRICT
MINUTES

December 20, 2012

ORGANIZATIONAL & REGULAR MEETING

OPEN SESSION

Call to Order

The organizational and regular meeting of the Board of Trustees of the Kern Community College District was called to order by Mr. John S. Corkins, President, at 11:10 a.m., on Thursday, December 20, 2012, in the Pacific Conference Room, Weill Institute, 2100 Chester Avenue, Bakersfield, CA 93301.

Roll Call

Members present: Trustees John S. Corkins, President; John A. Rodgers, Vice President; Kay S. Meek; Dennis L. Beebe, Clerk; Stuart O. Witt; Trustees Pauline F. Larwood

Members absent: Rose Marie Bans

District Administration and staff: Sandra Serrano, Chancellor
Abe Ali, Vice Chancellor, Human Resources
Eileen O'Hare Anderson, Attorney, LCW

Adoption of Agenda

It was moved by Trustee Beebe, seconded by Trustee Rodgers, and carried that the Board adopt the agenda. A copy of the agenda is on file in the Supplementary Minutes File.

PUBLIC COMMENTS
CLOSED SESSION

Public Comments

There were no requests for Public Comments.

ADJOURNMENT TO CLOSED SESSION

Adjournment to Closed Session

The meeting was adjourned to Closed Session at 11:10 a.m.

- A. Public Employee —Discipline/Dismissal/Release/Reassignment [Government Code Section 54957]
- B. Student Matters--- [Education Code Section 72122 and 76232]
- C. Management Association – Meet and Confer Issues [Government Code Section 54957.6]
- D. Business Matters--- Anticipated Litigation [Government Code Section 54957(b)]

ADJOURNMENT

Adjournment

The President adjourned Closed Session at 11:10 a.m., to reconvene in Regular Session, in the Pacific Conference Room, Weill Institute, 2100 Chester Avenue, Bakersfield, CA 93301 at 1:00 p.m.

RETURN TO OPEN SESSION-- PRELIMINARY

The regular meeting was called to order by Trustee Corkins, at 1:05 p.m., on Thursday, November 8, 2012, The Forums, Weill Institute, and 2100 Chester Avenue, Bakersfield, CA 93301. Trustee Corkins announced that the proceedings of the meeting were being recorded on tape.

Roll Call

Members present: Trustees John S. Corkins, President; John A. Rodgers, Vice President; Kay S. Meek and Dennis L. Beebe, Clerk; Stuart O. Witt; Trustee Pauline F. Larwood; Student Trustee Angelo Sanchez

Members absent: Rose Marie Bans

District Administration and staff: Sandra Serrano, Chancellor
Thomas Burke, Chief Financial Officer
Abe Ali, Vice Chancellor, Human Resources
John Means, Associate Vice Chancellor, Educational Services
Danielle Hillard, Executive Assistant, Chancellor's Office (scribe)

Bakersfield College:
Cerro Coso Community College:
Porterville College:

Nan Gomez-Heitzeberg, Interim President
Jill Board, President
Rosa Carlson, President

Pledge to the Flag

Trustee Meek led the Pledge of Allegiance.

Report of Actions Taken in Closed Session

Trustee Corkins reported that the Trustees met in Closed Session and took action on a discrimination complaint. It was moved by Trustee Witt and seconded by Trustee Meek, and carried that the Board approve the action taken.

PRELIMINARY (Continued)

Approval of Consent Items

The President asked if any member of the Board of Trustees or District Cabinet wished to remove an item from the consent agenda for discussion. Mr. Burke, CFO, asked that Educational Services item # 13 be pulled and taken up in the regular meeting for a date correction. It was moved by Trustee Larwood, seconded by Trustee Witt, and carried that the Board approve the remainder of the Consent Items for Business Services, Educational Services, and Human Resources, as submitted.

Approval of the minutes for the Regular Meeting of November 8, 2012

It was moved by Trustee Witt, seconded by Trustee Rodgers and carried that the Board approve the minutes of Regular Meetings of November 8, 2012 be approved as submitted.

Administration of the Oath of Office for Trustees

Chancellor Serrano administered the Oath of Office for newly elected Trustee Mr. Ruben Hill, Trustee Area IV, as well as Re-Elected Trustees Mrs. Kay Meek and Mr. Dennis Beebe, Trustees for Area III, who were unopposed.

Kern Community College District, Presentation of Commendations to Retirees

Mr. John Corkins, Board President, presented Citations of Commendation to retiring staff members. Ms. Sandra Serrano, Chancellor; Nan Gomez-Heitzeberg, Interim President, Bakersfield College and Dr. Rosa Carlson, President, Porterville College, expressed appreciation to the following retirees for their years of valued service to the District. A copy of said Report No. A-18-11 in the Supplementary Minutes File is hereby made a part of these minutes of this meeting by reference as if fully set forth herein.

Board of Trustees Presentation to Mr. Stuart O. Witt

Mr. Corkins, Board President presented a Certificate of Recognition and Appreciation issued by the Kern County Board of Education to Mr. Stuart O. Witt for 10 years of distinguished service as Trustee for the Kern Community College District.

Approval of Revision to Regular Board Meeting Scheduled for January 17, 2013

It was moved by Trustee Witt and seconded by Trustee Rodgers, and carried that the Board approve the January 17, 2013 Regular Meeting be changed to a Board Retreat as submitted. A copy of said Report No. A-19-12 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

Correspondence to the Board of Trustees and/or Communications

The Chancellor reported that the Kern Community College District received a letter from CSEA regarding health and welfare benefits for permanent part-time and fluctuating hour employees.

ORGANIZATION OF THE
BOARD OF TRUSTEES

Election of President

It was moved by Mrs. Meek, seconded by Mrs. Larwood, and carried that the Board elect Mr. John S. Corkins to serve as President.

Election of Vice President

It was moved by Mrs. Meek, seconded by Mr. Beebe, and carried that the Board elect Mr. John A. Rodgers to serve as Vice President.

Election of Clerk

It was moved by Mrs. Meek, seconded by Mr. Rodgers, and carried that the Board elect Mr. Dennis L. Beebe to serve as Clerk.

Election of Trustee Representative and Alternate to the Kern County Committee on School District Organization

It was moved by Mr. Corkins, seconded by Mr. Witt, and carried that the Board elect Mr. John Rodgers, to serve as the Trustee Representative to the Kern County Committee on School District Organization. It was moved by Mr. Beebe, seconded by Mrs. Larwood, and carried that Mrs. Kay Meek serve as the alternate. They are authorized to cast the vote for the members to be elected to the Kern County Committee on School District Organization in 2013.

Approval of the Board of Trustees Calendar for 2013-2014

It was moved by Trustee Witt and seconded by Trustee Rodgers, and carried that the Board approve the Board of Trustees Calendar for 2013-2014 as submitted. A copy of said Report No. A-20-12 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

LEGISLATIVE WORK STUDY SESSION

Marc McDonald, Legislative Advocate for McCallum Group, Inc., presented the 2012 California Legislative Overview for Assembly and Senate bills that passed, were vetoed or failed. He elaborated on how the outcome of these bills will impact the state budget and specifically the Kern Community Colleges' budget. Mr. McDonald called for questions from the trustees at the close of his presentation. A copy of the PowerPoint Report No. A-21-12 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

WORK STUDY SESSION

Mr. Burke, CFO, presented the Investment Reports of the Kern Community College District for the first quarter period commencing July 1, 2012 through September 30, 2012 as shown in the Business Services Report. Mr. Burke stated that Kern Community College District investment reports are in compliance with established investment guidelines. A copy of said Report No. B-153-12 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

ADMINISTRATIVE REPORTS

First readings were presented for proposed revisions to the Kern Community College District Board Policy Manual, Section Two; Board of Trustees Policies 2B3, 2B6 and 2C. A copy of said Report No. A-22, 23, and 24-12 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

PUBLIC COMMENTS- OPEN SESSION

Public Comments

There were no comments.

BUSINESS SERVICES- APPROVALS

Kern Community College District, Construction Agreement with Monroe Construction, Inc.

It was moved by Trustee Rodgers, seconded by Trustee Meek, and carried that the Board to approve the agreement with Monroe Construction, Inc. for the HVAC Upgrades to the Information Technology Room Project as recommended in the Business Services Report. A copy of said Report B-154-12 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

Cerro Coso Community College, Work Authorization for gkkworks

It was moved by Trustee Larwood, seconded by Trustee Meek, and carried that the Board to approve the work authorization for architectural and engineering work with gkkworks for the Cerro Coso Community College Main Building Modernization Project. Trustee Witt abstained from voting due to a conflict of interest. A copy of said Report B-155-12 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

Cerro Coso Community College, Construction Agreement with Martin Co.

It was moved by Trustee Rodgers, seconded by Trustee Larwood, and carried that the Board to approve the construction agreement with C. Martin, Co. for the Cerro Coso Community College Temporary Student Services One Stop Shop Project. Trustee Witt abstained from voting due to a conflict of interest. A copy of said Report B-156-12 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

Porterville College, Construction Agreement with American Incorporated

It was moved by Trustee Rodgers, seconded by Trustee Meek, and carried that the Board approve the construction agreement with American Incorporated for the Porterville College Science Math Building Heating, Ventilation and Cooling, Boiler, Water Heater Replacement Project as recommended in the Business Services Report. A copy of said Report B-157-12 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

Kern Community College District, Resolution to authorizing Kern County Auditor to release the excess impounded monies

It was moved by Trustee Meek, seconded by Trustee Beebe, and carried that the Board approve the resolution authorizing Kern County Auditor to determine the amount and request release of excess impounded monies in settlement of pending claims and/or litigation as recommended in the Business Services Report. A copy of said Report R-20-12 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

Kern Community College District, Resolution to authorize application for San Joaquin Valley Air Pollution Control District Public Benefit Grant Program

It was moved by Trustee Larwood, seconded by Trustee Witt, and carried that the Board approve the resolution authorizing application to the Kern Community College District for the San Joaquin Valley Air Pollution Control District Public Benefit Grant Program to integrate more efficient energy vehicles funded by the grant as recommended in the Business Services Report. A copy of said Report R-21-12 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

BUSINESS SERVICES ITEMS- CONSENT

The Business Services items listed below require ratification and/or approval in accordance with Board Policy 3A9A, which authorizes the Chief Financial Officer to execute agreements for goods and services up to \$45,000 for construction services or up to \$50,000 for goods and services other than construction services, as recommended in the Business Services Report. Earlier in the meeting, it was moved by Trustee Larwood, seconded by Trustee Witt, and carried that the following Educational Services items be approved on the consent agenda.

Construction Items

The Chief Financial Officer was authorized to execute the following construction items:

Bakersfield College, Notice of Completion for the Tumblin Company

Notice of Completion for Tumblin Company for the Bakersfield College Baseball Clubhouse Project as recommended in the Business Services Report. A copy of said Report B-158-12 the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

Weill Institute, Independent Consultant Agreement with Kroll Advisory Solutions, Inc.

Independent Consultant Agreement with Kroll Advisory Solutions, Inc. for the Weill Institute Surveillance and Mass Notification Site Survey Project as recommended in the Business Services Report. A copy of said Report B-159-12 the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

Bakersfield College, Notice of Completion with Golden Empire Transit

Notice of Completion for Golden Empire Transit (GET) District for the Bakersfield College GET Station Project as recommended in the Business Services Report. A copy of said Report B-160-12 the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

Bakersfield College, Notice of Completion for American Incorporated

Notice of Completion for American Incorporated for the Bakersfield College Family and Consumer Education (FACE) Building Heating, Ventilation and Cooling Replacement Project as recommended in the Business Services Report. A copy of said Report B-161-12 the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

Cerro Coso Community College, Independent Consultant Agreement with HMS, Inc.

Independent Consultant Agreement with HMS, Inc. for the Cerro Coso Community College Main Building Asbestos Survey Project as recommended in the Business Services Report. A copy of said Report B-162-12 the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

Porterville College, Change Order Number Three with Midstate Sheetmetal, Inc.

Change Order Number Three to the contract with Midstate Sheetmetal, Inc. for the Porterville College Academic Center, Communication Arts Building, and the Fine Arts Building Reroofing Project as recommended in the Business Services Report. A copy of said Report B-163-12 the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

Porterville College, Notice of Completion for Midstate Sheetmetal, Inc.

A Notice of Completion for Midstate Sheetmetal, Inc. for Porterville College Academic Center, Communication Arts Building, and the Fine Arts Building Reroofing Project as recommended in the Business Services Report. A copy of said Report B-164-12 the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

Porterville College, Change Order for Webb & Son, Inc.

Change Order Number One to the contract with Webb & Son, Inc. for the Porterville College Concrete Walk, Mow Strip, and Second Exit for the Learning Resource Center Project as recommended in the Business Services Report. A copy of said Report B-165-12 the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

Porterville College, Notice of Completion for Webb & Son, Inc.

A Notice of Completion at Porterville College for Concrete Walk, Mow Strip, and Second Exit for the Learning Resources Center Project as recommended in the Business Services Report. A copy of said Report B-166-12 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

Items other than Construction

- Listing Extension Agreement and Amendment to the original Exclusive Leasing Listing Agreement between the Kern Community College District and CB Bakersfield Partners, Inc. dba CB Richard Ellis for the development and negotiation of a lease or leases of approximately .88 acres of vacant District land located on 22nd Street, between “M” and “L” Streets and to acknowledge assignment of the Agreement to PACCOM Realty Advisors, Inc. dba Cushman & Wakefield as recommended in the Business Services Report. The term is December 1, 2012 through June 30, 2013 and there is no cost to the District.
- License Agreement between the Kern Community College District and Enterprise Rent-A-Car of Sacramento, LLC as recommended in the Business Services Report to grant a license for use of District-owned property located at 2230 L Street, Bakersfield, CA 93301 (APN:005-421-02) to Enterprise Rent-A-Car of Sacramento, LLC for purposes of operating its business. The term is ten years (120 months) and the total amount payable to the District is \$2,000 per month with incremental annual cumulative increases to the base rent of 1%-3%, based on the consumer price index, to be paid into unrestricted funds.
- Licensing and Service Agreement between the Kern Community College District and Oracle America Inc. as recommended in the Business Services Report to acquire Primavera P6 Enterprise Project Portfolio Management software and Business Intelligence publisher software for use by the Facilities, Planning, Design and Construction Program department. The term is November 1, 2012 through October 31, 2013 and the total cost to the District is \$12,892.40 to be paid from SRID funds.
- Statement of Work between the Kern Community College District and Volantic, Inc. as recommended in the Business Services Report to provide training for Facilities, Planning, Design and Construction Program department staff for Primavera P6 Enterprise Portfolio Management and Contract Management 14, as well as Oracle Business Intelligence Publisher training for the IT staff. The term is unspecified and the total cost to the District is \$17,760 to be paid from SRID funds.
- Statement of Work between the Kern Community College District and Sterile Environment Technologies (SET3) as recommended in the Business Services Report to perform specialized cleaning of the District’s Data Center where critical District IT systems reside. The term is December 1, 2012 through March 29, 2013 and the total cost to the District is \$4,747.05 to be paid from unrestricted funds.

- Purchase Agreement between the Kern Community College District and Cardiac Science Corporation that provides automatic external defibrillators and other required equipment for the District. The term is two (2) years commencing upon execution of the Agreement and the total cost to the District is \$6,400 to be paid from unrestricted funds.
- Train-the-Trainer Agreement between the Kern Community College District Clean Energy Center and Mallory Safety and Supply, LLC, acting as an agent on behalf of Tractel Ltd., as recommended in the Business Services Report to provide the Center's wind energy safe access and rescue training. The term is September 13, 2012 through September 12, 2013 and the total cost to the District is \$1,550 to be paid from restricted funds.
- Services Work Order between the Kern Community College District and Ellucian Company L.P. as recommended in the Business Services Report for a business process analysis of the financial aid operations at all three colleges. The term is November 26, 2012 through November 25, 2013 and the total cost to the District is \$21,600 to be paid from unrestricted funds.
- Annual membership of the Kern Community College District in the Greater Bakersfield Chamber of Commerce as recommended in the Business Services Report. The term is December 1, 2012 through November 30, 2013 and the total cost to the District is \$800 to be paid from restricted funds.
- System Protection Plan contract between the Kern Community College District, on behalf of Bakersfield College, and Spits Incorporated as recommended in the Business Services Report for the Planetarium Model SciDome 3000 instrument, including telephone support, software updates, parts repair or replacement, and on-site services, excluding projector/lens and expendables. The term is October 1, 2012 through September 30, 2013 and the total cost to the District is \$7,639 to be paid from unrestricted funds.
- Pricing Agreement between the Kern Community College District, on behalf of Bakersfield College, and SirsiDynix as recommended in the Business Services Report to receive a savings on annual maintenance fees for library management software by entering into a five year agreement with SirsiDynix. The annual fee increase is reduced from approximately 6% to 4.5% with a 0% increase for the first year resulting in savings for the District. The term is August 1, 2013 through July 31, 2018 and there is no cost to the District.
- Declare the items listed from Bakersfield College Information Technology department, identified in the Business Services Report, no longer required for school purposes as surplus property, per Education Code Section 81450, and to dispose of said property through public auction, private sale or donation, per Education Code Section 81452 as recommended in the Business Services Report.
- Declare the items listed from Bakersfield College Maintenance and Operations department, identified in the Business Services Report, no longer required for school purposes as surplus property, per Education Code Section 81450, and to dispose of said property through public auction, private sale or donation, per Education Code Section 81452 as recommended in the Business Services Report.
- Declare the items listed from Cerro Coso Community College Maintenance and Operations department, identified in the Business Services Report, no longer required for school purposes as surplus property, per Education Code Section 81450, and to dispose of said property through public auction, private sale or donation, per Education Code Section 81452 as recommended in the Business Services Report.

- Agreements between the Kern Community College District, on behalf of Cerro Coso Community College, and the following agencies: Postal Service Plus and New Directions Technologies, Inc. as recommended in the Business Services Report. These agencies will provide internship positions for Cerro Coso Community College Cal WORKS students. The term is November 1, 2012 through October 31, 2014 and the total amount payable to the District is \$22,125 to be deposited into restricted funds.
- Cooperative Agreement between the Kern Community College District, on behalf of Cerro Coso Community College, and the County of Kern to provide onsite volunteer opportunities and training for Cal WORKS participants referred by the County of Kern as recommended in the Business Services Report. The term is January 1, 2013 through December 31, 2014 and there is no cost to the District.
- Agreements with Independent Contractors for 2012-13 between the Kern Community College District and various contractors to provide services as needed at each of the campuses and the District office as recommended in the Business Services Report. The total cost to the District is approximately \$45,066.90 to be paid from various account sources.

A copy of said Report No. B-167-12 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

District Order Reports

The following District Order Reports were approved and payments were authorized, and copies of the same, designated as Report No B-168-12 in the Supplementary Minutes File, are hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

General Fund:	Numbers: C3306980-C3308163
Student Financial Aid Fund:	Numbers: !3313910 - !3315782
SRID - Measure G Debt Service Bond:	Numbers: C3306974-C3307979

EDUCATIONAL SERVICES

The Educational Services items listed below require approval in accordance with Board Policy 4B, Educational Program/Courses. Also listed are items requiring approval to authorize the Chief Financial Officer to execute agreements in accordance with Board Policy 3A9A.

Bakersfield College, Course Revisions

It was moved by Trustee Larwood, seconded by Trustee Beebe, and carried that the Board approve the Course revisions to be included in the Bakersfield College course inventory as recommended in the Education Services Report. A copy of said Report No.E-66-12 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

Bakersfield College, New Courses

It was moved by Trustee Witt, seconded by Trustee Beebe, and carried that the Board approve the new courses to be included in the Bakersfield College course inventory. A copy of said Report No.E-67-12 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

Bakersfield College, Course Updates

It was moved by Trustee Meek, seconded by Trustee Beebe, and carried that the Board approve the course updates to be included in the Bakersfield College course inventory as recommended in the Education Services Report. These courses were reviewed by the College Curriculum Committee, CIO and College President. A copy of said Report No.E-68-12 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

Bakersfield College, Course Deletions

It was moved by Trustee Larwood, seconded by Trustee Witt, and carried that the Board approve the course deletions to be excluded in the Bakersfield College course inventory as recommended in the Education Services Report. A copy of said Report No.E-69-12 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

Cerro Coso Community College, Course Deletions

It was moved by Trustee Rodgers, seconded by Trustee Witt, and carried that the Board approve the course deletions to be excluded in the Cerro Coso Community College course inventory as recommended in the Education Services Report. A copy of said Report No.E-70-12 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

Cerro Coso Community College, New courses

It was moved by Trustee Witt, seconded by Trustee Beebe, and carried that the Board approve the new courses to be included in the Cerro Coso Community College course inventory as recommended in the Educational Services Report. A copy of said Report No.E-71-12 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

Cerro Coso Community College, New Career-Technical Courses

It was moved by Trustee Beebe, seconded by Trustee Witt, and carried that the Board approve the new Career-Technical courses to be included in the Cerro Coso Community College course inventory as recommended in the Educational Services Report. A copy of said Report No.E-72-12 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

Cerro Coso Community College, Program and Certificates of Achievement Revisions

It was moved by Trustee Witt, seconded by Trustee Larwood, and carried that the Board approve Program and Certificates of Achievement revisions to be included in the Cerro Coso Community College course and program inventory as recommended in the Education Services Report. A copy of said Report No.E-73-12 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

Cerro Coso Community College, New Associate in Arts for Transfer Degree in Psychology

It was moved by Trustee Rodgers, seconded by Trustee Beebe, and carried that the Board approve the new AA-T degree in in Psychology as approved to meet the Student Transfer Achievement Reform Act, Senate Bill 1440, that will be automatically accepted to a CSU with junior standing after the completion of 60 transferrable units. A copy of said Report No.E-74-12 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

Porterville College, New Courses

It was moved by Trustee Beebe, seconded by Trustee Larwood, and carried that the Board approve the new courses to be included in the Porterville College course inventory as recommended in the Education Services Report. These courses were reviewed by the College Curriculum Committee, CIO and College President. A copy of said Report No.E-75-12 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

Porterville College, 2012 Course Deletions for 2012-2013 Catalogs

It was moved by Trustee Rodgers, seconded by Trustee Meek, and carried that the Board approve the Course deletions to be excluded from the Porterville College course inventory as recommended in the Education Services Report. A copy of said Report No.E-76-12 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

Porterville College, Course Deletions

It was moved by Trustee Rodgers, seconded by Trustee Meek, and carried that the Board approve the course deletions to be excluded from the Porterville College course inventory as recommended in the Education Services Report. A copy of said Report No.E-77-12 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

Porterville College, 2012-2013 Catalog Program Modification

It was moved by Trustee Witt, seconded by Trustee Beebe, and carried that the Board approve the Program modifications to be included in the Porterville College program inventory as recommended in the Education Services Report. A copy of said Report No.E-78-12 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

Porterville College, 2012-2013 Catalog Program Deactivations

It was moved by Trustee Larwood, seconded by Trustee Beebe, and carried that the Board approve the 2012-2013 catalog program deactivations to be excluded from future printing of the Porterville College catalog. This is due to the lack of demand for the stated programs and will serve as the initial step towards the discontinuance process as recommended in the Education Services Report. A copy of said Report No.E-79-12 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

Porterville College, Course Revisions

It was moved by Trustee Hill seconded by Trustee Beebe, and carried that the Board approve the course revisions to be included in the Porterville College course inventory as recommended in the Education Services Report. A copy of said Report No.E-80-12 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

Cerro Coso Community College, Student Fee Schedule Revision

It was moved by Trustee Meek, seconded by Trustee Beebe, and carried that the Board approve the proposed Student Fee Schedule revision to include a new student parking fee as recommended in the Educational Services Report. A copy of said Report No.E-81-12 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

Kern Community College District, Instructional Material Fees

It was moved by Trustee Larwood, seconded by Trustee Beebe, and carried that the Board approve the annual Instructional Materials Fees for each district colleges as recommended in the Educational Services Report. A copy of said Report No.E-82-12 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

EDUCATIONAL ITEMS-
CONSENT

The Educational Services items listed below require ratification and/or approval by State Law, State Regulations, or approval in accordance with the Board Policy Manual of the Kern Community College District. Earlier in the meeting, it was moved by Trustee Larwood, seconded by Trustee Witt, and carried that the following Educational Services items be approved on the consent agenda.

- Agreement between the Kern Community College District, on behalf of Bakersfield College, and Kern High School District, Regional Occupational Center, as recommended in the Educational Services Report. This agreement will establish a pilot project between Bakersfield College and the Kern High School District Regional Occupation Center to offer the following courses through contract education: BSAD B20: Intro to Business and BSAD B9: Fundamentals of Marketing. This is a pilot project for the 2012-13 academic year and there is no cost to the District.
- Online subscription service between the Kern Community College District, on behalf of Bakersfield College, and the Community College Library Consortium as recommended in the Educational Services Report. The Consortium is a joint endeavor of the Council of Chief Librarians and the Community College League of California that arranges for access to valuable, full-text, scholarly journals and popular magazine articles via third-party online databases. The term is January 1, 2013 through December 31, 2013 and the cost to the District is \$17,023 to be paid from the general fund.
- MESA Renewal Agreement between the Kern Community College District, on behalf of Bakersfield College, and the California Community Colleges State Chancellor's Office as recommended in the Educational Services Report. The MESA grant renewal requires 100% institutional support in order to receive funding from the California Community Colleges State Chancellor's Office. The grant serves academic support for students in the math, sciences, and also serves underrepresented student who are financially educationally disadvantaged. The term is July 1, 2012 through June 30, 2013 and the net income of \$50,500 to be deposited into a restricted fund.

- Agreement between the Kern Community College District, on behalf of Cerro Coso Community College, and Bishop Paiute Tribe as recommended in the Educational Services Report. Cerro Coso Community College will deliver the following training classes on-site at the Timbisha Soshone Tribe in Bishop, California: Basic Work/Excel/PowerPoint. The term is November 13-14, 2012 and the net income to the District is \$4,281 to be deposited into contract education fund.
- Online subscription agreement between the Kern Community College District, on behalf of Porterville College, and the Community College League of California (CCLC) Library Consortium. The Consortium is a joint endeavor of the Council of Chief Librarians and the Community College League of California that arranges for access to valuable, full-text, scholarly journals and popular magazine articles via third-party online databases. The subscription is for selected databases from EBSCOHOST. The term is January 1, 2013 through December 31, 2013 and the cost to the District is \$37.00 to be paid from the general fund.
- Online subscription agreement between the Kern Community College District, on behalf of Porterville College, and the Community College League of California (CCLC) Library Consortium as recommended in the Educational Services Report. The Consortium is a joint endeavor of the Council of Chief Librarians and the Community College League of California that arranges for access to valuable, full-text, scholarly journals and popular magazine articles via third-party online databases. The subscription is for Gale databases. The term is January 1, 2013 through December 31, 2013 and the cost to the District is \$13,270.50 to be paid from the general fund.
- Renewal of the Coordinator Agreement between the Kern Community College District, on behalf of Porterville College, and the Yosemite Community College District Child Development Training Consortium as recommended in the Educational Services Report. The Child Development Training Consortium program assists students in enrolling in courses required by the California Commission on Teacher Credentialing to obtain a new or renew a currently held Child Development Permit. The term is September 1, 2012 through June 30, 2013 and the net income of \$3,150 will be deposited into a restricted fund.
- Agreement between the Kern Community College District, on behalf of Bakersfield College, Cerro Coso Community College, Porterville College, and Delano District Skilled Nursing Facility as recommended in the Educational Services Report. The agreement allows students the use of clinical facilities suitable for the educational needs of the Allied Health Programs and gives students the opportunity to practice, study and learn in a clinical facility. The term is November 1, 2012 through October 31, 2014 and there is no cost to the District.
- Agreement between the Kern Community College District, on behalf of Bakersfield College, Cerro Coso Community College, Porterville College, and Glenwood Gardens as recommended in the Educational Services Report. The agreement allows students the use of clinical facilities suitable for the educational needs of the Allied Health Programs and gives students the opportunity to practice, study and learn in a clinical facility. The term is November 1, 2012 through October 31, 2014 and there is no cost to the District.

- Service Agreement between the Kern Community College District Business and Entrepreneurship Center and College of the Sequoias supported by the Youth Entrepreneurship Project as recommended in the Educational Services Report. This agreement delivers entrepreneurship events to youths in the Central Valley Region. The term is July 1, 2012 through June 30, 2013 and the total revenue to the District is \$5,700 to be deposited into restricted funds.
- Agreement between the Kern Community College District, on behalf of Porterville College, and Walden University as recommended in the Educational Services Report. This agreement allows Walden University students, under the supervision of Porterville College faculty, the use of Porterville classrooms and clinical sites for nursing education learning experiences with allied health students. The term is January 1, 2013 through December 31, 2013 and there is no cost to the District.
- Agreement between the Kern Community College District, on behalf of Cerro Coso Community College, and Automatic Sync Technology as recommended in the Educational Services Report. This agreement will allow the increase capacity to serve disabled student populations, ensure accessibility to oral information, and to expand access to distance education to all students. The term is spring 2013 and there is no cost to the District.
- Agreement between the Kern Community College District California Compliance School, and Kern Medical Center as recommended in the Educational Services Report. This agreement will allow classes to be conducted on Emergency Response to Chemical Releases. Classes are required to meet an OSHA standard for employees to respond in an emergency. The term is November 28, 2012 through November 29, 2015 and the net income to the District is \$2,900 to be deposited into a restricted fund.
- Contract between the Kern Community College District Business and Entrepreneurship Center (BEC) and the Petroleum Club of Bakersfield as recommended in the Educational Services Report. The BEC will host a U.S. Russia Oil and Gas Trade Mission with a working reception December 4, 2012 at the Petroleum Club. The cost of \$1949.50 will be paid by restricted funds.

A copy of said Report No.E-83-12in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

HUMAN RESOURCES

Adoption of Resolution Authorizing Payment to Trustees absent from a Board of Trustees Meeting

It was moved by Trustee Witt, seconded by Trustee Rodgers, and carried that the Board adopt this resolution authorizing payment to Trustee Larwood who was absent from the Board meeting of November 8, 2012. Trustee Larwood abstained from voting. A copy of said Report No. R-22-12 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

HUMAN RESOURCES CONSENT

The Human Resources items listed below require ratification and/or approval by State Law, State Regulations, or approval in accordance with the Board Policy Manual of the Kern Community College District. Earlier in the meeting, it was moved by Trustee Meek, seconded by Trustee Bans, and carried that the following Human Resources Services items be approved on the consent agenda.

Ratification of Employee Transactions for Academic, Classified, and Confidential and Management Staff

The Trustees ratified employee transactions for academic, classified, and confidential and management staff as recommended in the Human Resources Report. A copy of said Report No.H-22-12 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

REPORTS

Faculty Reports

Dr. Joel Wiens, Academic Senate President at Porterville College reconvened to the board the challenges of prioritizing faculty positions to hire for AY2013-2014.

Classified Staff Reports

There was no report.

Management Association Reports

There was no report.

College Reports

Porterville College

Dr. Carlson shared the recent success of Porterville Colleges' Girls' Volleyball team and the Nursing Program. She briefly outlined the recommendations from the October Accreditation Team Visit and stated that Porterville College is staying focused on Student Success. Dr. Carlson expressed appreciation for the governing board members' support throughout the accreditation process.

Cerro Coso Community College

President Board reported that Cerro Coso Community College continues to focus on student success and shared that the measurable objectives for student success have increased by one percentage point; President Board stated she had had breakfast with Dr. Mary Retterer, former President of Cerro Coso Community College; Dr. Retterer sends best regards to the trustees. In closing, Mrs. Board stated that there was a good turnout for the KRV Educational & Cultural Foundation Gala and Trustee Witt was the keynote speaker at the engagement.

Bakersfield College

Interim President Nan Gomez-Heitzeberg is very proud of the Bakersfield College Football team and their conduct upon winning the State Championship against San Francisco City College. New President, Sonya Christian will officially begin her tenure on January 2nd, Mrs. Gomez-Heitzeberg spoke on the new leadership roles as Educational Administrators at BC for Liz Rozell, Professor of Engineering and Leah Carter, Professor for Family & Consumer Education. The BC management team will be meeting the first week of the new year.

Chancellor's Report

Chancellor Serrano discussed Kern Community College welcomed Ruben Hill to the KCCD Board of Trustees; reported on the Full-time Faculty Obligation Number (Fon) in relationship to Joel Wiens report; and invited Sean James to provide a Financial Aid Update regarding a previous recommendation to discontinue the federal loan program at Bakersfield College.

Mr. James, Vice Chancellor of Operations, shared that at this time the recommendation to discontinue the Federal Direct Loan Program is being withdrawn for one year in order to continue to monitor the default rate through next October. Bakersfield College is implementing services to inform students about legal financial obligations and money management, which may positively impact the rising default rate.

The Chancellor thanked everyone for the hard work this year and the continued focus on student success and budgetary diligence as we move into the New Year.

Board of Trustees, Reports, and Inquiries

Trustee Rodgers expressed pride in the Bakersfield College State Football Championship win. Trustee Rodgers also publicly thanked Rose Marie Bans, in her absence, for all she has contributed to the Kern Community College District and community at large and welcomed new Trustee member, Ruben Hill. The rest of the board shared his sentiments. Trustee Hill thanked the Board for their welcoming and looks forward to the new year. Student Trustee Sanchez also looks forward to the new year and what it will bring.

Committee/Ad-Hoc Committee Reports

- Finance and Audit Committee

Mr. Burke, CFO, presented the Kern Community College District Audit Report, June 30, 2012, as prepared by Matson and Isom, Certified Public Accountants. Mr. Burke reported that the audit report had been reviewed by the Board Finance Committee. Mr. Burke stated that Kern Community College District Audit under Section IV, State Awards, was qualified; Section I, Financial Statements and Federal Awards were unqualified. A copy of the audit, No.B-169-12 in the Supplementary Minutes File, is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

ADJOURNMENT

Adjournment

The meeting was adjourned by the President at 2:58 p.m.

Mr. John S. Corkins President

Mr. John A. Rodgers Vice President