



EL CAMINO COMMUNITY COLLEGE DISTRICT
16007 Crenshaw Boulevard, Torrance, California 90506-0001
Telephone (310) 532-3670 or 1-866-ELCAMINO
www.elcamino.edu

November 14, 2017

Board of Trustees
El Camino College

Dear Members of the Board:

I am pleased to present to you the Monday, November 20, 2017 Board agenda. The Board meeting will begin at 4:00 pm in the Alondra Room. 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 5:00 pm.

Open Session will begin with a presentation by Dr. Dipte Patel, Dean of Counseling and Student Success, Mr. Cesar Jimenez, Associate Dean of Counseling and Student Success, and Mr. Scott Kushigemachi, English and Humanities Basic Skills Coordinator. The presentation will focus on the SSSP/SEP/BSI Integrated Plan. The integrated plan encompasses all three student success initiatives and includes five major goal areas. The plan must be submitted to the State Chancellor's Office no later than January 31, 2018.

The consent agenda includes the following:

- A. Academic Affairs** presents a number of routine items including a recommendation to approve proposed curriculum changes effective 2018-19. In addition, the consent agenda includes a request to amend an agreement with Gardena Hospital by extending the agreement for three additional years. This agreement provides clinical site experience for El Camino College nursing students. There is also a request to ratify an agreement with Del Amo Gardens Care Center as a clinical site for the El Camino College nursing program. Third, there is a request to approve an agreement with Glendale Adventist Medical Center to provide on-site experience in the Emergency Room for El Camino College's Paramedic Training Program. There is also a recommendation to accept a grant from the California Community College Chancellor's Office to support the MESA STEM program. This grant is in the amount of \$74,515. Last, there is a recommendation to ratify an agreement with the Chabot-Las Positas Community College District in support of the California Early Childhood Mentor Program. Chabot-Las Positas is the fiscal agent for this grant.
- B. Student Services** presents a number of routine items including a recommendation to approve a contract with Nellie's Wonderland Child Development Center to provide work-study opportunities for El Camino College students in the Child Development Program. The consent agenda also includes a recommendation to approve an agreement with

Network 1, Inc. to provide employment for El Camino College Cal-Works Work Study students. Network 1 is a State licensed community-based support program to provide employment opportunities, experience and job coaching supports to individuals with intellectual disabilities. Similarly, the consent agenda also includes a recommendation to approve an agreement with On My Own, Inc. to provide work opportunities to CalWORKs Work Study students as life and job coaches or interns in the fields of social work and human services. There is also a recommendation to amend the agreement with Maxient, LLC to align with the El Camino College fiscal year. Maxient is a software application that tracks student discipline issues. The consent agenda also includes an agreement with the Community College Foundation to conduct required training for prospective foster, adoptive, and relative parents. The consent agenda also includes a recommendation to revise the El Camino Community College District summer school calendar by adding a second six-week session starting July 2, 2018. This session will align with graduation dates for several district high schools, enabling high school graduates to enroll in the summer session. Last, there is a recommendation to ratify an agreement with Educational Credit Management Corporation (EMC). EMC provides assistance to cure delinquent student loan accounts. Our current default rate is 21.2%. The rate is affected by the size of repayment pool – as fewer borrowers enter repayment, the default rate increases.

- C. Administrative Services** includes a recommendation to approve Bid Award 2017-2 to Los Angeles Air Condition Company in the amount of \$79,260 for the Biology Cold Box Alarm and Exhaust Project. The consent agenda also includes a request that the Board receive two fiscal reports: The AB 2910 Quarterly Fiscal Status Report (for the quarter ending September 30, 2017) and the CCSF 311 Master Report for 2016-17. Last, the consent agenda also includes a recommendation to ratify routine Purchase Orders and Blanket Purchase Orders.
- D. Measure E** presents for ratification Purchase Orders and Blanket Purchase Orders, as well as approval of the Measure E Category Budgets and Balances reports. In addition, the consent agenda includes a recommendation to enter into a contract a contract with KPFF Consulting Engineers for services associated with the Qualified Storm Water Pollution Prevention Plan (SWPPP) for the Student Services Center Replacement Project. The contract amount is not to exceed \$21,200.
- E. Human Resources** section of the consent agenda includes a recommendation to approve new and revised job descriptions as follows:

- Pathways Program Coordinator (new)
- College Campus Police Trainee (revised)
- Cleary Act Compliance Officer (new)

The Human Resources consent agenda includes a recommendation to approve:

- Temporary Non-Classified Personnel Actions
- Classified Personnel Actions
- Academic Personnel Actions

- Administrative and Confidential Personnel Actions

Last, the Human Resources consent agenda includes a recommendation to amend the contract with Liberati & Associates, to correct the business name on the contract and to add \$12,000 in additional funds to the contract due to ongoing investigations.

- F. President/Board** section includes a recommendation to approve an agreement with Project Lead the Way in the amount of \$32,000 to support the four-week summer program, STEM Training and Robotics Technology program, held at El Camino College. It will also support the Chevron Design Challenge in our region. In addition, the consent agenda includes a recommendation to approve agreements with two companies in the amount of \$25,000 each for ETP-funded training. The companies are the Gill Corporation and PRO-TECH Design & Manufacturing. The consent agenda also includes a recommendation to ratify a contract with Chabot-Las Positas Community College District relating to the Education Futures Teacher Preparation Pipeline grant. We are one of 10 colleges in the State who will receive funding under this grant. The consent agenda also includes a recommendation to amend contracts with Sphere XV and Fifty&Five, extending the contract with each until June 30, 2018. These companies help support our advertising/marketing program through social media and other marketing channels.

The Action Agenda includes the following:

A. Academic Affairs – No Items

B. Student Services – No Items

C. Administrative Services – No Items

D. Measure E has one item recommending approval of an agreement with Climatec for the access control system project. Climatec provides building management systems for the College. This agreement is in the amount of \$160,000.

E. Human Resources has two items. The first is a recommendation that the Board of Trustees, review, approve, and ratify the Agreement between the El Camino Classified Employees, Local 6142, CFT,AFT, AFL-CIO, and the El Camino Community College District, effective January 1, 2017 through December 31, 2019. This three year collective bargaining agreement reflects changes in Article 6 – Compensation, Article 9 – Classification Review Process, and Article 11 – Extended 50% Leave. The second item is a recommendation that the Board approve the proposed salary schedule for Classified Employees. The salary schedule reflects the agreements reached through the negotiation process for increases effective January 1, 2017 with additional increases effective January 1, 2018 and January 1, 2019. In addition, there is a proposed change in the longevity schedule for Classified Employees, with a proposed increase of 1.5% after 15 years, 1.5% after 20 years, and \$1.5% increase after 25 years. This change in the longevity schedule will take effect on the

employees' anniversary date after January 1, 2018. This agenda item includes the estimated cost increases over the three year agreement.

F. Compton College includes a recommendation to approve the Quality Focused Essay Special Report to ACCJC. This report was provided for first reading at the October 16, 2017 Board meeting. It must be submitted to ACCJC by November 30, 2017.

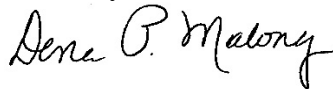
G. Superintendent/President includes one item recommending the Board ratify a partnership agreement with the California Manufacturing Technology Consulting organization. This partnership will provide \$120,000 to El Camino College to support manufacturing companies in our region.

H. Future Action Items - General Information has two items: The updated FTES Goal and Actual Report which provides trend information on the Districts FTES goals and actual FTES earned for the past five years. The second item is an informational notice that the Annual Organizational meeting will be held on December 20, 2017 in conjunction with the regular Board meeting on that date.

I. Policies and Procedures – No Items

If you have any questions, comments or concerns about the agenda, please feel free to call me prior to the Board meeting.

Sincerely,



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