



EL CAMINO COMMUNITY COLLEGE DISTRICT

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January 17, 2017

Board of Trustees
El Camino College

Dear Members of the Board:

I am pleased to present to you the Monday, January 23, 2017 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 by Bill Rausch of Vavrinek, Trine, Day & Co., LLP on the El Camino Community College District Annual Financial Report for the fiscal year ending June 30, 2016. This will be followed by a short presentation on the El Camino College Warrior Athletic Program by Mr. Rory Natividad, Dean of Allied Health and Athletics, and Mr. Colin Preston, Athletic Director.

The consent agenda includes the following:

- A. **Academic Affairs** presents a number of routine items including a recommendation for approval of Sabbatical Leaves for 2017-18; approval of proposed curriculum changes effective 2017-18; approval for a professional development trainer for student equity topics; and approval of conference travel related to the journalism department.
- B. **Student and Community Advancement** includes routine contract agreements relating to the customized training services through the Community Advancement Division; an agreement with Gallup, Inc. for a strengths coaching professional development course for the ECC counseling staff; an amendment to the Puente Project Agreement with the Regents of the University of California; a recommendation to approve the Community Education Winter/Spring 2017 Schedule of Classes; a recommendation to approve the Instructional Services contract with the Institute of Reading Development to offer reading programs for children and adults through community education; and an agreement with the Small Manufacturers' Institute to provide technical assistance and consulting to small businesses in the advance manufacturing sector.
- C. **Administrative Services** includes the recommendation that the Board receive the Quarterly Financial Status Report for the quarter ending December 31, 2016; recommendation that the Board adopt the non-resident tuition fee and non-resident capital outlay fee for fiscal year 2017-18; approval of the destruction of records in accordance with applicable regulations; a recommendation to approve an agreement with ABM Industry Groups to pilot a stacked

parking plan for the first three weeks of the spring semester; and a recommendation to ratify routine Purchase Orders and Blanket Purchase Orders. The recommendation to pilot a stacked parking plan is based upon research of other colleges' approach to managing demand for parking, and was reviewed and recommended by the Parking Committee. As additional parking becomes available through the opening of Lot C and restoration of use of Lot F, we will re-evaluate the need for stacked parking in the future.

- D. **Measure E** presents for ratification of 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 DLR Group in the amount of \$17,900 for design services relating to the Student Services Building project. The Measure E section also includes a recommendation that the Board ratify an amendment in the amount of \$29,300 to the International Parking Design contract for design services relating to the installation of a louver frame system on levels 2-4 on the north side of Parking Lot C structure; a recommendation to approve a contract with School Construction Compliance, LLC to provide labor compliance services in support of the Student Services project; a recommendation to approve entering into a purchasing agreement with Cisco & Aruba for the purchase of Cisco switching equipment to support Lot C; a recommendation to ratify an agreement with Vector Resources to support cabling in the Communications Building; a recommendation to approve entering a contract with Linscott Law and Greenspan for traffic engineering design relating to the Lot F traffic signal project; and a recommendation to approve a contract with Orbach Huff Suarez & Henderson (OHSB) for legal services relating to ADA accessibility inquiries by the U.S. Department of Education, Office of Civil Rights.
- E. **Human Resources** section of the Consent Calendar includes the recommendation to approve the destruction of outdated recruitment records; an amendment to the contract with James Marteney to support additional Canvas training classes; a recommendation to approve an agreement with M.M. Rosenberg & Associates to facilitate training in the ECC PRIDE leadership development program; and four items relating to personnel actions for:
1. Academic Personnel
 2. Administrative and Supervisory Personnel
 3. Temporary Non-Classified Employees
 4. Classified Personnel
- F. **President/Board** consent items include a recommendation to approve conference related travel for Student Trustee Nicole Mardesich for the CCLC Legislative Conference on January 28-30, 2017 in Sacramento CA.

The Action Agenda includes the following:

A. Academic Affairs – No Items

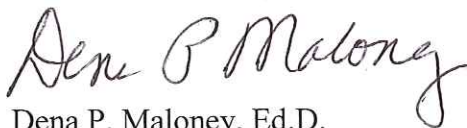
- B. **Student and Community Advancement** has one item recommending the Board ratify a subcontract with Lawrence Livermore National Lab/U.S. Department of Energy to create

curriculum and pilot programs for the clean tech entrepreneurs project. The contract amount is \$247,371.

- C. **Administrative Services** has a recommendation that the Board accept the annual financial audit report prepared by Vavrinek, Trine, Day & Co. for fiscal year 2015-16. The Board will receive a brief presentation on the audit earlier in the meeting. Administrative Services also includes a recommendation to approve contracts with Dell Marketing LP and Process Innovation Services Corp. for the campus-wide wireless network plan project. The contract is in the amount of \$1,900,000 and utilizes the California Department of General Services CMAS contract. Dell Marketing LP will provide the hardware relating to this project, and Dell Process Innovation Services Corp. will provide the design, planning, installation and implementation of the project.
- D. **Measure E** action items include a recommendation to ratify a contract with Orbach Huff Suarez & Henderson, LLP (OHS) for legal services relating to the Parking Lot C construction. OHS was retained in October 2016 to provide legal research regarding Lot C structure changes and CEQA review. Further legal research and the need for legal representation are required by contract to support this work.
- E. **Human Resources – No Items**
- F. **Compton Educational Center – No Items**
- G. **Superintendent/President – No Items**
- H. **Future Action Items – General** includes a notification of the reaffirmation of accreditation of the Radiologic Technology program by the Joint Review Committee on Education in Radiologic Technology for a period of eight years. In addition, the FTES and Enrollment Management Report is included which provides a 5-year history of FTES goals and actuals for El Camino College. The report also includes an update of activities and actions relating to the 2016-2019 Enrollment Management Plan. Progress has been made in the enrollment strategies included in the plan such as increasing online course offerings, dual enrollment, high school outreach, and process improvement to strengthen the student experience at El Camino College.

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, January 23, 2017.

Sincerely,



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