



EL CAMINO COMMUNITY COLLEGE DISTRICT
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January 11, 2021

Board of Trustees
El Camino College

Dear Members of the Board:

Happy New Year! I am pleased to present you the agenda for the Tuesday, January 19, 2021 regular meeting of the Board of Trustees. Under the revised provisions of the Brown Act and the Bagley-Keenan Act, the Board meeting will be conducted remotely. The Board President will convene the meeting at 4:00 pm in the Board Room on the first floor of the Administration Building at the El Camino College Campus. Remaining members of the Board may participate via telephone or Zoom. The public may participate in Public Comment via email. There is an email account set up for *Public Comments for Closed Session Items*, and an email account set up for *Public Comments for Open Session Items*. Full information regarding the technical aspects of the Board Meeting can be found in the BoardDocs site.

Prior to the regular meeting of the Board of Trustees, there is a Board of Trustees Workshop on the Brown Act. This **workshop will begin at 3:00 pm** and is a public meeting of the Board. District Counsel Spencer Covert will conduct the workshop. The workshop will conclude at 4:00 pm.

The **regular Board meeting will begin at 4:00 pm**. 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.

Presentations:

We have two presentations at the meeting. Dr. Russell Serr, Dean of Health Sciences and Athletics, and Mr. Colin Preston, Director of Athletics and Kinesiology, will provide an informational presentation on the El Camino College Athletic Program. Following that, Dr. Jenny Simon, Ms. Janice Pon Ishikawa, and Ms. Taryn Bailey will provide an informational presentation on the progress made in adopting the Guided Pathways framework at El Camino College.

The consent agenda includes the following:

- A. Academic Affairs** has nine items on the consent agenda. There is a recommendation to approve an agreement with Respondus, a proctoring software which will replace Proctorio. The Chancellor's Office provided access to Proctorio to districts without charge. The contract with Proctorio ended December 31, 2020. Respondus is an effective alternative to the Proctorio tool. The cost will not exceed \$4,647 in year one with future years set at \$5,345 based on FTES, subject to minimal price increases over time. There is also a recommendation to ratify an agreement with Memorial Hospital of Gardena as a clinical site for the Nursing Program. There is also a recommendation to update the agreement with Cedar Sinai Marina Del Ray Hospital as a clinical site for the El Camino College Radiologic Technology. This agreement was approved at the December Board meeting but the dates for the onsite clinical sessions have been changed. There is also a recommendation to approve an agreement with Liberty Ambulance Affiliation for clinical experience for the El Camino College Emergency Medical Technician Program. There is also a recommendation to ratify the agreement with Torrance Memorial Medical Center to support lending three ventilators needed at the hospital.

There is a recommendation to approve an agreement with noted professor and author Daniel G. Solorzano, who will be keynote speaker for the February 10, 2021 Spring Professional Development Day and its theme "Where Do We Go From Here? Addressing Racism at El Camino College". Dr. Solorzano will also provide an afternoon webinar for our classified employees and others who are unable to participate in the morning session. The agreement with Dr. Solorzano will not exceed \$3000.

The Academic Affairs consent agenda includes a recommendation for a second reading and board approval of the Guided Pathways Essential Practices: Scale of Adoption Self-Assessment. There is also a recommendation to approve Sabbatical Leaves for 2021-2022 and a recommendation to approve proposed curriculum changes effective 2021-22 Academic Year.

- B. Student Services** has two items on the consent agenda. There is a recommendation to approve a Memorandum of Understanding with the USC School of Social Work. The MOU will allow USC students pursuing a degree in social work the opportunity to have educational field experiences at El Camino College. This is a no-cost agreement. There is also a recommendation to approve an amendment to the El Camino Community College District 2020-21 and 2021-22 Academic Summer Calendars.
- C. Administrative Services** has five agenda items. There is a recommendation to ratify a contract with Curative Medical Associates to lease the Lot F Parking Lot as a vaccination site. This 30-day agreement may be extended depending on the needs of Los Angeles County for vaccination sites. Under the Civic Center Act, the cost of this rental agreement will generate \$12,200 in revenue to the District. There is also a recommendation to approve an agreement with Vectis DC for federal advocacy services in support of El Camino College's workforce training initiatives. The agreement will not exceed \$31,000 and will end June 30, 2021. There is also a recommendation to reissue one (1) stale check for \$387.47 which was issued December 10, 2015 and was never cashed. Similarly, there is a recommendation to reissue a stale warrant in the amount of \$629.43 which was issued July 31, 2015 and was never deposited. Last, there is a recommendation to ratify purchase orders and blanket purchase orders.
- D. Measure E** has two items on the consent agenda. There is a recommendation to receive the Measure E Category Budget and Balances Report, and a recommendation to ratify Measure E Purchase Order and Blanket Purchase Orders.
- E. Human Resources** has five items on the consent agenda. There is a recommendation to approve a new job description for the position of Director of Adult Education and Work-Based Learning Initiatives. This is an update of a prior job description which was written in 2011. This position is funded through grants resources and does not reflect an addition to headcount.

There are also recommendations to approve the following personnel actions:

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

- F. Community Advancement** has three items on the consent agenda. There is a recommendation to approve a no-cost time extension amendment to an agreement with the California Office of Planning

and Research. The time extension is to June 30, 2021 for work related to the CASCADE grant. There is also a recommendation to approve a contract with West Los Angeles College under the El Camino College California Apprenticeship Initiative Grant in the bioscience industry for the Biotech Apprenticeship Program. West Los Angeles will perform specific duties under the grant. The cost of the agreement will not exceed \$40,000. Last, there is a recommendation to approve an agreement with CompTIA Learning. As an authorized CompTIA Training Partner, the El Camino College Business Training Center will be able to offer CompTIA courses to employers and other organizations. The cost of the agreement will not exceed \$10,000.

G. President/Board has three items on the agenda. There is a recommendation to amend the agreement with Interact Communications to provide additional time for completion of the scope of work through June 30, 2021. This is a five month, no cost extension. The original agreement also includes an option, at the District's sole and absolute discretion, to extend the contract on a year-to-year basis not to exceed three (3) years. The no-cost extension through June 30, 2021 does not change this option. There is also a recommendation to amend the agreement with Stamats for a no-cost time extension through June 30, 2021 to complete the scope of work on the District website. All other terms and conditions remain as stated in the original agreement. Last, there is a recommendation that the Board approve the registration costs for members of the Board and the Superintendent President, who will be participating in the Effective Trustee Conference and the Legislative Conference, both of which are provided by the Community College League of California. In addition, Board members and the Superintendent/President will participate in the Association of Community College Trustees (ACCT) National Legislative Conference in February. All conferences will be held virtually.

Action Agenda:

A. Academic Affairs –No Items.

B. Student Services – No Items.

C. Administrative Services – No Items.

D. Measure E has two items on the Action Agenda. There is a recommendation to approve an amendment with LPA Architects for the New Arts Complex Project. The agreement with LPA was based on an estimated cost of construction and calls for payment of 8% of the construction costs for the project. Now that the construction contract has been awarded, we must update the LPA agreement based on the final construction costs for the New Arts Complex. This amendment is based on the actual construction cost of \$30,848,000 requiring an adjustment of \$468, 400 for LPA, reflecting 8% of construction cost.

Similarly, there is a recommendation to approve an amendment with Anderson Brule Architects for the Behavioral and Social Science Building project. The final construction bid awarded to this project was \$21,398.000. As a result, the architectural services fees need to be increased to reflect additional construction cost. Based on the adjustment of the 8% fee, the ABA contract amount increased by \$226,762.

E. Human Resources – No Items.

F. Community Advancement – No Items.

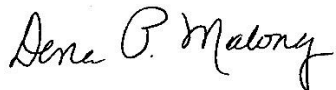
G. Superintendent-President/Board – No Items.

H. Future Action Items/General Information has two items.

- a. FTES and Enrollment Report
- b. 2021 Legislative Visits – District Priorities and Meeting Schedule

I am looking forward to our meeting on Tuesday, January 19, 2021. As a reminder, the Board will conduct a Board Workshop on the Brown Act at 3:00 pm. The Regular Meeting of the Board will begin at 4:00 pm. As always, if you have any questions regarding the agenda, please feel free to call or email me before noon prior to the Board meeting.

Sincerely,

A handwritten signature in black ink that reads "Dena P. Maloney". The signature is written in a cursive, flowing style.

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