



EL CAMINO COMMUNITY COLLEGE DISTRICT
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November 11, 2019

Board of Trustees
El Camino College

Dear Members of the Board:

I am pleased to present to you the agenda for the Monday, November 18, 2019 Board of Trustees meeting. The Board meeting will begin at 4:00 pm in the Alondra room. We will open the meeting with the Roll Call and adjourn to Closed Session. Following Closed Session, we will reconvene in Open Session at 5:00 pm.

Prior to the presentations scheduled on the agenda, Ms. Ann O'Brian, Executive Director of Marketing and Communications, will show a brief video on El Camino College's design and arts programs. We created the video for the 2019 State of the College event held on November 15, 2019.

Following the video, there are two presentations scheduled for this meeting. Jose Anaya, Dean of Community Advancement, will provide a presentation on the NextFlex talent pipeline project. El Camino College is collaborating with the Boeing Corporation, Inglewood Unified School District, and the Centinela Valley Union High School District to prepare students for careers in aerospace electronics and engineering. Following that, Dr. Viviana Unda will provide an information presentation on the El Camino College integrated planning efforts and the new vision for planning at the College.

PUBLIC HEARING:

In accordance with Government Code Section 3457, the El Camino Community District Board of Trustees will hold a Public Hearing to provide an opportunity for public comment on the contract negotiations between the El Camino Classified Employees, Local 6142, CFT, AFT AFL~CIO and the El Camino Community College District. The hearing will provide for public comment on the list of Articles submitted by the El Camino Community College District to be negotiated.

The consent agenda includes the following:

- A. Academic Affairs** has eight routine agenda items. There is a recommendation to approve the Forensics team's participation in the Dahlin/Griffin Tournament at Grossmont College in El Cajon, California. There is a recommendation to approve a summer 2020 Study Abroad Trip with the Blackfriary Archaeology Field School in Ireland. Professors David Blair Gibson (Anthropology/Archeology) and Chelsea Henson (English) will co-lead this program. There are two recommendations to approve amendments to the Instructional Services Agreements (ISA) with the Redondo Beach Unified School District and the Redondo Beach Unified School District South Bay Adult School. Both amendments clarify the arrangements for compensation of faculty under these agreements. There is also a

recommendation to approve the destruction of Class 3 records in the Industry and Technology Division. There is a recommendation to approve the 2018 Academic Program Review Reports. There is a recommendation to approve proposed curriculum changes effective 2020-2021. Last, there is a recommendation for a second reading and adoption of Board Policy 4222, Limitation to Remedial Coursework.

- B. Student Services** has five routine agenda items. There is a recommendation to approve an agreement with Nathaniel J. Session to provide a three-part parenting workshop to EOPS students. The fee will not exceed \$2250. There is also a recommendation to approve an agreement with Augusto Rojas M.D. Inc. DBA Oceanview Medical and Surgical Group. This organization will provide work opportunities and internships for CalWorks work-study students. There is also a recommendation to approve agreements with international student recruiting agencies for both the English Language Program and the International Student Program. The fee will not exceed \$1500 per student, paid over two semesters. The international student program budget supports the cost of these recruitment fees. Last, there are two items relating to the Camino Community College District School Year Calendars. There is a recommendation to amend the 2019-20 School Year Calendar to correct the July 4, 2020 holiday from Thursday, July 2, 2020 to Friday, July 3, 2020 (the legally mandated holiday designated by the California Community Colleges Chancellor's Office). There is also a recommendation to approve the 2020-21 and 2021-22 School Year Calendars.
- C. Administrative Services** has five agenda items on the consent agenda. There is a recommendation to approve an agreement with Strata Information Group for an assessment and recommendation regarding the Colleague Enterprise Resource Planning system. This agreement for ERP consulting services will not exceed \$49,780. There is also a recommendation to approve an agreement with MDC Engineers to prepare the design and bid documents for a replacement backup generator for the El Camino College Library. The existing generator is non-functional and out of compliance with SCAQMD regulations. There is also a recommendation to approve a notice of completion for the Central Plant Replacement Valve by ACCP Engineered System. An El Camino College employee signed off the work and the total cost did not exceed \$92,463. There is also a recommendation to approve the declaration of surplus property per Education Code Sections 81450 through 81460 and Board Policy 6550. Last, there is a recommendation to ratify purchase orders and blanket purchase orders.
- D. Measure E** has six items on the consent agenda. There is a recommendation to approve a contract with Sandy Pringle and Associates for DSA inspection services for the Student Services and Student Activities Demolition Project. The cost will not exceed \$27,740. There is also a recommendation to approve a contact amendment with LPA Architects for additional design work for the new Arts Complex Project. The firm will provide field survey and verification services of the existing specialty equipment housed in the existing Arts Building to determine all required utility and venting requirements necessary to relocate equipment to the new Arts Complex for the Arts Complex project. The cost of this recommended amendment is \$22,500. There is also a recommendation for a contract amendment with HMC Architects for contract administration services relating to construction delays by the contractor. The cost will not exceed \$53,026. There is also a recommendation to approve a Change Order with AMG & Associates for the Gymnasium Project. This change order will not exceed \$28,986.

There is also a recommendation that the Board accept the Measure E 2012 Budget and Balances Report. This report provides detail on the budget changes since the last report ending September 30, 2019. Last, there is a recommendation to ratify Measure E Purchase Orders and Blanket Purchase Orders.

E. Human Resources has five items on the consent agenda. There is a recommendation to approve an agreement between El Camino Community College District and the Compton Community College District for Vice President Barbara Perez’s services through January 31, 2020. The Compton Community College District is in need of Ms. Perez’s services for an additional 30 days beyond the current agreement, which was to end December 31, 2019.

Last, there is a recommendation to approve personnel actions for the following:

- Administrator, Supervisor and Confidential Personnel Action Items
- Academic Personnel Action Items
- Classified Personnel Action Items
- Temporary, Non-Classified Service Employees Action Items

F. Community Advancement has two routine items on the consent agenda. There is a recommendation to approve a Personal Services Agreement with Servando Gereau for consulting and training services under the district’s Employment Training Panel (ETP) contract. The contract will not exceed \$45,000 paid through ETP funding. Second, there is a recommendation to approve an amendment with the Clean Energy Smart Manufacturing Innovation Institute (CESMII). This contract amendment extends the Billing Period (BP2) date to December 31, 2019. All other terms of the agreement remain unchanged.

G. President/Board has two items on the consent agenda. There is also a recommendation to approve the absence of a Board Member at the October 21, 2018 meeting due to personal necessity. There is also a recommendation to approve travel for Board Members attending the Community College League of California Legislative Conference in Sacramento, CA.

Action Agenda:

A. Academic Affairs has one agenda item. There is a recommendation to approve an agreement with the Centinela Valley Union High School District for the K-12 Strong Workforce Program. Centinela Valley Union High School District, in partnership with El Camino College, received a K-12 Strong Workforce Program grant. El Camino College will assist CVUHS with program outcomes supportive of the grant. El Camino College will receive \$113,600 for its activities under the grant.

B. Student Services – No Items.

C. Administrative Services has one item. There is a recommendation to approve an amendment to the Real Property Lease Agreement with Pioneer Theaters, Inc., which leases 747 parking spaces in Lot L on the weekends. This amendment will extend the lease at the current rate for six months. The District

has undertaken a property valuation study of the fair market value of the parking spaces. Over the next six months, we will negotiate with the leasee for a new, five-year lease of the parking lot spaces.

D. Measure E has three items. There is a recommendation to approve a contract with Resource Environmental, Inc. to provide service in the demolition of the old Student Services and Student Activities Center. You may recall that the original bid (Bid #2018-02) was issued in May 2019. At the September 2019 board meeting, the board approved the rejection of all bids. In September 2019, staff re-issued the solicitation as Bid # 2019-3 and included several additional requirements of all bidders. Five bids were submitted and Resource Environmental Inc. was the lowest, responsive and responsible bid received. The second item is a recommendation to approve a change order with ACC Contractors on the Administration Building project. The change order totals \$102,762 and relates to two owner-requested changes to access controls within the building, and automatic doors to enter the building. The third item is a recommendation to approve a change order with AMG & Associates for the new Gymnasium building. The change order totals \$107,084 and consists of a variety of architectural/engineering and owner requested changes. The recommendation includes a detailed breakdown on the various tasks included in the Change Order, the amount as requested by the contractor as well as the negotiated amount agreed to between the contractor and the District.

E. Human Resources – No Items.

F. Community Advancement has two items. There is a recommendation to ratify an agreement with Long Beach City College for \$100,000 to the El Camino College Small Business Development Center. This agreement will provide El Camino College with funds to support one-on-one consulting to small businesses in the South Bay. The second recommendation is to approve an agreement with Long Beach City College for \$200,000 to the El Camino College Small Business Development Center. These funds will provide resources to establish, develop, operate and host a technical assistance expansion program. The Small Business Development center is to provide small business clients with direct technical assistance, direct technical training, research to assess small business service needs and marketing to include outreach and support expansions in current SBDC activities.

G. Superintendent-President/Board - No Items.

H. Future Action Items/General Information – No Items

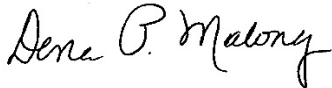
J. Policies and Procedures includes the following items:

- Board Policy 2110 – Vacancies on the Board (First Reading)
- Board Policy 3440 – Service Animals (First Reading)
- Administrative Procedure 3440 – Services Animals (Information Only)
- Board Policy 4220 – Standards of Scholarship (First Reading)
- Board Policy 6300 Purchasing (First Reading)
- Board Policy 6540 Insurance (First Reading)
- Board Policy 7400 – Travel (Review Only – no changes)
- Administrative Procedure 7400 – Travel (Information Only)

- Administrative Procedure 4227 – Repeatable Courses (Information Only)
- Administrative Procedure 4230 – Grading and Academic Symbols (Information Only)
- Administrative Procedure 4240 – Academic Renewal (Information Only)
- Administrative Procedure 6335 – Purchasing Card Program (Information Only)
- Administrative Procedure 8888 - Notifications - Advance Notice of Potential Physical Barriers to Campus Accessible Routes, Parking, and Other Features (Information Only)

I am looking forward to seeing you on Monday, November 18, 2019 at 4:00 pm in the Alondra Room. As always, if you have any questions regarding the agenda, please feel free to call or email me prior to the Board meeting.

Sincerely,

A handwritten signature in cursive script that reads "Dena P. Maloney".

Dena P. Maloney, Ed.D.
Superintendent/President