

BOARD OF TRUSTEES
KERN COMMUNITY COLLEGE DISTRICT

OFFICIAL MINUTES

MAY 5, 2011

REGULAR MEETING

OPEN SESSION

Call to Order

The regular meeting of the Board of Trustees of the Kern Community College District was called to order by Mrs. Rose Marie Bans, President, at 10:10 a.m., in Conference Room 212, Cerro Coso Community College, 3000 College Heights Boulevard, Ridgecrest.

Roll Call

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

Member absent: Trustee John A. Rodgers

District Administration: Ms. Sandra Serrano, Chancellor
Mr. Abe Ali, Vice Chancellor, Human Resources
Mr. Frank Ronich, General Counsel

Adoption of Agenda

It was moved by Mrs. Larwood, seconded by Mrs. Meek, and carried that the Board adopt the agenda, as submitted. 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 10:12 a.m.

- A. Public Employee Discipline/Dismissal/Release/Reassignment—[Government Code Section 54957(b)(1)]
- B. Employee Matters—Anticipated Litigation [Government Code Section 54956.9(b)]
- C. Employee Matters—Discussion of Negotiations with CCA, Exclusive Representative for Academic Employees [Government Code Section 54957.6)]
- D. Employee Matters—Discussion of Negotiations with CSEA, Exclusive Representative for Classified Employees [Government Code Section 54957.6)]
- E. Student Discipline [Education Code Section 72122]
- F. Campus Safety and Security—Meet with security or law enforcement personnel [Government Code Section 54954.5]
- G. Management Association – Meet and Confer Issues [Government Code Section 54957.6)]
- H. Business Matters—Anticipated Litigation [Government Code Section 54956.9(b)]
- I. Public Employee Performance Evaluation—Position: Chancellor

ADJOURNMENT

Adjournment

The President adjourned Closed Session at 11:05 a.m., to reconvene in Regular Session, in the Lecture Center, Cerro Coso Community College, 3000 College Heights Boulevard, Ridgecrest, at 2:00 p.m.

<p>RETURN TO OPEN SESSION— PRELIMINARY ITEMS</p>
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The regular meeting was called to order by Mrs. Rose Marie Bans, President, at 2:05 p.m., on May 5, 2011, in the Lecture Center, Cerro Coso Community College, 3000 College Heights Boulevard, Ridgecrest. Mrs. Bans announced that the proceedings of the meeting were being recorded on tape.

Roll Call

Members present: Trustees Rose Marie Bans, President; John Corkins, Vice President; Pauline F. Larwood; Stuart O. Witt; Phillip W. Duncan, Student Board Member

Members absent: Trustees Kay S. Meek, Clerk; Dennis L. Beebe; John A. Rodgers

District Administration: Ms. Sandra Serrano, Chancellor
Mr. Sean James, Vice Chancellor, Operations Management
Mr. Abe Ali, Vice Chancellor, Human Resources
Mr. Frank Ronich, General Counsel
Mr. John Means, Associate Chancellor, Economic and Workforce Development
Ms. Kellie Van Westen, Executive Assistant, Chancellor's Office

Bakersfield College:
Dr. Greg Chamberlain, President

Cerro Coso Community College:
Mrs. Jill Board, President
Mr. David Cornell, Director, Admissions and Records and Veteran's Affairs
Ms. Mary O'Neal, CCA President
Mr. Matthew Crow, President, Academic Senate

Porterville College:
Dr. Rosa Carlson, President

Guests: Mr. Yehudi "Gaf" Gaffen, Principal, Gafcon
Mr. Eitan Aharoni, Program Manager and Senior Project Manager, Gafcon
Mr. Josh Sebert, Gafcon, Inc., CFO, Gafcon
Various staff members

Pledge to Flag

Mrs. Board led members of the Board of Trustees and audience in the Pledge of Allegiance to the Flag.

Reports of Actions Taken in Closed Session

The President reported that the Trustees met in Closed Session and there were no actions taken by the Trustees.

Approval of Consent Items

The President asked if any member of the Board of Trustees or the audience wished to remove an item from the consent agenda for discussion. There were none. It was moved by Mrs. Larwood, seconded by Mr. Corkins, and carried that the Board approve the Consent Items for Business Services, Educational Services, and Human Resources, as submitted.

Approval of the Minutes of the Regular Meeting of April 14, 2011

It was moved by Mr. Corkins, seconded by Mrs. Larwood, and carried that the Board approve the minutes of the Regular Board meeting of April 14, 2011, as submitted.

Kern Community College District, Presentation of Commendations to Retirees

Mrs. Board, President, Cerro Coso Community College, presented Citations of Commendation to the following retiring staff members of Cerro Coso Community College:

Cerro Coso Community College

Robert Jordan, Library Technician, effective June 30, 2011, after 9 ½ years of service

Jonathan Tittle, Professor, Social Science, effective May 14, 2011, after 37 years of service

Emelito Vista, Custodian, effective June 30, 2011, after 5 years of service

The retirees receiving commendations, however, unable to attend the Board meeting were:

Cerro Coso Community College

Cori Bleau, Instructional Design Specialist, effective February 11, 2011, after 13 years of service

Sharon Kerlin, Bookstore Assistant II, effective March 31, 2011, after 14 ½ years of service

A copy of said Report No. A-11-11 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 and/or Communications to the Board of Trustees

The Chancellor reported that no correspondence and/or communications to the Board of Trustees had been received.

WORK STUDY SESSION

Facilities Planning and Construction Program Review and Assessment Report – Gafcon

Mr. Frank Ronich, General Counsel, introduced Mr. Yehudi “Gaf” Gaffen, Principal; Mr. Eitan Aharoni, Program Manager and Senior Project Manager; and Mr. Josh Sebert, CFO, all of Gafcon, Inc. Mr. Ronich advised that in September, there had been a presentation to the Board of Trustees by Mr. Tony Fulton, AF Consultants, and at that time the Board heard several recommendations for changes to the structure, organization, procedures, and policies of the current planning and facilities group. Following that presentation the District distributed a Request for Proposal for companies able to implement the recommendations. There were three comprehensive Requests for Proposals received, including one from Gafcon, and a committee interviewed each of the companies. It was reported that following the interviews, the committee unanimously recommended Gafcon as a result of their presentation and they had most closely addressed the issues that AF Consultants had found.

Mr. Ronich advised that the District entered into a short-term contract for consulting with Gafcon, which included an onsite representative where they completed further examination and assessment of the Facilities Planning and Construction Operations at the District. It was reported that Mr. Aharoni had been at the District Office and visited all of the construction sites. Mr. Ronich reported that Mr. Burke and he fully concurred with the recommendations of Gafcon.

Mr. Ronich introduced Mr. Gaffen, Mr. Aharoni, and Mr. Sebert, to make a presentation regarding their findings and recommendations. Mr. Gaffen indicated that the District’s Bond Program was approved in 2002, and over the years it became evident that the program was not progressing optimally. In 2010, the District engaged AF Consultants to review the overall performance of the Program, and on March 10, 2011, the Board of Trustees selected Gafcon, Inc. to perform an in-depth independent analysis of the status of the bond program and recommend appropriate solutions. He introduced Mr. Eitan Aharoni, AIA, as the lead for this assignment.

Mr. Aharoni shared the program assignment and the assessment and recommendations to address the deficiencies in the Program operations and structure which were revealed in the aspects of the Bond Program.

Mrs. Larwood asked a question about the current \$4 million expenditure and how much total construction was completed and the response was \$80 to \$85 million. She asked how much would be spent over the next five years. The response was approximately \$280 million.

Mr. Witt commented that in his experience in completing major projects that do not lead to overruns or discontinuity, there needs to be solid functional and operational requirements, putting costs to the projects, and knowing how to trace them. He asked if such a plan was included in the proposal, and the response was yes. It was noted that this was in the project procedures manual and there was a section related to connecting the requirements and defining the scope of work to be executed. It was noted that the requirements are based on the College Educational Plans and currently there is a disconnect between the District's Physical Facility Plan and the College Educational Plans. It was stated that it was part of the scope of the Program to realign with the Master Plan.

Mr. Corkins asked if Gafcon had ever tied their program to Luminis and they replied they had not; however, they indicated that they have tied into a variety of systems and have been successful. Mr. Corkins referred to the comment earlier related to the District's expenditure over the period of 2002 to 2010, the District's costs related to the \$85 million was a little over 5%. He stated that if the District is at 4.1% on 360 on \$280 million, the District will be at 5%. Mr. Corkins asked about the need for three project managers if one campus was not in the process of constructing large projects. Mr. James questioned whether or not the program can be scaled on an as needed basis and each year will be negotiated.

The Chancellor advised that the District wanted to present the findings and recommendations as found by Gafcon. The District still needs to determine the menu options to be identified for initial engagement and that recommendation will then be brought to the Board for action.

A copy of said Report No. B-40-11 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 requests for Public Comments.

PUBLIC HEARINGS

California School Employees Association (CSEA), Chapters 246, 336, and 617, Initial Proposal to the Kern Community College District

The Vice Chancellor, Human Resources, requested that the Board of Trustees accept the initial proposal of the California School Employees Association (CSEA), Chapter 246, 336, and 617, to the Kern Community College District, to begin negotiations, which was presented to the Board of Trustees on April 14, 2011. The Hearing was opened at 3:00 p.m. to receive public comment. There was no public comment and the Hearing was closed at 3:04 p.m.

It was moved by Mr. Witt, seconded by Mr. Corkins, and carried that the Board of Trustees accept the initial proposal for negotiation with the exclusive representative California School Employees Association (CSEA), Chapter 246, 336, and 617, and directed that the negotiation process proceed, as shown in the Human Resources Report. A copy of said Report No. H-7-11 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

Presentation of the Self-Insured Schools of California Workers' Compensation Actuarial Report, SISC I

Mr. James reported that the Kern Community College District is a member of the Self-Insured Schools of California (SISC) for Workers' Compensation and under the Education Code; the District is required to disclose this information related to the agency annually, as shown in the Business Services Report. He stated that the projected funds available were approximately \$94 million as of June 30, 2011; and the actual financial position as of February 28, 2011, was \$95,263,320.00. A copy of said Report No. B-57-11 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's Quarterly Financial Status Report for the Period Ending March 31, 2011

Mr. James presented the Kern Community College District's Quarterly Financial Status Report for the period ending March 31, 2011, as shown in the Business Services Report. A copy of said Report No. B-58-11 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, Approval of Proposed Addition to the Kern Community College District Board Policy Manual, Section Three, Business Services, Policy 3A4G, Use of Credit Cards Issued by the District

It was moved by Mr. Corkins, seconded by Mrs. Meek, and carried that the Board approve the proposed addition to the Kern Community College District Board Policy Manual, Section Three, Business Services, Policy 3A4G, Use of Credit Cards Issued by the District, as recommended in the Business Services Report. The proposed addition was vetted through the Chancellor's Cabinet and District Consultation Council. This Policy was proposed to streamline and tighten the process for using District credit cards. The proposed addition was presented to the Board of Trustees for information at the Board meeting of April 14, 2011. A copy of said Report No. B-59-11 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

Mr. James reported that there are currently 8 Bank of America credit cards, 26 Cal Cards, 54 Shell cards, and 26 Fleet cards. He stated that there is a lot of risk when dealing with credit cards in public agencies due to possible misuse. He commented that the District has had solid policies; however, there needed to be additional guidelines for fuel credit cards. He indicated that most of the cards are usually held in the Business Service Departments, not by an individual.

Mrs. Larwood asked if the District paid off the balance each month for all credit card accounts and Mr. James advised yes.

Kern Community College District, Approval of Proposed Addition to the Kern Community College District Board Policy Manual, Section Three, Business Services, Policy 3A8, Auxiliary Organizations

It was moved by Mr. Corkins, seconded by Mr. Witt, and carried that the Board approve the proposed addition to the Kern Community College District Board Policy Manual, Section Three, Business Services, Policy 3A8, Auxiliary Organizations, as recommended in the Business Services Report. The proposed addition was vetted through the Chancellor's Cabinet and District Consultation Council. This addition provides the opportunity for the Auxiliary Organizations to have input in the selection process for the District auditing firm for the College Foundations; the District would still have the responsibility for making the final decision. The proposed addition was presented to the Board of Trustees for information at the Board meeting of April 14, 2011. A copy of said Report No. B-60-11 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

Mrs. Larwood commented on the importance of having timely audits.

Kern Community College District, Adoption of a Resolution of Intention to Dedicate a Right-of-Way to the City of Bakersfield for Roadway and Other Purposes

The proposed adoption of a Resolution of Intention to dedicate a right-of-way to the city of Bakersfield for roadway and other purposes, as recommended in the Business Services Report, was continued at the recommendation of General Counsel, as the action requires the vote of at least five (5) Board members; there were only four (4) Board members present. It was noted that the City of Bakersfield, in partnership with Golden Empire Transit (GET) will construct a Transit Station at the located depicted on Panorama Drive. A copy of said Report No. R-7-11 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, Northeast Parking Lot Paving Upgrade Project, Authorization to Enter into an Agreement with Burtch Construction, Inc.

Mrs. Larwood questioned the fact that the substitutes backed out of the bidding process. Mr. James advised that there were three bids received; two of the companies used the same subcontractor who made an error in their calculations, affecting both bids; therefore, both contractors withdrew their bids. The higher bid was reviewed and it was determined to be reasonable, so that bid was recommended for approval.

It was moved by Mrs. Larwood, seconded by Mr. Witt, and carried that the Board authorize the Chief Financial Officer to enter into an agreement between Bakersfield College and Burtch Construction, Inc., for the Northeast Parking Lot Paving Upgrade Project, in the amount of \$168,260.00, as recommended in the Business Service Report. A copy of said Report No. B-61-11 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

Consent Items: The Business Services items listed below require approval to authorize the Chief Financial Officer to execute agreements to procure construction services above \$30,000 or to procure goods and services other than construction services above \$50,000, in accordance with Board Policy 3A9A. Earlier in the meeting, it was moved by Mrs. Larwood, seconded by Mr. Corkins, and carried that the following Business Services items be approved on the consent agenda.

Items other than ConstructionKern Community College District, Authorization to Accept Renewal Grant Funding from the California Community Colleges Chancellor's Office for the Governor's Career Technical Education (CTE) Pathways Initiative

The Chief Financial Officer was authorized to accept renewal grant funding between the Kern Community College District and the California Community Colleges Chancellor's Office for the Governor's Career Technical Education (CTE) Pathways Initiative, as recommended in the Business Services Report. The term of the agreement is April 1, 2011, through March 31, 2013. The total amount payable to the District is \$400,000.00. A copy of said Report No. B-62-11 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, Authorization to Enter into an Agreement for Services Between the Kern Community College District and the Employment Training Panel for Delivery of Training to Eligible Employees as Set Forth in the ETP Agreement

The Chief Financial Officer was authorized to enter into an Agreement for Services between the Kern Community College District and the Employment Training Panel for delivery of training to eligible employers, which meets specifications as set forth in the ETP Agreement, as recommended in the Business Services Report. The term of the agreement is April 4, 2011 through April 3, 2013. The total amount payable to the District is \$104,474.00. A copy of said Report No. B-63-11 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, Authorization to Enter Into an Agreement with Sierra View District Hospital (SVDH) to Provide a Program of Instruction for Students in the Associate Degree Nursing Program

The Chief Financial Officer was authorized to enter into an Agreement between the Kern Community College District, on behalf of Porterville College, and Sierra View District Hospital (SVDH), under which the college will provide a program of instruction for students in the Associate Degree Nursing program for students to successfully complete the program and qualify to meet the eligibility requirements for Registered Nursing licensure, as recommended in the Business Services Report. The term of the agreement is July 1, 2010 through June 30, 2014. The total amount payable to the District is \$245,000.00. A copy of said Report No. B-64-11 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, Authorization to Enter Into a Renewal Agreement with the State of California Department of Developmental Services to Provide a Program of Instruction for Students in the Psychiatric Technician Program

The Chief Financial Officer was authorized to enter into a renewal agreement between the Kern Community College District, on behalf of Porterville College, and the State of California Department of Developmental Services under which the college will provide a program of instruction for students in the Psychiatric Technician program for students to successfully complete the program and qualify to meet the requirements for Psychiatric Technician licensure, as recommended in the Business Services Report. The term of the agreement is July 1, 2011 through June 30, 2012. The total amount payable to the District is \$176,265.18. A copy of said Report No. B-65-11 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

Consent Items: The Business Services items listed below require ratification in accordance with Board Policy 3A9A, which authorizes the Chief Financial Officer to execute agreements for goods and services up to \$30,000 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 Mrs. Larwood, and seconded by Mr. Corkins, and carried that the following Business Services items be approved on the consent agenda.

Construction Item

Cerro Coso Community College, Eastern Sierra College Center-Bishop, Water Well Remediation Project, Authorization to Execute a Work Authorization

It was moved by Mrs. Larwood, seconded by Mr. Corkins, and carried that the Board authorize the Chief Financial Officer to execute a work authorization for the Architectural/Engineering services for the Water Well Remediation Project at Eastern Sierra College Center-Bishop, Cerro Coso Community College, Ordiz-Melby Architects, Inc., in the amount of \$15,500.00, as recommended in the Business Services Report. A copy of said Report No. B-66-11 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

- Letter of Agreement between the Kern Community College District and Campus Bookstore Consulting, to render consulting services that includes assisting the District throughout the negotiation stage of the District's Bookstore Request for Proposal and related services, and the total cost to the District is \$10,000.00.
- Work Order for the services of Robert A. Karn & Associates, Inc. for the preparation of draft and final Annual Engineer's Reassessment Report and Assessment Roll data for the District for fiscal year 2011-2012 Special Assessment, and the total cost to the District is \$15,000.00.

- Agreement between the Kern Community College District, on behalf of Bakersfield College, and CertifiedBackground.com that allows nursing administration access to Certified Background.com's web-based service to perform the mandatory background screening and immunization tracking system and the cost of service is paid by the student.
- Agreement between the Kern Community College District, on behalf of Bakersfield College, and the Foundation for California Community Colleges, that provides for the Foundation and the MESA program to provide laptop computers over a three (3) year period to approximately 300 MESA Bakersfield College students who agree to participate in designated community service, and engage in Microsoft Training and Certification, and for Bakersfield College to proctor 50-minute online certification exams, and to implement the Microsoft Certification, February 1, 2011 through June 30, 2013, and the total amount payable to the District is \$8,000.00.
- Training Center Agreement Renewal between the Kern Community College District, on behalf of Bakersfield College, and the American Heart Association, that allows Bakersfield College to continue offering American Heart Association Basic Life Support courses and to operate as an American Heart Association Training Center, and thereby offer American Heart Association approved courses for students and community members, June 1, 2010 through June 1, 2012, and there is no cost to the District.
- Agreement between the Kern Community College District, on behalf of Bakersfield College, and California State University Bakersfield that provides for the University's internship program of special training for a Master of Science student in Counseling, School Counseling or College Student Affairs (EDCS) to use the facilities of the District needed by the program trainees as part of their practical learning experience, on an on-going basis, and there is no cost to the District.
- Agreement between the Kern Community College District, on behalf of Bakersfield College, Cerro Coso Community College and Porterville College, and the County of Tulare Health and Human Services Agency Department of Mental Health that 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, April 1, 2011 through June 30, 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 and Porterville College, and Hall Ambulance that 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, July 1, 2011 through June 30, 2014, and there is no cost to the District.
- Application for Use of School Facilities form between the Kern Community College District, on behalf of Cerro Coso Community College, and the Kern High School District for the use of facilities at Kern Valley High School for the College's Annual Awards Ceremony, May 6, 2011, and there is no cost to the District.

- Agreement between the Kern Community College District, on behalf of Porterville College, and Extreme Entrepreneurship Education, LLC, which provides for a one-half day conference to be brought to Porterville College focusing on encouraging students to pursue entrepreneurship as a valid career path, May 4, 2011, and the total cost to the District is \$9,100.00.

A copy of said Report No. B-67-11 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-55-11 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: A-10: 43 - 46

General Fund: Numbers: 3112890 - 3114005

Student Financial Aid Direct Deposit: Numbers: 13141935 - 3142549

Measure G Building Fund: Numbers 3113199 – 3113881

EDUCATIONAL SERVICES ITEMS

Kern Community College District, Strategic Plan

The Chancellor recommended that the Strategic Plan be deferred to the next meeting as feedback had not been received from each of the constituent groups. She indicated that Mr. John Means was prepared to provide some of the comments made to date. Mr. Means referred to the fact that there was a Work Study Session presentation at the last meeting and as a part of that it had been indicated that the timeline to complete the Plan was short. He stated that following the presented it was noted that additional information was being collected from the Colleges and that has been taking place. He reported that the Strategic Plan had been shared with the members of the Consultation Council and feedback was being shared. He recommended that the approval of the District Strategic Plan be deferred for approval until the Board meeting of June 9, 2011.

The Kern Community College District Strategic Plan, as shown in the Educational Services Report, was deferred for approval until the Board meeting of June 9, 2011. This document is a revision of the Strategic Plan adopted by the Board of Trustees on September 7, 2006. A draft of the Strategic Plan was presented to the Board meeting on April 14, 2011. A copy of said Report No. E-33-11 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 Child Development Center, Program Self-review Agency Annual Report, Contract Monitoring Review Summer of Findings, Desired Results Program Action Plan, and Environments Rating Scale Summary of Findings

It was moved by Mr. Corkins, seconded by Mr. Witt, and carried that the Board authorize the submission of the Kern Community College District Child Development Center program self-review Agency Annual Report, Contract Monitoring Review Summary of Findings, Desired Results Program Action Plan, and Environments Rating Scale Summary of Findings, as recommended in the Educational Services Report. The child development program annual self-evaluation system is designed to assess the quality and effectiveness of programs funded by the Child Development Division of the State Department of Education. Pursuant to Title 5, each agency is required to submit a self-evaluation report to the Department by June 1 of each fiscal year. A copy of said Report No. E-34-11 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 SERVICES ITEMS—
CONSENT

Consent Items: The Educational Services items listed below require 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 Mrs. Larwood, seconded by Mr. Corkins, and carried that the following Educational Services items be approved on the consent agenda

Bakersfield College, Authorization to Delete Courses from the 2011-12 Catalog

The Trustees authorized the deletion of courses from the 2011-12 Bakersfield College Catalog, as recommended in the accompanying Educational Services Report. This is an effort to improve the accuracy of the College catalog and to delete courses no longer offered by the College. A copy of said Report No. E-35-11 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, Approval of Revisions to the 2010-11 Catalog

The Trustees approved revisions to the 2010-11 Cerro Coso Community College Catalog, as recommended in the Educational Services Report. The changes to curriculum were completed using the newly installed CurricUNET software. The primary changes are due to updated student learning outcomes. Title 5 regulations require local governing Boards to approve new courses prior to them being offered. A copy of said Report No. E-36-11 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, Approval of the Automotive Heating, Ventilation and Air Conditioning (HVAC) Job Skills Certificate for Inclusion in the 2011-12 Catalog

The Trustees approved the Automotive Heating, Ventilation and Air Conditioning (HVAC) Job Skills Certificate for inclusion in the 2011-12 Bakersfield College Catalog, as recommended in the Educational Services Report. The Job Skills Certificate is in compliance with Title 5. Job Skills Certificates are local Board approved certificates of less than 18 units of credit that cannot be listed on transcripts. This certificate was reviewed and recommended by the Bakersfield College Curriculum Committee on April 7, 2011. A copy of said Report No. E-37-11 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, Approval of the Basic and Advanced Clean Air Car Course Job Skills Certificate for Inclusion in the 2011-12 Catalog

The Trustees approved the Basis and Advanced Clean Air Car Job Skills Certificate for inclusion in the 2011-12 Bakersfield College Catalog, as recommended in the Educational Services Report. The Job Skills Certificate is in compliance with Title 5. Job Skills Certificates are local Board approved certificates of less than 18 units of credit that cannot be listed on transcripts. This certificate was reviewed and recommended by the Bakersfield College Curriculum Committee on April 7, 2011. A copy of said Report No. E-38-11 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, Out-of-State Travel

The Trustees authorized two Bakersfield College Veteran Club students and Mr. Paul Beckworth, Advisor, to attend the 2011 Student Veterans of America Student Leadership Summit in Madison, Wisconsin from June 1 – June 5, 2011, as recommended in the Educational Services Report. The expenses for Advisor and students are provided by the Veterans Club, the Student Government Association, and College funds. A copy of said Report No. E-39-11 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, Out-of-State Travel

The Trustees authorized approximately six Bakersfield College members of the Students in Free Enterprise (SIFE) team to travel to Minneapolis, Minnesota, from May 9 to May 13, 2011, to compete at the SIFE USA National Exposition, as recommended in the Educational Services Report. The students will be accompanied by Ms. Gayle Richardson, Advisor. The student expenses are covered by the SIFE Foundation Account which includes contributions and fund-raising monies. A copy of said Report No. E-40-11 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

<p style="text-align: center;">HUMAN RESOURCES ITEMS— CONSENT</p>
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Consent Items: The Human Resources items listed below require 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 Mrs. Larwood, seconded by Mr. Corkins, and carried that the following Human Resources items be approved on the consent agenda.

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

The Board approved the Adoption of a Resolution Authorizing Payment to Trustees Absent from a Board Meeting, as recommended in the Human Resources Report. California Education Code Section 72425 provides that “a member (of the Board of Trustees) may be paid for any regular, special, or annual meeting when absent, if the Board, by Resolution, duly adopted and included in its minutes, finds that at the time of the meeting he or she is performing services outside the meeting for the community college district, he or she was ill or on jury duty, or the absence was due to a hardship deemed acceptable by the Board.” A copy of said Report No. R-8-11 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

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

The Board approved the employee transactions for academic, classified, and management staff, as recommended in the Human Resources Report. A copy of said Report No. H-8-11 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

<p style="text-align: center;">REPORTS</p>

Faculty Reports

Mr. Matthew Crow, Academic Senate President, Cerro Coso Community College, extended a welcome to the members of the Board and District administration for traveling to Ridgecrest to attend the Board meeting.

Ms. Mary O’Neal, CCA President, and faculty member at Cerro Coso Community College, welcomed the Board to the College. She stated that faculty look forward to continuing the negotiations and exploring options that continue to be on the table. She announced that two people were leaving leadership positions in CCA, who have given decades of service. They were Mrs. Andrea Garrison, Bakersfield College, who has served as a former President and as CCA Negotiator; and Ms. Lynn Krausse, Bakersfield College, who has served as the Chief Grievance Officer.

Classified Staff Report

There were no classified staff reports.

Management Association Report

Mr. David Cornell, Director, Admissions and Records, and Veteran's Affairs, Cerro Coso Community College District, indicated that he was representing Mrs. Sue Vaughn, President of the Management Association. He announced that with funds from the Professional Development Funds of the Management Association, Mrs. Amber Chiang, Director, Marketing and Public Relations, Bakersfield College, was able to attend the National Council of Marketing and Public Relations Conference in Philadelphia. He reported that in her summary she had reported that she had learned about possible crisis events on campuses and he commented that this would also be important to share with Ms. Natalie Dorrell, Public Relations, Marketing, and Development Manager, Cerro Coso Community College. Mr. Cornell advised that Mrs. Chiang had reported that knowing the exact location of disabled or impaired students at any time on campus, and the assignment of escorts to evacuate them is needed. Mrs. Chiang indicated that as a result of the conference she hoped to develop a framework for a crisis plan for Bakersfield College.

College Reports

Porterville College – Dr. Carlson thanked Mrs. Board and the staff of Cerro Coso Community College. She stated that the Colleges had gone from Spring break to graduation. She reported that 250 Porterville High School students were on the College campus the day prior to attend an entrepreneurship program. She reported that Ms. Teresa Minter Procter, Professor, received word that a Porterville College Biology student had been elected to participate in an undergraduate research program at Pepperdine University over the summer. She commented what a wonderful opportunity for the student and expressed the hope that when he returns to the campus he will share his experience.

Dr. Carlson reported that the Student Athlete Banquet would be held the following evening, where the student athletes who have received academic awards will be honored. She indicated that the following week, there will be an event for recognizing staff and presenting awards for students. She reported that commencement would be held on May 13, 2011, and the Chancellor will be in attendance.

Bakersfield College – Dr. Chamberlain thanked everyone at the Cerro Coso Community College campus for the enjoyable day, including Mrs. Board, Mr. Crow, and Ms. O'Neal. He thanked Ms. O'Neal for recognizing Mrs. Garrison and Ms. Krausse and the outstanding job they have done during their service with CCA.

Dr. Chamberlain provided an update related to Arvin, stating that there had been a community meeting held on April 28, 2011, and Mrs. Larwood and the Chancellor were in attendance. He stated that there was a group from Bakersfield College, including Ms. Debbie Spohn, Administrative Assistant, President's Office; Mrs. Amber Chiang, Director, Marketing and Public Relations; Mrs. Primavera Arvizu, Director, Extended Opportunity Programs and Services (EOP&S); Mr. Cornelio Rodriguez, Academic Senate President and faculty member; Dr. Joyce Ester, Associate Vice President, Student Services; and Mrs. Nan Gomez-Heitzeberg, Executive Vice President Academic Affairs/Student Services, in attendance as well.

Dr. Chamberlain indicated that Bakersfield College representatives attended the meeting to present an update about the status of College offerings at Arvin High School and to hear from the community. Information was presented in several basic areas, such as what is the College doing in outreach; that the College Mathematics faculty met with the High School faculty; shared the community posters and advertisements in both the Arvin and Lamont local papers; provided information about a new website with information specific to South Kern; distributed handouts with this basic information, including information about the Educational Advisor who will be on the high school campus two days a week and the time they are present.

Dr. Chamberlain reported that there was discussion about the EOP&S and CARE programs and opportunities and meetings that have been held; about the courses and sequencing; and textbooks sales. Dr. Chamberlain stated he was happy to report to the community members the results of his meeting with the Kern County Transit Authority, stating that it was a very positive meeting and was able to announce to the community members present that the bus services will be changing, combining lines and adding runs, and aligning those better with the Arvin and Lamont bus, and they were very amenable to adding a night bus from Bakersfield College to Lamont and Arvin after night classes.

Dr. Chamberlain advised that following the presentations by Bakersfield College the meeting was opened as a community forum. He commented that the meeting was moderated by Ms. Blanca Cavazos, former principal of Arvin High School and there were many people present and specific speakers spoke to the desire to have a Center in Arvin; the desire to have an increased number of classes; and better transportation. At the end of the meeting, he summarized his comments and Ms. Cavazos made three specific requests. He indicated that they were to increase offerings at Arvin High School; the District accept the property in Arvin for a Center; and that the District prepare a feasibility study or support them in completing a feasibility study for a Center in Arvin.

Dr. Chamberlain shared a document with the Trustees, stating that it was an exciting event; an assessment reception and showcase presented like a science fair event. There were 24 different campus programs that put together presentations about what they did this year in terms of assessment and outcomes. There was a video showing of student interviews including their name, major, and asked what are SLO's, and they were given a free piece of pizza if they could name a student learning outcome in one of their courses.

Mrs. Larwood commented that the Arvin Community meeting was very well done and she indicated that there should be a follow up on two items. They were the assessment of the outcomes of that meeting, and also that the District has already accepted property from Bolthouse for a Center. She asked if most of Arvin knew that, and Dr. Greg Chamberlain stated that he was sure that they did.

The Chancellor added that she did have someone from the Dolores Huerta Foundation approach her, wanting to know what the process was to establish a center in Arvin, and she replied with generalities. They also asked if the information could be sent to them. Mr. Burke is preparing a synopsis of the steps and process. She also explained to them about the process undertaken from about 2002 to 2007 when the Board took action. She stated that the individual felt this would be a number one project to pursue in terms of having a center approved; however, they were not aware that the District had gone through feasibility, assessment, and had actually received a donation of property upon which the Board had taken action for the future.

Cerro Coso Community College – Mrs. Jill Board, President, thanked everyone for traveling to Ridgecrest and expressed appreciation. She stated that she wished to focus on the National Science Foundation Grant, and called attention to the article in the Cerro Coso Community College Coyote Howler about the KidWind Challenge. This event was the result of the Training of Trainers last fall where many educators received training on how to educate students in building wind turbines. Teams of three were formed from local elementary and junior high schools and they compete. The teams that won will go on to compete at the National level. This event was reported in the Advanced Technical Education Annual Publication of the National Science Foundation.

Chancellor's Report

The Chancellor congratulated Mrs. Larwood on her election to the California Community College Trustees Board and stated it will be wonderful to have both Central Valley representation as well as representation from the District. She stated that the District's involvement will influence legislation and policy that is later adopted.

Ms. Serrano reported that she arrived in Ridgecrest the evening before to have dinner with Dr. Retterer and her husband and earlier in the day joined Dr. Retterer at the Mayor's Prayer Breakfast. She commented it was enjoyable to see community members she had not seen in a while and to enjoy and be inspired by the presentation of the keynote speaker, Dr. Retterer.

The Chancellor commented that she agreed with Ms. O'Neal, that both Mrs. Garrison and Ms. Krausse have been phenomenal representatives over the years and she will send them notes extending her thanks for the service.

Ms. Serrano stated that she would be attending the Eastern Sierra College Center Commencement the following day, and that she would be at the Porterville College Commencement on May 13, 2011. She expressed regret that she was unable to attend the commencement at Cerro Coso Community College for the first commencement of President Board.

The Chancellor referred to the meeting in Arvin and stated that the District and Bakersfield College will proceed to assess information yet again and move forward with next steps. She stated that in talking with the Health Community Representative, it was indicated that with regards to meeting with the community in the future, she would welcome the opportunity to work with the Kern Community College District next fall or winter.

Board of Trustees Reports

Mr. Duncan reported that the Associated Students of Porterville College remains extremely active even though only a week of school remains. He indicated that the students are committed to assist in the community for an additional two weeks. He thanked Cerro Coso Community College, stating that he walked around the campus and met people, and he had a very good day.

Mrs. Larwood thanked the staff of Cerro Coso Community College, stating that she always enjoys visiting the campus. She shared observations about the California State Budget and stated that California Community Colleges will take the entire hit in reductions. She commented that the District has planned as well as any other District and the District should hold true.

Mrs. Bans thanked Mrs. Board and the staff members for an enjoyable visit; she commented that the best Board meetings are always those with interaction with the students.

ADJOURNMENT

Adjournment

The meeting was adjourned by the President at 3:42 p.m.

_____, President
Rose Marie Bans

_____, Vice President
John S. Corkins