



**EL CAMINO COMMUNITY COLLEGE DISTRICT**  
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December 12, 2017

Board of Trustees  
El Camino College

Dear Members of the Board:

Happy holidays! I am pleased to present to you the Monday, December 18, 2017 Board agenda. We will start our activities on December 18 with a Meet and Greet reception with Cecilia Estolano, President of the California Community College Board of Governors. President Estolano will be visiting our campus that day. The reception is open to all faculty, staff and students, as well as members of the El Camino Community College District Board of Trustees. The reception begins at 3:35 pm in the East Dining Room.

The Board meeting will begin at 4:00 pm in the Alondra Room. 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 presentation on the Hobson's Starfish Early Alert and Degree Planning Project by Dr. Dipte Patel, Dean of Counseling and Student Success. Following that, Ms. Andrea Sala, Executive Director of the El Camino College Foundation will present the annual El Camino College Foundation report.

***The consent agenda includes the following:***

- A. **Academic Affairs** presents a number of items including approval of the Guided Pathways Self-Assessment report, which is due to the Chancellor's Office later in December. The Guided Pathways design team completed the assessment, and facilitated its review through the collegial consultation process. Other items in the Academic Affairs consent agenda include a recommendation to approve the El Camino College forensics team participation in the Mile High Invitational tournament in Salt Lake City, Utah; two Instructional Services Agreements for delivery of education programs to the Inglewood Unified School District (non-credit adult education) and New Millennium Secondary School. Both agreements will generate apportionment. The consent agenda also includes an amendment to the agreement with National University for dual enrollment for nursing students to reflect compliance with WASC accreditation standards, and an amendment to extend an existing contract with Link System International Inc. relating to the licensed use of its product, NetTutor. Last, the consent agenda includes a recommendation to approve proposed curriculum changes effective 2018-19.

**B. Student Services** presents a number of routine items including a recommendation to approve a contract with CX & B United Corporation to provide work-study opportunities for El Camino College CalWORKS students. The consent agenda also includes a recommendation to approve the 2018-19 and 2019-20 School Year Calendars. The proposed calendars have gone through the collegial consultation process. There is also a recommendation to approve two agreements with Loyola Marymount University. The *Loyola Marymount University at ECC Transfer Pathway Program* provides current applicants for freshmen year admission to LMU the opportunity to complete one year at El Camino College in order to better prepare for transfer. The Loyola Marymount University Practicum/Internship Program provides graduate level students at LMU with fieldwork experience in our Counseling Division.

The Student Services consent agenda also includes a recommendation to approve a Memorandum of Understanding with the University of California Los Angeles (UCLA) to support Pilipino and other underserved Pacific Islander student populations by providing peer advisement, tutoring, leadership development opportunities, and field trips. Last, the Student Services consent agenda includes a recommendation to amend the contract with Ferrilli, which supports the Hobson's Starfish Early Alert and Degree Planner pilot program.

**C. Administrative Services** includes a recommendation to authorize the destruction of Class 2 records. There is also a recommendation to approve a contract with KNN Public Finance, LLC for financial advisor services relating to the Measure E general obligation bond measure and capital construction program. Last, the consent agenda also includes a recommendation to ratify 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 Measure E Category Budgets and Balances reports.

**E. Human Resources** section of the consent agenda includes a recommendation to approve two revised job descriptions as follows:

- Administrative Assistant I (Confidential)
- Director of Business Services – change in title to Director of Purchasing and Risk Management, with change in duties

The Human Resources consent agenda also includes a recommendation to approve:

- Academic Personnel Actions
- Classified Personnel Actions
- Temporary Non-Classified Personnel Actions
- Administrative and Supervisor Personnel Actions

**F. President/Board** section includes a recommendation to approve routine agreements relating to activities under the Career Advancement Academy grant and the California Career Pathways Trust grant; a recommendation to approve several agreements relating to the Retail, Hospitality, Tourism grant from the Chancellor's Office; a recommendation to amend an agreement with the Santa Clarita Community College District for the Teacher Preparation

Pipeline grant; and a recommendation to ratify Year 3 of the WBHR-LSAMP Project agreement. This project is designed to increase the number of minority students completing degrees in STEM fields.

The consent agenda also includes a recommendation to approve three agreements relating to training providers for Community Education classes. These agreements provides revenue sharing with each training provider based on class registrations.

The consent agenda also includes a recommendation to approve a contract with Clarus Corporation to conduct a community and college study of El Camino College in preparation for the development of the next Strategic Plan, and the development of a new marketing plan in support of enrollment management and community engagement goals.

The consent agenda also includes a number of items relating to the order of administrative authority in the absence of the Superintendent/President, authorization of signatories on various District documents, authority to sign financial instruments such as checks and warrants, and approval of employment documents, purchase orders and other documents.

The consent agenda includes a recommendation to approve the Superintendent/President's travel to the SWACC Conference and a recommendation to approve Board members' travel to the League Conference in Sacramento.

***The Action Agenda includes the following:***

**A. Academic Affairs – No Items**

**B. Student Services – No Items**

**C. Administrative Services** has one item recommending approval to replace 88 obsolete campus cameras with Axis cameras and related equipment. This project was included in the 2017-18 College plan and is designed to improve safety on campus. The district issued a request for proposals in November and the lowest quote was from Vector USA under a CMAS cooperative agreement.

**D. Measure E – No Items**

**E. Human Resources** has three items including recommendations to approve Academic Salary Schedules for 2018, and the 2018 salary schedule for the Vice President, Administrator, Supervisor, Confidential and Special Services Professional Employees. The salary schedules reflect a 1.56% Cost of Living Adjustment and are effective January 1, 2018. The Classified salary schedules were approved at the November 20, 2017 Board meeting. The third item is the agreement between the El Camino Classified Employees, Local 6142, CFT, AFT, AFL-CIO, and the El Camino Community College District, effective January 1, 2017 through December 31, 2019. The Collective Bargaining Agreement articles were part of the April 3, 2017 Tentative Agreement (TA) ratified by the ECCE in November 2017, but was not

uploaded with the October 4, 2017 TA, which appeared on the November 20, 2017 Board agenda.

**F. Compton College – No Items**

**G. Superintendent-President** has four items relating to the organizational meeting of the Board. These items include the election of officers of the Board, which are President, Vice President, and Secretary of the Board. There is also a recommendation to appoint Dr. Dena P. Maloney as Secretary to the Board. The third item is a recommendation to approve the schedule of regular meetings for 2018. The fourth item is a recommendation to appoint members of the Board to serve on various boards and organizations in 2018, and to designate a member of the Board to review nominations and provide a recommendation to the Board for the California Community College Trustees Board. All of these organizational agenda items are for the period of December 18, 2017 through the Annual Organizational Meeting in December 2018.

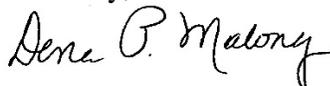
**H. Future Action Items - General Information – No Items**

**I. Policies and Procedures** includes the following:

- Board Policy 3410 – Nondiscrimination (First Reading)
- Administrative Procedure 3410 – Nondiscrimination (Information Only)
- Board Policy 3430 – Prohibition of Harassment (First Reading)
- Administrative Procedure 3430 – Prohibition of Harassment (Information Only)

I am looking forward to seeing you on December 18, 2018 at 3:35 for our reception with President Cecilia of the Board of Governors, and the Board meeting at 4:00 pm. If you have any questions, comments or concerns about the agenda, please feel free to call me prior to the Board meeting.

Sincerely,



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