

July 13, 2016

Board of Trustees
El Camino College

Dear Members of the Board:

I am pleased to present to you the Monday, July 18, 2016 Board agenda. At 4:00 pm, we will open the meeting with the Roll Call and Public Comment on Closed Session Items. We will then adjourn to Closed Session. Following Closed Session, we will reconvene in Open Session at 4:30 pm.

Open Session will begin with a presentation from Orbital ATK in Arizona. Through the work of the Community Advancement Division, we have received the prestigious Nunn-Perry Award from the Missile Defense Agency Mentor-Protégé Program. Jose Anaya, Dean of Community Advancement, will be present for the Board meeting to provide background information.

Orbital ATK is our customer on this project. Mr. William Labadie, Manager, Special Projects, and Mr. Robert Rusinek, Senior Director of Supply Chain, will present the Nunn-Perry Award to the Board. This is Orbital ATK's first award and they are very grateful to El Camino College for our participation in the program. Dean Anaya will give our guests a tour of the college prior to the Board meeting, and introduce them to Dean Stephanie Rodriguez.

Dr. Keith Curry will provide a presentation on the El Camino College Compton Educational Center. His presentation will include the accomplishments of the Compton Center along with an update of future plans at the Center.

The consent agenda includes the following:

- A. **Academic Affairs** presents proposed curriculum changes effective with the 2017/18 Academic Year for new courses, CTE Two-Year review, and one new Distance Education online course. Academic Affairs also presents for approval the Center for the Arts 2016/17 Performances, the Resident Artist Engagements, and the Discovery Travel Series. A brief description of each performance is included in your agenda under each item.

Academic Affairs also presents for second reading and approval Board Policy 4228 *Independent Study*. The corresponding Administrative Procedure is presented as an informational item. In addition, the Administrative Procedure for Board Policy 4250 *Probation, Dismissal, and Readmittance* was overlooked at the May Board meeting and is included as an information item.

- B. **Student and Community Advancement** includes a request to approve international travel for Leonid Rachman as part of ELS Educational Services Inc., Fall Community College tour.

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From October 24 through November 7, Mr. Rachman will visit Viet Nam, Taiwan, China and Japan in order to recruit F-1 Visa students.

Student and Community Advancement also requests your approval of a no-cost, time only extension of the U.S. Department of Education Hispanic Serving Institution (HSI) STEM grant. The extension will allow time for the college to complete grant activities. Upon approval, the grant will be extended through June 30, 2017.

- C. **Administrative Services** agenda items include a number of contracts under \$87,800. Several relate to contract training services provided by the Community Advancement Division. In addition, there is a contract for providing ECC Career Pathways consultation with Inglewood Unified School District, paid for by the California Career Pathways Trust Grant. You will also note a contract with M.M. Rosenberg & Associates for a management training program entitled “Partnership Forward” for senior managers at El Camino College and the Compton Center. This program is designed to support the development of a more adaptive style of leadership to meet the challenges ahead.

Among the contracts over \$87,800 are three agreements for the expansion of the Engineering Technology/Advanced Manufacturing Pathways programs (Project Lead the Way) at Centinela Valley Union High School District, Compton Unified School District, Torrance Unified School District, and the Lennox Math, Science and Technology Academy. These contracts are funded through a sub-agreement from Long Beach City College for California Career Pathways Trust Grant. This grant also supports the agreement with the South Bay Workforce Investment Board for training on the implementation of work-based learning.

Routine contracts for personal services and an amendment with 42 Business Consulting are also included in the agenda. Last, we request ratification of a Memorandum of Understanding with the South Bay WIB for cooperative working relations to support workforce and economic development in the South Bay.

Routine purchase orders and blanket purchase orders are presented for your ratification.

- D. **Measure E** provides an update on 2002 Measure E and 2012 Measure E expenditures. It also includes a recommendation to award Bid No. 2015-17 – Gymnasium Project to AMG & Associates, Inc. in the amount of \$19,363,000. There is a request to approve a contract with the Vinewood Company for DSA certified inspection services for the Gymnasium Project. Approval of a small change order totaling \$14,780 for the Bomel Construction – Parking Lot C project is also requested.

Routine purchase orders and blanket purchase orders are also included for ratification.

- E. **Human Resources** section includes a recommendation to accept the resignation of Linda Beam, Vice President of Human Resources, effective December 2, 2016. Linda has served

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the district with distinction since 2012. Her future plans include travel with her husband, who recently retired.

Also included in the agenda is a request to approve the job description for the VP of HR position. We also recommend employment and personnel changes, and the approval of temporary and non-classified service employee actions.

The Human Resources Section also includes the 2016/17 Compton Stipends. Each year, the workload associated with support for the Compton Center is reviewed and confirmed by managers before the Compton Stipends are presented to the Board of Trustees.

- F. **Compton Center** report includes an update on accreditation, Compton Center enrollment, an update on the Molina Health Center partnership to provide student health care services at the Compton Center campus, and the status of a Promise Agreement between California State University Dominguez Hills, Compton Unified School District, Paramount Unified School District, and the Compton Community College District.
- G. **Superintendent/President** section of the agenda consists of an approval for anticipated travel in 2016/17 and the request to approve the absence of a member of the Board at the June 20, 2016 Board meeting.

Supplemental reading includes a letter from Ms. Ann Garten regarding Follow Up from the June Board meeting.

If you have any questions, comments or concerns about the agenda, please feel free to call me or Ms. Cindy Constantino prior to the Board meeting. I will be available in my office at 3:00 pm to meet with you prior to the Board meeting which follows at 4:00 pm on Monday, July 18, 2016.

Sincerely,



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



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M-E-M-O-R-A-N-D-U-M

Date: July 13, 2016

To: President Maloney

From: Ann M. Garten
Director, Community Relations

Re: Follow Up From June Board Meeting

This memorandum includes information in response to questions from the Board of Trustees during the June 20, 2016 meeting.

The first item, regarding the 2016-2019 Equal Employment Opportunity Plan, ethnic breakdown of ECC employees, Institutional Research data indicates: "Monitored ethnic groups (non-white employees) constituted roughly 50% of the District's employee population; 19% were Hispanic, 17% Asian, 12% African-American, less than 1% American Indian/Alaskan Native, and about 1% Unknown."

The second item, Vice President Higdon confirmed that in-classroom tutors are charged to both unrestricted and restricted funds. Some in-class tutor positions are grant-funded, therefore paid through restricted funds, and other in-class tutors are institutionalized, and paid for with unrestricted funds.

Please let me know if additional information is needed.