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 11:04 a.m., in the Pacific Conference Room, Weill Institute, 2100 Chester Avenue, Bakersfield.

Roll Call

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

Member absent: Trustee Pauline F. Larwood

District Administration: Ms. Sandra Serrano, Chancellor
Mr. Abe Ali, Vice Chancellor, Human Resources
Mr. Thomas Burke, Chief Financial Officer
Mr. Frank Ronich, General Counsel

Adoption of Agenda

It was moved by Mrs. Meek, seconded by Mr. Rodgers, 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

There were no requests for Public Comments.
Adjournment to Closed Session

The meeting was adjourned to Closed Session at 11:05 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. Board of Trustees—Evaluation

Adjournment

The President adjourned Closed Session at 1:50 to reconvene in Regular Session, in the Forums, Weill Institute, 2100 Chester Avenue, Bakersfield, at 2:00 p.m.
The regular meeting was called to order by Mrs. Rose Marie Bans, President, at 2:00 p.m., on November 10, 2011, in the Forums, Weill Institute, 2100 Chester Avenue, Bakersfield. Mrs. Bans announced that the proceedings of the meeting were being recorded on tape.

Roll Call

Members present: Trustees Rose Marie Bans, President; John S. Corkins, Vice President; Kay S. Meek, Clerk; Dennis L. Beebe; John A. Rodgers; Stuart O. Witt; Xenos O. Lopez, Student Board Member

Member absent: Trustee Pauline F. Larwood

District Administration: Ms. Sandra Serrano, Chancellor
Mr. Thomas Burke, Chief Financial Officer
Mr. Abe Ali, Vice Chancellor, Human Resources
Mr. Sean James, Vice Chancellor, Operations Management
Dr. Jane Harmon, Interim Vice Chancellor, Educational Services
Mr. Frank Ronich, General Counsel
Mr. John Means, Associate Chancellor, Economic and Workforce Development
Mrs. Sonia Cuellar, Executive Assistant, Chancellor’s Office

Bakersfield College:
Dr. Greg Chamberlain, President
Mrs. Sue Vaughn, President, Management Association

Cerro Coso Community College:
Mrs. Jill Board, President
Ms. Mary O’Neal, CCA President

Porterville College:
Dr. Rosa Carlson, President
Dr. Stewart Hathaway, Academic Senate President

Guests: Mr. Michael Urner, Investment Manager, Wells Fargo Advisors
Mr. Dave Ivarie, Investment Manager, Morgan Stanley Smith Barney
Various staff members
Pledge to Flag

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

Reports of Actions Taken in Closed Session

Mrs. Bans reported that the Trustees met in Closed Session and that the following actions were taken by the Board of Trustees.

Approval to Expel a Bakersfield Student, Mr. Robert Jones

Mrs. Bans reported that during Closed Session this day, November 10, 2011, the Board of Trustees considered evidence concerning the recommended expulsion of Mr. Robert Jones from the Kern Community College District. Evidence Code Section 72122 requires that final action be taken in public. It was moved that Bakersfield College student Mr. Robert Jones be expelled from the Kern Community College District for an unspecified period of time. The vote was Ayes – 6; Noes – 0; Absent – 1; and Absentions – 0.

Approval to Expel a Bakersfield Student, Mr. LeKendrick Ellis

Mrs. Bans reported that during Closed Session this day, November 10, 2011, the Board of Trustees considered evidence concerning the recommended expulsion of Mr. LeKendrick Ellis from the Kern Community College District. Evidence Code Section 72122 requires that final action be taken in public. It was moved that Bakersfield College student Mr. LeKendrick Ellis be expelled from the Kern Community College District for an unspecified period of time. The vote was Ayes – 6; Noes – 0; Absent – 1; and Absentions – 0.

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 was no request to change the Agenda. It was moved by Mr. Rodgers, seconded by Mr. Witt, 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 Special Board Meeting of September 28, 2011, and the Regular Board Meeting of October 6, 2011

It was moved by Mr. Corkins, seconded by Mr. Beebe, and carried that the Board approve the minutes of the Special Board Meeting of September 28, 2011, and the Regular Meeting of October 6, 2011.
Presentation of the Board of Trustees Calendar of Meetings, 2012-2013

The Board of Trustees Calendar of Meetings, 2012-13, was presented for information, as shown in the Administrative Services Report. The Chancellor asked the Trustees to review the Board of Trustees Calendar and advise if there were potential conflicts that may need to be addressed. The Calendar will be presented for approval at the Board of Trustees meeting of December 15, 2011. A copy of said Report A-19-11 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 Appointment of Members to the District Safety, Repair, and Improvement District (SRID) Bond Oversight Committee

It was moved by Mr. Corkins, seconded by Mrs. Meek, and carried that the Board approve the appointment of new members to the Kern Community College District Safety, Repair, and Improvement District (SRID) Bond Oversight Committee, as recommended in the Administrative Services Report. The recommended Committee members are Mr. Xenos Lopez, Student Board Member, will serve as the Student Representative, and Mr. Kenneth Byrum, a member of the Bakersfield College Foundation, who will serve as the Foundation Representative. A copy of said Report No. A-20-11 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 advised that she had not received any correspondence and/or communications to the Board of Trustees.

Ms. Nancy Vogel, CSEA Labor Relations Representative

Ms. Nancy Vogel, CSEA Labor Representative, addressed the Board of Trustees, and stated that CSEA and the Kern Community College District have been in negotiations since July, holding ten or eleven negotiation sessions. She stated that although a tentative agreement has not been reached, they are very close. She commented that both parties have bargained in good faith and both parties have made significant movement. She stated that she appreciated that very much.

Public Comments

There were no further requests for Public Comments.
Kern Community College District, Presentation of the 311A Report for Fiscal Year 2010-11 Which Includes the 50% Law Compliance

Mr. Burke presented the 311A Report for Fiscal Year 2010-11 which includes the 50% Law Compliance, as shown in the Business Services Report. A copy of said Report B-155-11 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 September 30, 2011

Mr. Burke introduced Mr. Michael Urner, Investment Manager, Wells Fargo Advisors and Mr. Dave Ivarie, Investment Manager, Morgan Stanley, Smith Barney, presented the Kern Community College District Certificates of Participation Quarterly Report and the Quarterly Portfolio Report, April 1, 2011 to June 30, 2011, as shown in the Business Services Report. A copy of said Report No. B-156-11 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. Rodgers commented that the District is very fortunate to have Mr. Urner and Mr. Ivarie, Investment Managers, as the market has been very erratic and volatile; and these portfolios are very specific as to what can be included in the portfolios to raise the returns. He have done a marvelous job since the inception of handling the funds.

Kern Community College District, Authorization to Execute a Contract Agreement with Cambridge West Partnership, LLC

It was moved by Mr. Rodgers, seconded Mr. Corkins, and carried that the Board authorize the Chief Financial Officer to execute a Contract Agreement between the Kern Community College District and Cambridge West Partnership, LLC, that provides for consulting services in the planning, developing, supporting and/or augmenting Educational and Facilities Master Plans for the District and each of its campuses, as recommended in the Business Services Report. The contract is an amount not to exceed $396,360.00, funded from GU001, and is scheduled to be completed on or before June 1, 2012. A copy of said Report B-157-11 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. Corkins asked what percent of the Safety Improvement and Repair District (SRID) funds could be expended on this project? Mr. Burke indicated that he will be working with Cambridge West about tracking the time and splitting the cost on the time. He stated that Cambridge West is not doing the educational master plan; they are doing two primary components of the Educational Master Plan, working with the Colleges to complete the overall plan. Cambridge West will be doing the complete Facilities Master Plan. He commented that the other primary objective is that the Educational Master Plan will drive the Facilities Plan.
Kern Community College District, Approval of Rejection of a Governmental Claim Filed by Amie Gallegly

It was moved by Mr. Corkins, seconded by Mr. Witt, and carried that the Board approve to reject a Governmental Claim filed on behalf of Amie Gallegly by the Law Firm of Chain, Cohn and Stiles, as recommended in the Administrative Services Report. The claim alleges personal injuries resulting in medical expenses and damages in an amount exceeding $25,000.00. A copy of said Report No. B-158-11 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 Mr. Rodgers, seconded by Mr. Witt, and carried that the following Business Services items be approved on the consent agenda.

Construction Items

Cerro Coso Community College, Student Center Modernization Project, Approval of Change Order Number Two to the Contract with JM Builders, Inc.

The Chief Financial Officer was authorized to approve Change Order Number Two to the contract with JM Builders, Inc. for the Student Center Modernization Project at Cerro Coso Community College, as recommended in the Business Services Report. The change order increases the contract amount by $74,624.00, funded from SRID MG100, and is 4.31% of the original contract amount. A copy of said Report B-159-11 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, Gymnasium Boilers Replacement Project, Authorization to Execute an Agreement with Pike Plumbing Company, Inc.

The Chief Financial Officer was authorized to execute an Agreement with Pike Plumbing Company, Inc., for the Cerro Coso Community College Gymnasium Boilers Replacement Project, in the amount of $102,329.00, funded from SRID MG100 and CC101, as recommended in the Business Services Report. A copy of said Report B-160-11 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

The Chief Financial Officer was authorized to execute a revised Work Authorization for the Architectural/Engineering services for the Science Math Building Air Handler, Water Heater, Chiller and Heating, Ventilation, Air Conditioning Replacement Project at Porterville College to BFGC-IBI Group Architecture Planning, in the amount of $63,990.00, funded from SRID MG100, as recommended in the Business Services Report. A copy of said Report B-161-11 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, Student Center Roof Repairs Project, Authorization to Execute a Revised Work Authorization for the Architectural/Engineering Services

The Chief Financial Officer was authorized to execute a revised Work Authorization for the Architectural/Engineering services for the Student Center Roof Repairs Project at Porterville College to SC Architect, Inc., in the amount of $46,869.79, funded from SRID MG100 and PC101, as recommended in the Business Services Report. A copy of said Report B-162-11 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

Kern Community College District, Authorization to Execute a Statement of Work with Moran Technology Consulting, LLC

The Chief Financial Officer was authorized to execute a Statement of Work between the Kern Community College District and Moran Technology Consulting, LLC, that provides more progressive consulting services in the actual upgrading and consolidation of Active Directory and will also upgrade the District’s Employee e-mail system from Microsoft Exchange 2003 to Microsoft Exchange 2010, as recommended in the Business Services Report. The term is November 1, 2011 through December 30, 2012. The total cost to the District is $75,936.00, funded from SRID. A copy of said Report B-163-11 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, Authorization to Accept Renewal Grant Funding from the California Community Colleges Chancellor’s Office

The Chief Financial Officer was authorized to accept renewal grant funding, on behalf of Bakersfield College/Family and Consumer Education Department, from the California Community Colleges Chancellor’s Office to operate the Foster and Kinship Care Education Program, as recommended in the Business Services Report. The term is July 1, 2011 through June 30, 2012. The total amount payable to the District is $139,215.00 and the total cost to the District is $135,735.00, funded through RP131 (“Restricted Program”) Foster and Kinship Care Education Program. A copy of said Report B-164-11 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, Authorization to Accept a Grant Award with the United States Department of Education, Office of Postsecondary Education

The Chief Financial Officer was authorized to accept a Grant award between the Kern Community College District, on behalf of Bakersfield College, and the United States Department of Education, Office of Postsecondary Education, that supports students in transferring from Bakersfield College to four-year education institutions, including California State University, Bakersfield, to complete the Science, Technology, Engineering and Math Degree Programs, and promotes cooperative curriculum alignment and integration of services for improving transfers to these institutions for Hispanic, low-income, first in the family to receive a baccalaureate degree, and other underrepresented minority students, as recommended in the Business Services Report. Bakersfield College will receive funding for five annual budget periods: Year One $1,199,999.00, Year Two $1,200,000.00, Year Three $1,199,997.00, Year Four $1,200,000.00 and Year Five $1,199,996.00. The term is October 1, 2011 through September 30, 2016. The total amount payable to the District in Year One is $1,199,999.00 and the total cost to the District in Year One is $1,199,999.00, which will be funded through a new RP fund to be established. A copy of said Report B-164-11 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein. A copy of said Report B-165-11 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, Authorization to Accept Grant Funding from the California Community Colleges Chancellor’s Office, Fund for Student Success

The Chief Financial Officer was authorized to accept grant funding, on behalf of Bakersfield College, from the California Community Colleges Chancellor’s Office, Fund for Student Success, for the Mathematics Engineering Science Achievement Program (“MESA”) that provides for academic support in the disciplines of mathematics and sciences and also serves underrepresented students who are financially and/or educationally disadvantaged, as recommended in the Business Services Report. The term is July 1, 2011 through June 30, 2012. The total amount payable to the District is $50,500.00 and the total cost to the District is $48,558.00, which will be funded through RP380 – MESA CCCP. A copy of said Report B-166-11 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 Execute an Agreement with the County of Tulare Health and Human Services Agency/TulareWORKs

The Chief Financial Officer was authorized to execute an Agreement between the Kern Community College District, on behalf of Porterville College, and the County of Tulare Health and Human Services Agency/TulareWORKs, that provides for the placement of program eligible students in the CalWORKS program to work on/off campus in internship positions, learning communication skills, filing, customer service, early childhood experience, initiating referrals to community agencies, and food service maintenance, as recommended in the Business Services Report. The term is October 1, 2011 through September 30, 2012. The total amount payable to the District is $100,000.00 and the total cost to the District is $100,000.00, which will be funded through RP212 Workforce Investment Act. A copy of said Report B-167-11 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 Mr. Rodgers, and seconded by Mr. Witt, and carried that the following Business Services items be approved on the consent agenda.

Construction Items

Cerro Coso Community College, Pedestrian Bridge Retrofit Project, Approval of Change Order Number One to the Contract with JTS Construction, Inc.

The Chief Financial Officer was authorized to approve Change Order Number One to the contract with JTS Construction, Inc. for the Pedestrian Bridge Retrofit Project at Cerro Coso Community College, as recommended in the Business Services Report. The change order decreases the contract amount by $23,682.34, funded into SRID MG100, and is -5.95% of the original contract amount. A copy of said Report B-168-11 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, Pedestrian Bridge Retrofit Project, Approval to File a Notice of Completion

The Chief Financial Officer was authorized to execute a Notice of Completion for JTS Construction, Inc. for the Cerro Coso Community College Pedestrian Bridge Retrofit Project, as recommended in the Business Services Report. A copy of said Report B-169-11 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, Fine Arts Building Modernization Project, Approval to File a Notice of Completion

The Chief Financial Officer was authorized to execute a Notice of Completion for Tiffany Group Inc. for the Cerro Coso Community College Fine Arts Building Modernization Project, as recommended in the Business Services Report. A copy of said Report B-170-11 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

- Amendment between the Kern Community College District and Blackboard, Inc. (formerly known as Presidium, Inc.) that provides for each year of the five year term of the agreement, that the Schedule A, an addendum to the Master Agreement, must be renewed as outlined in the Master Agreement, and it provides for an increase in the monthly call volume levels to reflect actual call volume levels, and it sets the fees for the second annual term, as recommended in the Business Services Report. The term of the Agreement is October 1, 2011 through September 30, 2012, and there is no cost or amount payable to the District.
Addendum to the Master Agreement between the Kern Community College District and CBORD Group, Inc., that provides identification card services to the District, outlines the hardware, software and services to be provided by CBORD to upgrade the Bakersfield College campus’ identification card system which is necessary for providing pay-for-print services in its computer labs, and also enables all three of the District’s campuses to standardize this process on a single, district-wide campus identification card and pay-for-print system, as recommended in the Business Services Report. The term of the Agreement is November 1, 2011 through December 30, 2011, and the total cost to the District is $41,797.96, funded from GU001.

Professional Services Subgrant Agreement between the Kern Community College District and Abt Associates, Inc., an internationally renowned firm specializing in data research and analysis, to provide critical information as a consultant in educational business management in a required project evaluation as part of the Green Jobs and Health Care Impact Evaluation funded by the Employment and Training Agency of the U.S. Department of Labor, and, as this is a subgrant of an original grant awarded to the District by the U.S. Department of Labor Health and High Growth Emerging Industries (US DOL HGEI), it provides for an additional $15,000.00 toward any expenses that may arise, as recommended in the Business Services Report. The term of the Agreement will commence upon execution of the Agreement through February 28, 2013, and the total amount payable to the District is $15,000.00, to be deposited into RP 442 – US Department of Labor Health and High Growth Emerging Industries.

Engagement Agreement between the Kern Community College District and Extreme Entrepreneurship Education, LLC, that provides for a one half-day conference to be brought to the California Virtual Enterprise Trade Fair & Business Plan Competition on November 30, 2011 focusing on the topic “Succeeding as an Entrepreneur: Startup Secrets” to which approximately 1,800 high school students will attend and be encouraged to pursue entrepreneurship as a valid career path, and includes a subscription to access the ten virtual keynote presentations over the course of the year, as recommended in the Business Services Report. The total cost to the District is $10,800.00, funded from RP143 – Youth Entrepreneurship Program.

Agreement for Services between the Kern Community College District and CAP Barbell, Inc., a company that designs, tests, and manufactures fitness products and equipment, under which the District’s Workplace Learning Resource Center will develop and provide instruction to eight (8) employees of CAP Barbell Inc., for a total of 60 hours of training in the areas of manufacturing skills and lean manufacturing, teaching these employees to learn to follow a defined sequence of steps and to determine quantified financial targets to realize cost reductions and/or profit increases for the company, as recommended in the Business Services Report. The term of the Agreement is September 9, 2011 through January 30, 2012, and the total amount payable to the District is $13,228.80 and the total cost to the District is $9,260.16, funded through CE005-117ETP - Employer Training Panel Contract.
• Student Affiliation Agreement between the Kern Community College District, on behalf of Bakersfield College, and San Joaquin Community Hospital, to refer students to San Joaquin Community Hospital so that they may complete the 120 hours of hands-on experience and observation required to complete the Dietetic Services Supervisor Certificate pursuant to the California Department of Public Health approved program, as recommended in the Business Services Report. The term of the Agreement is October 1, 2011 on an on-going basis until terminated by either party, and there is no cost to the District.

• Renewal of Child Development Training Consortium 2011-2012 Instructional Agreement between the Kern Community College District, on behalf of Bakersfield College, and the Community College District, Child Development Training Consortium that provides enrolling students working with children in the field of child development in courses required by the California Commission on Teacher Credentialing to obtain a new or renew a currently held Child Development Permit, as recommended in the Business Services Report. The term of the Agreement is September 1, 2011 through June 30, 2012, and total amount payable to the District is $15,000.00 and the total cost to the District is $13,800.00, funded through RP 134 – Child Development Training Consortium.

• Renewal of Child Development Training Consortium 2011-2012 District Campus Coordinator Agreement between the Kern Community College District, on behalf of Bakersfield College, and the Yosemite Community College District, Child Development Training Consortium that provides for the engagement of a District Campus Coordinator to recruit eligible students for the program, ensure student eligibility, assist students with enrollment, orient instructors about the program, process reporting, attend meetings, and develop/monitor the program budget, as recommended in the Business Services Report. The term of the Agreement is September 1, 2011 through June 30, 2012, and the total amount payable to the District is $5,400.00 and the total cost to the District is $5,400.00, funded through RP 134 – Child Development Training Consortium.

• Online Subscription Renewal service between the Kern Community College District, on behalf of Bakersfield College, and the Community College Library Consortium that provides valuable, full-text scholarly journals and popular magazine articles via an online database to be used for student academic research for calendar year 2012, as recommended in the Business Services Report. The term of the service is January 1, 2012 through December 31, 2012, and the total cost to the District is $9,762.00, funded from GU001.

• Amendment Number One to the Workability III contract between the Kern Community College District, on behalf of Bakersfield College, and the State of California, Department of Rehabilitation, that modifies the contract to redirect the certified expenditures due to changes in the percentage of time and staff used in assisting Workability III students, example given, the Associate Vice President of Student Services replacing the Dean of Student Learning, resulting in a reduction of time dedicated to the contract as WA III Certified Program Manager, and other similar changes in staff used, as recommended in the Business Services Report. These changes were necessary to meet the percentage of certified time required by the cooperative agreement between the District and the State Department of Rehabilitation. The term of the contract is October 1, 2011 through June 30, 2012, and there is no cost to the District.
• Maintenance Agreement between the Kern Community College District, on behalf of Bakersfield College, and Duplo USA Corporation, that provides for 60 months of repair and maintenance for the Duplo Booklet Maker in the Bakersfield College Graphics Center, September 6, 2011 through September 6, 2016, and the total cost to the District is $27,500.00, funded from GU001.

• Renewal Agreement between the Kern Community College District, on behalf of Bakersfield College, and San Francisco Community College District, California Early Childhood Mentor Program that provides for renewal of grant funding (CN110123) to provide the following services: coordinate and offer an adult supervision course and seminars for mentors and directors; coordinate and develop mentoring programs; offer honoraria for faculty working with the college mentoring program; provide books and other instructional materials for mentors; and print and copy mentor materials, as recommended in the Business Services Report. The term of the Agreement is August 1, 2011 through July 31, 2012, and the total amount payable to the District is $7,398.00 and the total cost to the District is $7,398.00, funded through RP133 – California Early Childhood Mentor Program.

• Theatre Rental Agreement between the Kern Community College District, on behalf of Bakersfield College, and The Empty Space, for use of the theatre/stage facility, for the production of “Faust” by the theatre department since the campus’ facility is undergoing a remodel, as recommended in the Business Services Report. The term of the Agreement is September 12, 2011, through October 8, 2011, and there is no cost to the District.

• Authorization for the Chief Financial Officer to declare the items listed from Bakersfield College, Fire 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.

• Authorization for the Chief Financial Officer to 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.

• Authorization for the Chief Financial Officer to declare the items listed from Bakersfield College, Allied Health 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.
• Allied Health Education Program Agreement between the Kern Community College District, on behalf of Bakersfield College, Cerro Coso Community College, and Porterville College, and the Porterville Convalescent Hospital, 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, as recommended in the Business Services Report. The term of the Agreement is August 1, 2011 through July 31, 2016, and there is no cost to the District.

• Maintenance Agreement between the Kern Community College District, on behalf of Cerro Coso Community College, and ThyssenKrupp Elevator Corporation that provides for the maintenance of the three elevators on the Indian Wells Valley Campus that will maximize the performance, safety and life span of the equipment, as recommended in the Business Services Report. The term of the Agreement is January 1, 2011 through December 31, 2016, and the total cost to the District is $1,050.00 per month, funded from GU001.

• Amendment to the Security Services Agreement between the Kern Community College District, on behalf of Cerro Coso Community College, and TOSS, Inc. that provides for TOSS, Inc. to render private patrol security services to the Kern River Valley, Lake Isabella campus, in addition to the services it is providing under the original Agreement at the Indian Wells Valley Campus and the Eastern Sierra College Center, as recommended in the Business Services Report. The term of the Agreement is September 1, 2011 through June 30, 2012, and the total cost to the District is $17,600.00, funded from GU001.

• Acceptance by the Chief Financial Officer, on behalf of Cerro Coso Community College, a total of three (3) donations of $5,000.00 each from each of Jacobs Technology Inc., DCS Corporation, and New Directions Technologies Inc. for the continuing support of the Engineering Program at Cerro Coso Community College toward payment of faculty teaching in the program, as recommended in the Business Services Report. The total amount payable to the District is $15,000.00, funded into RP219 – Special Projects.

• Acceptance by the Chief Financial Officer, on behalf of Cerro Coso Community College Foundation Inc., a donation from Jewelry To Go consisting of two (2) rings valued at $1,200.00 and $400.00, respectively, that were auctioned off at the annual Astronomical Star Party and Barbecue held on September 23, 2011, as recommended in the Business Services Report.

• Online Subscription Renewal service between the Kern Community College District, on behalf of Cerro Coso Community College, and the Community College Library Consortium, that provides students with online access to several databases to view full-text magazines, journals, newspaper articles, book chapters, and more for research purposes, as recommended in the Business Services Report. The term of the service is January 1, 2012 through December 31, 2012, and the total cost to the District is $17,754.19, funded from GU001.
Agreement between the Kern Community College District, on behalf of Cerro Coso Community College, and the San Francisco Community College District, California Early Childhood Mentor Program that provides for renewal of grant funding (CN110123) to provide the following services: coordinate and offer an adult supervision course and seminars for mentors and directors; coordinate and develop mentoring programs; offer honoraria for faculty working with the college mentoring program; provide books and other instructional materials for mentors; and print and copy mentor materials, as recommended in the Business Services Report. The term of the Agreement is August 1, 2011 to July 31, 2012, and the total amount payable to the District is $6,515.00 and the total cost to the District is $6,515.00, funded through RP133 – California Early Childhood Mentor Program. San Francisco Community College District will pay for expenses incurred.

Renewal of Child Development Training Consortium 2011-2012 Instructional Agreement between the Kern Community College District, on behalf of Cerro Coso Community College, and the Yosemite Community College District, Child Development Training Consortium that provides for Cerro Coso Community College to enroll students working with children in the field of child development in courses required by the California Commission on Teacher Credentialing to obtain a new or renew a currently held Child Development Permit, as recommended in the Business Services Report. The term of the Agreement is September 1, 2011 through June 30, 2012, and the total amount payable to the District is $6,250.00 and the total cost to the District is $6,250.00, funded through RP134 – Child Development Training Consortium.

Agreement between the Kern Community College District, on behalf of Cerro Coso Community College, and the Corporate Center of the College of Southern Maryland, under which Cerro Coso Community College will deliver four Leadership Vector Courses (DDI) to employees at the Naval Air Systems Command Aircraft Division (NAVAIR), China Lake, California, including Adaptive Leadership, Influential Leadership, Leading Change and Mastering Interaction Skills, as recommended in the Business Services Report. The term of the Agreement is October 25, 2011 through November 30, 2011, and the total cost to the District is $2,149.00 per course, and the total amount payable to the District is $3,375.00 per course, funded through CE010 – Contract Education.

CalWORKs Work Study Off-Campus Agreement between the Kern Community College District, on behalf of Porterville College, and KTIP Radio, under which KTIP Radio will provide intern positions in the capacities of website development, gathering news information, conducting interviews, recording, editing and writing news stories, for eligible Porterville College students in the CalWORKs program majoring in Business Administration, Business, Information Systems, and/or Office Technology, or those who meet the criteria for skills required, as recommended in the Business Services Report. The term of the Agreement is September 27, 2011 through June 30, 2012, and total amount payable to the District is $5,000.00 and the total cost to the District is $5,000.00, funded through RP212-Tulare County Health and Human Services Administration.
Agreements with Independent Contractors for 2011-12, for Kern Community College District, Bakersfield College, Cerro Coso Community College, and Porterville College, to provide various services, as recommended in the Business Services Report, and the total cost to the District is approximately $50,996.00.

A copy of said Report B-171-11 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, Ratification of Budget Transfers and Revisions from October 15, 2010, through June 30, 2011

Mr. Thomas Burke, Chief Financial Officer, presented a ratification of Budget Transfers and Revisions from October 15, 2010, through June 30, 2011, as shown in the Business Services Report. A copy of said Report No. B-172-11 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-173-11 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-4: 17 - 20
- General Fund: Numbers: 3204321 - 3205759
- Student Financial Aid Direct Deposit: Numbers: 3209197 - 3219975
- Student Financial Aid: Number: 3204792
- Measure G Building Fund: Numbers: 3204320 – 3205586

EDUCATIONAL SERVICES ITEMS

Presentation of Proposed Addition to the District Board Policy Manual, Section Four, Students Instructional Services, Policy 4B8, Independent Instruction

Dr. Harmon, Interim Vice Chancellor, Educational Services, presented Board Policy 4B8, Independent Instruction, as shown in the Educational Services Report. She advised that this policy will allow a student, through circumstances beyond their control, to take a particular course such as a course no longer offered or not offered during the student’s last term. The Policy will be presented for approval at the next Board meeting of December 15, 2011. A copy of said Report No. E-68-11 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 the Strategic Plan

The Chancellor presented an update of the Strategic Plan adopted by the Board of Trustees on September 7, 2006, stating the Strategic Plan was vetted through the participatory governance process and was presented to the Board of Trustees at the April 14, 2011 meeting. Further work continued with the Strategic Planning Working Group (SPWG) resulting in the Plan. It was noted that the Strategic Plan was presented to the Board of Trustees for information at the Board meeting of October 6, 2011.

Mr. Witt asked about the process used in developing the plan. He stated that he agreed with everything in the Plan but felt it was missing one part. He asked about the accountability for implementing the plan. He stated that he agreed with the quantifiable goals, measuring the progress, etc. The Chancellor stated that the accountability permeates the organization, in that the District-wide Strategic Plan then moves to the Colleges, and the campuses each go through their College Strategic Plan and begin to link their Plan along with Educational Plans which links to budget. She stated not only is it linked in this broader sense, it is somewhat noted in the District-wide Planning Cycle shown on the last page of the Strategic Plan where it is noted that the Strategic Plan, Educational Master Plan and the like. She commented that within each of the entities there will be assigned individuals with responsibilities for goals and objectives, and tie them as they relate to the Strategic, Educational Master, and Accreditation plans and processes.

Ms. Serrano stated that there are also components of College operations related to program review and hiring processes, that are also looking at data, and while the District is measuring, and has the measures identified with regards to the expected outcomes, as each College moves into implementation, looks at the objections, and develops their specific action plans, there will be individuals that are accountable for insuring that the District and Colleges are implementing and achieving the results expected during the course of implementation.

Mr. Witt asked if during the development of the Plan if the College Presidents and District Administration were involved in its development. He stated that from the Chancellor’s point of view and from the Board’s perspective, when the results are shared, is the review trigger somewhere in the performance appraisal and review of the College Presidents. Ms. Serrano responded yes, definitely in the annual review and appraisal of the College Presidents, as well as the Chancellor, and likewise within the management team of each of the entities as well. She reported that there was a District-wide Strategic Planning Working Group, and everyone in the District was invited and specific invitations were sent to faculty chairs, managers, and classified representatives to attend a Student Success Summit.

Ms. Serrano indicated that there was an outside facilitator, Mr. Brad Phillips, who led the Summit with fantastic input from the faculty participants, raising questions, identifying different measures, which the Strategic Planning Working Group, again led by the faculty, went through all of those measures and identified specific measures that were ultimately brought into the Plan. She stated that the Plan was shared with the District Consultation Council with members from all employee groups, and they were asked to vet with their particular teams, and provided feedback. She stated that there were a couple of word changes, but overall the document is one that is focused on student success, collaboration, meeting the needs of the community, and preparing the students to become effective students.
Mr. Corkins commented that he agreed with Mr. Witt on accountability and to continue to measure English and Mathematics courses with metrics, and the other areas are more qualitative, not quantitative. He asked how often the Board of Trustees would expect to see an update on the Strategic Plan. Ms. Serrano stated that she would prefer to consult with the Institutional Research Team. She stated that the Institutional Research Team for the last several months has been looking at what was presented to the Board annually as it related to the Accountability Reporting for Community Colleges (ARCC) and determining how the District can disaggregate some of that data and present that to this Board. She stated that she could respond annually, she could not tell the Board beyond that at this point, as it is a work in progress.

It was moved by Mr. Witt, seconded by Mr. Corkins, and carried that the Board approve the Kern Community College District Strategic Plan, as recommended in the Educational Services Report. A copy of said Report No. E-69-11 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 for Students to Travel Abroad

The Chancellor reported that the Student Study and Travel Abroad is a first for the District. The students will be earning college credit and all of the liability and insurance issues have been reviewed. Mr. Burke stated that this study abroad is a part of a grant with El Camino Community College District.

It was moved by Mr. Corkins, seconded by Mr. Rodgers, and carried that the Board approve four (4) Bakersfield College students to study abroad for one semester in Italy and Spain as recommended in the Educational Services Report. This program is part of the Atlantis Project and the study is focused on early childhood education. Hanah Harb and Amna Harb will travel to Italy and the dates of travel are February 1, 2012 to July 27, 2012. Rocio Resendiz and Anamariksa Caldera will travel to Spain and the dates of travel are January 15, 2012 to June 30, 2012. The costs are funded through the Atlantis Project. A copy of said Report No. E-70-11 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 Mr. Rodgers, seconded by Mr. Witt, and carried that the following Educational Services items be approved on the consent agenda.
Bakersfield, Cerro Coso Community, and Porterville Colleges, Approval of the 2011-12 Revisions to the Catalogs

The Trustees approved the 2011-12 revisions to the Bakersfield, Cerro Coso Community and Porterville Colleges’ catalogs, as recommended in the Educational Services Report. At Bakersfield College, the primary changes were due to updating the catalog and removing courses that were no longer taught. At Cerro Coso Community College, the primary changes were due to updated student learning outcomes. At Porterville College, the primary changes were due to Title 5 compliance and curriculum review. Title 5 regulations require local governing Boards to approve new course prior to them being offered. These courses were reviewed and recommended by the College Curriculum Committees. A copy of said Report No. E-71-11 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 to Deliver Community Education Classes

The Trustees approved Cerro Coso Community College to deliver Community Education classes, as listed on the accompanying Educational Services Report. The District will generate approximately $1,046.00. A copy of said Report No. E-72-11 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, Approval to Deliver Community Education Classes

The Trustees approved Porterville College to deliver the Community Education Class, Emergency Medical Technician class for the Community, CSEMT, as recommended in the Educational Services Report. The District will generate a net income of $2,125.00. A copy of said Report No. E-73-11 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, Approval to Deliver a Community Class

The Trustees approved Porterville College to deliver the Community Education class, Zumba Aerobics for the Community, CE03, as listed on the accompanying Educational Services Report. The District will generate a net income of $289.50. The course is a fitness program that combines Latin music and easy-to-follow dance moves. A copy of said Report No. E-74-11 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, Approval of New Certificate of Achievement

The Trustees approved a new Porterville College Certificate of Achievement in Fire Technology Structural Firefighter, as recommended in the Educational Services Report. The Porterville College Fire Technology Program has been serving both working and prospective firefighters since the early 1980’s. This certificate will allow community college students who have completed 22.5 units to receive a Certificate of Achievement in Fire Technology Structural Firefighter. This program has been taught at Porterville College for more than 25 years but has not been a certificate program. A copy of said Report No. E-75-11 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, Approval of a New Certificate of Achievement

The Trustees approved a new Porterville College Certificate of Achievement in Communications Studies, as recommended in the Educational Services Report. This certificate will allow community college students who have completed 12 units to receive a Certificate of Achievement in Communications Studies in order to better serve all the members of our local community by giving them increased communication competence in their educational, personal, and professional lives. A copy of said Report No. E-76-11 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

HUMAN RESOURCES ITEMS—

Approval of the Proposed Revisions to the District Board Policy Manual, Section Ten, Confidential-Management Employees, Section 10C6, Teaching Assignments for Management Employees, and 10C7, Outside Activities

It was moved by Mr. Corkins, seconded by Mr. Witt, and carried that the Board approve the proposed revisions to the Kern Community College District Board Policy Manual, Section 10C6, Teaching Assignments for Management Employees, and 10C7, Outside Activities, as recommended in the Human Resources Services Report. The proposed revisions were vetted through the Chancellor’s Cabinet and District Consultation Council. The proposed revisions were presented to the Board of Trustees for information at the meeting of October 6, 2011. A copy of said Report No. H-17-11 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

HUMAN RESOURCES ITEMS—
CONSENT

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 Mr. Rodgers, seconded by Mr. Witt, and carried that the following Human Resources item be approved on the consent agenda.

Approval 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-18-11 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.
Faculty Reports

Dr. Stewart Hathaway, Academic Senate President, Porterville College, stated that he wished to acknowledge Mr. Stuart Witt as there has been some great news from the Mojave Spaceport where under the management of Trustee Witt, the Mojave Spaceport is world’s premier test flight center, and recently became a site of the first human commercial spacecraft, and their goal is to have many of these flights in the near future.

Dr. Hathaway reported that in honor of Veteran’s Day the following day, several activities at Porterville College were worth mentioning. He stated that on Wednesday, the Porterville College Cultural and Historical Awareness Club hosted a panel of local veteran’s sharing their experiences about Vietnam. This event was moderated by Dr. David Bezayiff, Professor, History, and the event drew about 185 students which was well beyond the seating capacity of the theatre. He reported that Ms. Nancy Chadwell, who served as an Army nurse in the Vietnam War, would be presenting “Vietnam, My Experiences as an Army Nurse”, which would take place in the College Theatre.”

Dr. Hathaway shared that the annual Porterville Veteran’s Day parade would take place the following day on Main Street, which is a significant event in Porterville. He announced that Porterville College won first place at the parade last year.

Dr. Hathaway commented that the Accreditation process was progressing smoothly at Porterville College; rough drafts of all the Standards were to be reviewed the following Monday, November 13, 2011, and the goal is to have the final drafts completed in February. With regards to the Porterville College Academic Senate, he stated that there are two topics on the immediate agenda; one is the proposal to change the drop date from 30% to 20% as well as the Academic Calendar for 2013-14. He indicated that in addition, as the Senate is the voice of faculty, he said that the faculty at Porterville College is quite positive about the tentative agreement that was recently reached; they are very appreciative of the efforts of the Board and the union in accomplishing this.

Ms. Mary O’Neal, CCA President, stated that faculty across the District are happy that a tentative agreement had been reached and faculty were working very hard to ensure that CCA can conduct a vote on the tentative agreement per the by-laws which meant that union members would be working all weekend reviewing the proposal. She commented that they were looking at the tentative agreement for any changes and/or corrections. She stated that CCA has the sincere hope that it can be completed for the vote. She commented that faculty would like to leave 2011 and the faculty unrest behind them, and start 2012 fresh. Ms. O’Neal stated that CCA looks forward to leaving the failed faculty bargaining experiment behind them and returning to respectful and collegial negotiations in the future.

Classified Staff Report

There was no classified staff report.
Management Association Report

There was no Management Association Report.

College Reports

**Porterville College** – Dr. Carlson referred to Dr. Hathaway’s earlier comments, stating that the College is heavily involved in the self-study accreditation, Educational Master Plan, Facilities Plan, and other documents that are ongoing every year. She advised that the College was in the process of selecting a Director, Administrative Services, to fill the position left by Mrs. Donna Berry, who left to take a position at Reedley College. She reported that the College recently lost the Vice President, Academic Affairs, Dr. Ann Beheler, who accepted a position in Texas.

Dr. Carlson reported that Fresno State College and Porterville College women’s volleyball teams have the same record of 12 wins, one loss, and she indicated that they would be playing later that evening for the Championship.

**Cerro Coso Community College** – Ms. Board announced that the College had hosted the first ever professional day for the adjunct faculty. She commented that in light of student success, everything that has been read has stated that the Colleges need to invest in the development of the adjunct faculty. She stated that when flex days occur, usually most of the adjuncts are working so the faculty chairs, under the leadership of Dr. Corey Marvin, Mrs. Heather Ostash, and Ms. Valerie Karnes leading a professional development day to focus on student learning outcomes assessment. Adjunct faculty do a major portion of teaching for the College and they needed the training. Mrs. Board commented that the training was very well received; 70 to 75 adjunct showed up and the feedback was overwhelming. They indicated that they would like to continue this type of training and they also provided comments to be addressed.

Mrs. Board advised that prior to her leaving campus, she welcomed 300 plus junior and senior high school students attending the 11th Annual Preview Day. She stated she contemplated how to catch the attention of the students and she ask the group “How many of you cannot wait to leave home?” and several hands were raised. She then told them, “Guess what, your parents cannot wait either.” She stated there faculty with information about the programs as well as employers from the community were also present.

Mrs. Board reported that the campus held a Veteran’s Recognition Day where Assemblywoman Shannon Grove was present, recognizing students and staff, at which time the first floor of the Student Center was unveiled. She indicated that there were community services for the Veterans set up and there was a lot of participation from support services in the community.

**Bakersfield College** – Dr. Chamberlain reminded the members of the Board that on January 28, 2012, there will be the Sterling Silver Dinner, a fundraiser for the Bakersfield College Foundation. He called attention to the fact that the Trustees had approved the acceptance of the HSI STEM Grant in the amount of $1.2 million per year for five years and planning has been completed. He stated that the grant also included the continuation of a partnership with California State University, Bakersfield, particularly in the Engineering area.
Dr. Chamberlain called attention to the Human Resources Report approved by the Board earlier, stating Bakersfield College is also losing a Vice President, as Dr. Joyce Ester will be leaving to serve as the new President of Kennedy King College in Chicago.

Dr. Chamberlain announced that the following week in the Levan Center there would be a panel of four faculty from Bakersfield College for the 150th Anniversary of the Civil War and they will present discussion about the causes of the Civil War. He advised that the Standard Accreditation Drafts were due for each of the Standard Areas this afternoon. The drafts should be filed with all the appropriate evidence for the initial drafts and that process in moving forward. He referred to the Atlantis Grant that was approved earlier for the students traveling abroad, but added that there is an exchange program and there will be students attending at Bakersfield College.

Chancellor’s Report

The Chancellor thanked Ms. Nancy Vogel, CSEA Labor Representative, for being present at the meeting and for letting the District know that from her perspective negotiations with CSEA have progressed over the course of the last meetings and it is hoped it will be the final meeting. She stated that it is always nice to hear that there is a tentative agreement on the faculty contract and hope for a positive vote.

Ms. Serrano wished everyone a happy Veteran’s Day to everyone and especially to the Mr. Lopez, Student Trustee, as a Veteran. She stated that Veteran’s Day is very important in her household for two reasons; her father is an 89 year old World War II Veteran, Purple Heart awardee, and her mother’s birthday is 11-11-11 this year, her 86th birthday.

Ms. Serrano expressed that she wanted everyone to know what a great management team there is in the District; the Vice Chancellors, College Presidents, and others. She stated that she enjoyed her vacation because she knew the District was in good hands in her absence.

Board of Trustees Reports

Mr. Rodgers stated that he attended the latest Bakersfield College Foundation meeting, stating the Foundation does really good work. He wished everyone a great Veteran’s Day and a Happy Thanksgiving.

Mr. Lopez indicated that he had been busy visiting the campuses in October and had been part of some great events. He stated that it has been rewarding to take the time to interact with everyone.
Adjournment

The meeting was adjourned by the President at 3:05 p.m.

_____________________________, President
Rose Marie Bans

_____________________________, Vice President
John S. Corkins