



## EL CAMINO COMMUNITY COLLEGE DISTRICT

16007 Crenshaw Boulevard, Torrance, California 90506-0001

Telephone (310) 532-3670 or 1-866-ELCAMINO

www.elcamino.edu

November 16, 2016

Board of Trustees  
El Camino College

Dear Members of the Board:

I am pleased to present to you the Monday, November 21, 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 5:00 pm.

Open Session will begin with a short presentation on the Self-Evaluation Report for the Compton Center's application for Candidacy, and the Compton Center Comprehensive Master Plan. Following the presentation, we will have a Public Hearing on negotiations between the El Camino College Police Officers Association and the El Camino Community College District for January 1, 2017 through December 31, 2017.

*The consent agenda includes the following:*

- A. **Academic Affairs** presents a number of routine items including an agreement for a clinical site for the nursing program, approval of proposed curriculum changes effective 2017-18, and the destruction of records for the Special Resource Center.
  
- B. **Student and Community Advancement** includes an agreement with Rancho Santiago CCD as a sub-awardee for the CTE Data Unlocked grant. You will also note an agenda item regarding the California State University Cool4Ed grant for open online educational resources. This \$19,000 grant will support the development of courses using open educational resources to promote college affordability. You will also see a request to accept the Strong Workforce Program allocation of \$1,554,414 for 2016-2017. You might recall that Dr. Virginia Rapp gave a presentation on the Strong Workforce Program at the October Board meeting.

There are several items relating to the Community Advancement Division including a contract with Long Beach Community College District to provide SBDC consulting to small businesses; a contract with Aero Pacific Corporation for contract education customized training; an amendment with the Cerritos College Foundation agreement totaling \$50,000 to provide technical assistance to manufacturers in our region; acceptance of a new agreement with the State of California Employment Training Panel to provide training to local

companies; and a new agreement with the Cerritos College Foundation to provide up to \$84,000 in additional consulting and training to manufacturers in the region under the aforementioned new ETP agreement.

There is also an agreement with Educational Credit Management Corporation to provide assistance to cure delinquent student loan accounts. Although the District no longer participates in the federal student loan program, the number of borrowers entering repayment is declining. By working with the Educational Credit Management Corporation, we hope to reduce the number of students defaulting on student loans.

Also included in the Student and Community Advancement consent agenda is revised Board Policy 3900 – Speech: Time, Place and Manner. This is presented for second reading and adoption.

- C. **Administrative Services** agenda items include the 311 – 2015-2016 Master Report. As required by law, this report details the District’s financial conditions and includes the status of the District’s compliance with the 50% law (see page 4 of the report). The Administrative Services agenda items also include the 1<sup>st</sup> quarterly 311 report, as well as a request for 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 Bond Budget Summary. You will also see a contract amendment with IDS Group in the amount of \$8,692 for additional structural design engineering due to contractor deficiencies in installing a portion of the project. This cost will be covered by AMG, the contractor on this project.
- E. **Human Resources** section of the Consent Calendar includes three items relating to personnel actions for:
  - 1. Academic Personnel
  - 2. Classified Personnel
  - 3. Temporary Non-Classified Employees

You will also find a revised job description for a classified position (Programmer Analyst) and a revised Salary Schedule for Students and Temporary Non-Classified positions due to the change in the California minimum wage on January 1, 2017.

- F. **President/Board** consent items include approval of travel by the Superintendent/President for the ACCT National Legislative Summit on February 13-16, 2017 in Washington, D.C.

*The Action Agenda includes the following:*

- A. **Academic Affairs** – No Items

- B. **Student and Community Advancement** has one item requesting the District enter into a contract with the Community College Foundation in the amount of \$210,000 to support the Career Ladders Project. This is a ratification due to a delay in receiving the grant face sheet from the Community College Foundation.
- C. **Administrative Services** is recommending the Board adopt the 2016-2017 Education Protection Funding and expenditure plan which totals \$15,643,832. As required by law, the Board must designate the use of EPA funds. The funds will be used for instructional salaries.

Administrative Services also recommends the Board approve a Memorandum of Understanding with the Los Angeles County Office of Education (LACOE) regarding the development of a new Enterprise Resource Planning (ERP) system. LACOE is implementing a new system to replace its HRS and PeopleSoft system. El Camino College uses the LACOE system for human resources systems, payroll processing services and financial services. LACOE has established a cost schedule for participating districts. Over the next five years, El Camino's estimated costs for the new system will total \$739,552.

- D. **Measure E** action items include two bid awards, a notice of completion, and a change order for the Lot C project. Measure E also includes a Board resolution regarding CEQA determinations on the Student Services Center Project site specific plans. The supporting CEQA Memorandum & Checklist is included as an attachment to this agenda.

Staff recommends that the bid for the Sand Volleyball Courts Project be awarded to American Gardens, the lower of two responsive bidders. The bid amount was \$570,151. We also recommend that the Student Services Center Project be awarded to Tobo Construction, Inc., the lowest of six responsive bids. The bid amount is \$24,735,000.

Administrative Services also recommends the Board approve the Notice of Completion for the Technical Arts/Shop Demolition project. GGG Demolition is the contractor on this project.

Last, Administrative Services recommends a change order to Bomel Construction on the Lot C Parking Structure project. The change order totals \$36,586. The agenda item details the changes to be made to the project and whether the changes were initiated by the District or specified through an architect or engineering requirement.

- E. **Human Resources** – No Items

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

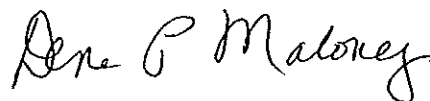
- G. **Superintendent/President** includes the report detailing the 2016 Board of Trustees Self Evaluation. The Board uses this data in establishing its goals for 2017. There is also a recommendation that the Board approve the revised Partnership Agreement between the El Camino Community College District and the Compton Community College District. The revised agreement has been reviewed by legal counsel and the Chancellor's Office. The

revised agreement reflects the expectation of a return to local authority of the Compton District Board of Trustees. It also clarifies the management structure of the Compton District and the Compton Center, the role of the state chancellor and the Special Trustee. The revised agreement maintains the framework of prior agreements and reaffirms the responsibility of El Camino College for the Center and its programs. The Partnership Agreement has been reviewed by the College Council (El Camino College) and the Consultative Council (Compton Center) before being presented to the Compton District Board of Trustees (November 15, 2016) and the El Camino College District Board of Trustees (November 21, 2016).

- H. **Future Action Items – General** includes a first reading for the AB 288 Dual Enrollment Agreement with the Centinela Valley Union High School District. This agreement will be presented for second reading and approval in December. Other information items of interest is the Naming Opportunities document from the ECC Foundation and the ECC 2016-17 Outreach Plan for high school outreach.
- I. **Policies and Procedures** includes a first reading on the revised Board Policy 4010 *Academic Calendar*. The proposed revision incorporates Board Policy 5070 *Attendance*, which is being recommended for deletion. The Policies and Procedures agenda also includes an Information Item on Administrative Procedure 5070 *Attendance Accounting*. The revision to Board Policy 4010, the deletion of Board Policy 5070, and the establishment of Administrative Procedure 5070 have been reviewed through the collegial consultation process before being placed on this agenda.

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 at 3:00 pm to meet with you prior to the Board meeting which follows at 4:00 pm on Monday, November 21, 2016.

Sincerely,



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