



EL CAMINO COMMUNITY COLLEGE DISTRICT
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April 13, 2017

Board of Trustees
El Camino College

Dear Members of the Board:

I am pleased to present to you the Monday, April 17, 2017 Board agenda. The meeting will take place in the East Dining Room due to planned construction of the new Administration Building. Should you wish to park near the Bookstore/East Dining Room, please enter the campus from Manhattan Beach Boulevard at Lot D. This is the entrance at the west end of the Lot C construction site. There will be a cadet and/or police officer in the area to direct you to the parking area.

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 5:00 pm. Open Session will begin with a short presentation by Ms. Irene Graff, Director of Institutional Research and Planning, on the National Center for Education Statistics (NCES) IPEDS Data Feedback Report for both El Camino College and the Compton Center. Following that, Mr. Kirk Retz will provide a short presentation on the Citizens' Bond Oversight Committee Annual Report. The presentation section of the agenda will conclude with a brief presentation by Dr. Dipte Patel on the Dreamer's Task Force, an ad hoc committee focused on coordination and communication of activities to support students.

The consent agenda includes the following:

- A. **Academic Affairs** presents a number of routine items including a request to ratify travel of ten members of the Forensics Team to the Phi Rho Pi National Tournament; a recommendation to approve an agreement with CyraCom Language Solutions to provide language interpreting services at the Student Health Care Center; and approval of proposed curriculum changes effective 2017-18.
- B. **Student and Community Advancement** includes a recommendation to approve an agreement with Black Market Productions, LLP to provide curriculum, training and support for the annual Summer Kids' College Program through the Community Education Department; a request to ratify travel for ten El Camino College students and two faculty members to participate in the Historically Black Colleges and University Tour program; routine contract agreements with seven agencies for recruitment of F1-Visa students for El Camino College; several routine contracts for services relating to commencement activities; and five agreements relating to customized training services through the Community Advancement Division. SCA also includes

a recommendation to approve an agreement for training of the counseling staff in the use of a skills assessment tool and an amendment to the agreement with the University of California Regents for the Puente Program.

- C. **Administrative Services** includes the recommendation to receive the AB 2910 Financial Status Report for the quarter ending March 31, 2017; and the ratification of 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 2002 and 2012 Measure E Budget and Balances summary reports; a recommendation to ratify an amendment to the tBP Architecture contract to incorporate the addition of an emergency generator for support of IT, lighting and security functions in the event of a power outage; a recommendation to approve an agreement with Sandy Pringle Associates Inspection Consultants to provide a DSA-certified inspector for the Administration Building Demolition Project; and a recommendation to approve an agreement with Leighton Consulting for geological testing for the Administration Building Demolition Project.
- E. **Human Resources** section of the Consent Calendar includes a recommendation to approve a revised job description for the Vice President of Student and Community Advancement position; a recommendation to approve a revised job description for the Director of Human Resources position; a recommendation for services to provide a management training on communication; and four items relating to personnel actions for:
 - 1. Temporary Non-Classified Employees
 - 2. Classified Personnel
 - 3. Academic Personnel
 - 4. Administrative and Confidential Personnel Actions
- F. **President/Board** section includes a recommendation to amend the contract with Civic Couch for photography services; a recommendation to support nine nominees for the California Community College Trustee (CCCT) Board of Directors election; and a recommendation to approve a contract with Anchor Consulting for government affairs services in support of a future regional Public Safety Training Center serving the South Bay.

The Action Agenda includes the following:

- A. **Academic Affairs – No Items**
- B. **Student and Community Advancement** has two items on the Action Agenda. The first item is a recommendation to amend the agreement with San Francisco City College for the delivery of training using Employment Training Panel Funds. This Amendment amends the original Agreement from \$60,000 to \$250,000, an additional \$190,000. In addition, SCA recommends approval of an agreement with Inglewood Unified School District in the amount of \$137,025 to support the implementation of the South Bay Adult Education Regional Consortium Plan.
- C. **Administrative Services** has one item relating to the acceptance of the performance and financial audit report for the El Camino Community College District Revenue Bond Construction Fund for FY 2015-16. The audit resulted in an unmodified opinion on the annual financial statement and performance audit with zero audit findings.

D. **Measure E** action items include a recommendation to approve a change order with Bomel Construction in the amount of \$142,698 for changes either requested by the District or resulting from architectural and engineering requirements; and a request to use a Cooperative Agreement to purchase new trailers for the Construction Trailer Replacement Project.

E. **Human Resources – No Items**

F. **Compton Educational Center – No Items**

G. **Superintendent/President – No Items**

H. **Future Action Items – General** includes a draft resolution for first reading by the Board regarding reaffirmation of support of all students. The draft resolution was created and reviewed through collegial consultation.

I. **Policies and Procedures** includes first readings of the following revised or new Board policies:

Board Policy 4235 Credit by Exam (New – First Reading)

Board Policy 2610 Presentation of Initial Bargaining Proposals (New – First Reading)

Board Policy 3550 Drug Free Environment and Prevention Program (Revised – First Reading)

Board Policy 3810 Claims Against the District (Review Only – No Changes)

We also present for information only the following new Administrative Procedures:

Administrative Procedure 4235 Credit by Exam (New)

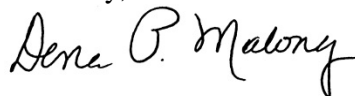
Administrative Procedure 2320 Special and Emergency Meetings (New)

Administrative Procedure 2610 Presentation of Initial Collective Bargaining Proposals (New)

Administrative Procedure 7331 Fingerprinting (New)

If you have any questions, comments or concerns about the agenda, please feel free to call me prior to the Board meeting. I will be available in my office in Library 162 at 3:00 pm to meet with you prior to the Board meeting which follows at 4:00 pm on Monday, April 17th in the East Dining Room.

Sincerely,



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