



EL CAMINO COMMUNITY COLLEGE DISTRICT
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May 13, 2019

Board of Trustees
El Camino College

Dear Members of the Board:

I am pleased to present to you the agenda for the Monday, May 20, 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.

We have several recognitions to bestow prior to our presentations at the meeting. We will recognize Marilyn Valdez for her service as the 2018-19 Student Trustee. We will also recognize Mr. Kirk Retz, who has served on the Measure E Citizen's Bond Oversight Committee from April 2009 – April 2019. CBOC members Joan Jones and Steve Scott also completed their terms of service, but are unable to join us at the meeting.

We have two presentations scheduled for the meeting. Mr. Ross Miyashiro, Vice President of Student Services, will present an update on the 2018-19 South Bay Promise Program, and the outlook for the 2019-20 program. Following that, Mr. Miyashiro and Dr. Viviana Unda, Director of Institutional Research and Planning, will provide a presentation on the Vision for Success and Local Goal Setting. Later in the agenda, there is a recommendation to approve the Vision for Success local goals at El Camino College.

The consent agenda includes the following:

- A. Academic Affairs** presents six routine items including a recommendation to approve a personal services agreement with a LinkedIn expert to teach up to 70 students in the Business Division on this important career tool. There is also a recommendation to approve an affiliation agreement with Western Governors University to allow its Masters of Nursing students preceptorship opportunities at El Camino College. There is a recommendation to approve a software license agreement with Kynectiv for simulations in the Respiratory Care Program. There is a recommendation to renew the Canvas contract agreement, the district learning management system. This is at no cost to the District as we are members of Online Education Initiative. There is a recommendation to approve a contract with Dunkel Bros. Machinery Moving, Inc. for moving equipment from the CAT building to the ITEC building. Last, there is a recommendation to approve an amendment to an agreement with Yosemite Community College District as part of the Child Development Training Consortium.
- B. Student Services** presents nine agenda items. There is a recommendation to approve a Memorandum of Understanding with the Inglewood Unified School District to support data sharing relating to student achievement and success. There are four agenda items relating to the International Student Program. These include a recommendation to approve an agreement with Joyful Education Service for an Intensive English

Language Program for students from Japan in summer 2019. There is also a recommendation to approve an agreement with Otis College of Art & Design. International students who are conditionally accepted into Otis College of Art and Design will participate in an 8-week intensive English Language Program in summer 2019 before beginning their program at Otis in fall 2019. There is also a recommendation to approve an agreement with LowerMark Agency, a provider of international student health insurance. Comparative rates are provided in the board item. There is no cost to the District as the health insurance fees are paid by the international students. There is also a recommendation to approve an overseas recruiting agency contract.

The Student Services consent agenda items also includes a recommendation to approve an agreement with CareerAmerica LLC to provide an artificial intelligence knowledge base software system for 24/7 response to common inquiries about the registration process, financial aid and other questions. This software, used at many colleges throughout our system, provides support on all devices including smart phones and tablets. There is a recommendation to approve a personal services agreement with Laura Narvaez for services relating to the EOPS/Care/CalWorks and Guardian Scholar celebration on May 17. Last, there are two recommendations to approve 2019 summer sports programs.

- C. Administrative Services** presents eight agenda items. There is a recommendation to approve an agreement with Sandy Pringle for \$7600 to provide DSA-certified inspection services for the Domestic Water Line Replacement Project. There is also a recommendation to approve a Real Property Lease Agreement with Pioneer Theatres, Inc. for weekend use of the campus parking lot. The current lease will end on May 31, 2019. The recommendation to the Board is to provide up to 12 months lease at a monthly rate of \$20,800 (4% increase) while the District evaluates the lease rates, which has not been adjusted since 2009. There is also a recommendation to approve an amendment for \$25,000 with S&K Engineers for the Central Plant DSA Decommissioning Project. There is also a recommendation to approve an amendment with Kimley Horn for \$6000 for additional work related to the Domestic Water Line Replacement project. There is also a recommendation to approve a contract with JT Thorpe for \$48,500 to repair the El Camino College Fire Academy Burn Room. There is also a recommendation to approve the purchase of materials through other public agency contracts and cooperative purchasing agreements pursuant to California Public Contract Code Section 20652, for the fiscal year ending on June 30, 2020.

There is also a recommendation to accept the AB2910 Quarterly Fiscal Status Report (the 311 Report) which reflects revenue and expenditures through March 31, 2019. Last, there is a recommendation to ratify Purchase Orders and Blanket Purchase Orders.

- D. Measure E** includes nine agenda items. There is a recommendation to approve an agreement with Leighton Consulting Inc. for the Construction Technology Shade Structure Project. The firm will provide geotechnical field exploration, soils boring, lab testing, analyses and reporting at a cost not to exceed \$13,715. There is also a recommendation to approve a contract with National Roofing Consultants to provide waterproofing and roof inspection services for the Pool and Classroom Building Project, at a cost not to exceed \$56,200. There is a recommendation to approve an amendment with Anderson Brule Architects for the Behavioral Social Science Building Project for \$9,500 for a district request to change the lighting controls in the building. Next, there is a recommendation to approve an amendment with HMC

Architects for the Pool and Classroom Building Project for \$5,770 to provide additional architectural and engineering service to extend the existing 8” reclaimed water line along the south side of the pool site. This water line extension will service future campus projects.

There are two recommendations to approve amendments with contractors due to the construction delays on the Gymnasium project. One is an amendment with KPFF Consulting for \$5,900 for Qualified Storm Water Pollution Prevention services. There is also a recommendation to approve an amendment with School Construction Compliance, LLC for \$3,300 to provide labor construction compliance services. There is also a recommendation to approve an amendment with Leighton Consulting Inc. for \$32,477 for geotechnical observation and soil testing services relating to the Administration Building project. Last, there is a recommendation to approve an amendment to the contract with Sandy Pringle Associates Inspection Consultants for \$10,000 for DSA Inspection Services on the Student Services Building project.

Last, there is a recommendation to approve the Measure E Category Budget and Balances report, and the recommendation to ratify the Measure E Purchase Orders and Blanket Purchase Orders

E. Human Resources section of the consent agenda includes six agenda items.

There is a recommendation to extend Barbara Perez's employment with the El Camino Community College District as Vice President of Compton College to assist Compton College after the partnership ends. The employment extension is effective July 1, 2019 and would end on December 31, 2019. Compton Community College District will fully reimburse El Camino for all salary and benefits paid on behalf of Ms. Perez during this term extension.

There is a recommendation to approve revised job description for the Director of Student Equity and Achievement, to reflect the reporting structure of this position in Student Services.

There is also a recommendation to approve personnel actions as follows:

- Academic Personnel Actions
- Administrator, Supervisor Personnel Actions
- Classified Personnel Actions
- Temporary Non-Classified Personnel Actions

F. Compton College – No Items.

G. Community Advancement includes eight routine agenda items. There are recommendations to approve customized training and service agreements with the Port of Los Angeles High School, the Small Manufacturers Institute, the Alfabet Soup Consulting Company, Elite Academic, Berry Global dba Setco LLC. There is also a recommendation to approve an amendment with Workforce Computer Training, LLC to provide \$15,000 additional ETP funds to expand program offerings to business. There is also a recommendation to approve an agreement with Project Lead the Way to support the SMART summer program, funded by a grant from Chevron to Project Lead the Way. It provides up to \$20,000 for the 2019

SMART summer program. Last, there is a recommendation to ratify an agreement with Powerminds, Inc. to provide \$3,500 towards a collaborative study of contract education and ETP funded training offered by community colleges in California. This report is being supported by the California Community College Contract Education Collaborative (CCCCEC) that consist of 20+ colleges statewide that focus on contract education and workforce Development.

H. President/Board: There is one recommendation regarding the President's Office to approve an agreement with Anchor Consulting LLC for government affairs services at the federal level. The agreement will not exceed \$10,800, is limited to six months, and is a month-to-month agreement.

The Action Agenda includes the following:

A. Academic Affairs- No Items

B. Student Services has one item recommending the Board certify that El Camino College District's local goals align with the State Chancellor's Office Vision for Success goals. The presentation at the beginning of the meeting provides the background and evidence of this alignment.

C. Administrative Services – No Items

D. Measure E has one item recommending approval of a change order with AMG & Associates for the Gymnasium project in the amount of \$110,065 for construction of a new fire access road/ADA enhancements on the west side of the Gymnasium project site. In addition, we have requested the addition of area drains, demolition of existing asphalt and truncated domes, construction of a curb and gutter as well as flat work required for ADA access.

E. Human Resources – No Items.

F. Compton College – No Items.

G. Community Advancement has one item recommending the Board approve an agreement with South Bay Adult School to provide \$461,000 to El Camino College for educational services for pre-apprenticeship and pathway programs in construction technology, machine tool technology, fire and emergency technology, child development and business. These contracted services include books, supplies, workshops, peer mentors, industry certifications as well as job placement assistance. This is the second year that ECC will provide these services to South Bay Adult School. Over the past two years, El Camino College has been awarded over \$1.5M in funding to support pre-apprenticeship and apprenticeship programs.

H. Superintendent-President/Board has three items. The first item is a recommendation that the Board adopt a Resolution of Recognition of Classified Employee Appreciation Week, and the important role of our classified staff in support of student achievement and success. The second item is a recommendation that the Board adopt a Resolution Congratulating the Compton Community College District on the successful completion of the El Camino College/Compton College partnership on June 7, 2019. The third is a

recommendation that the Board adopt a resolution of appreciation to the State Chancellor's Office and the Board of Governors for their support of the El Camino College/Compton College partnership. Further, we recommend that both of the Compton-related resolutions be presented at the Partnership Celebration scheduled on May 30, 2019 at the Compton College campus.

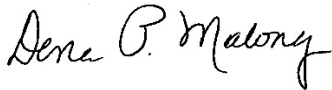
I. Future Action Items/General Information has one information item regarding the 2018-19 Board of Trustees annual Self Evaluation that will take place in July 2019. The evaluation results and 2019-20 Board of Trustees goals will be discussed at the August 19, 2019 Board of Trustees meeting.

J. Policies and Procedures has two board policies for first reading, and three administrative procedures for information only as follows:

- Board Policy 1100 The El Camino Community College District (Revision)
- Board Policy 1200 District Mission, Vision and Values (Revision)
- Administrative Procedure 5520 Student Discipline (Revision)
- Administrative Procedure 4103 Cooperative Work Experience Education (New)
- Administrative Procedure 2431 Superintendent/President Selection (New)

I am looking forward to seeing you on Monday, May 20, 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,



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