



EL CAMINO COMMUNITY COLLEGE DISTRICT
16007 Crenshaw Boulevard, Torrance, California 90506-0001
Telephone (310) 532-3670 or 1-866-ELCAMINO
www.elcamino.edu

October 13, 2020

Board of Trustees
El Camino College

Dear Members of the Board:

I am pleased to present to you the agenda for the Monday, October 19, 2020 Board of Trustees meeting. 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 Board Docs site.

The 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. Viviana Unda, Director of Institutional Research and Planning, will provide a brief informational presentation on the 2020-23 Strategic Plan Implementation and Monitoring. Following that, Ms. Edith Gutierrez, Director of EOPS/CARE/CalWorks/Guardian Scholars will provide an informational presentation on the El Camino College EOPS program, which is the sixth largest EOPS program in the state of California.

The consent agenda includes the following:

- A. Academic Affairs** has five routine agenda items. There is a recommendation to approve a contract with Anatomage Inc. to purchase one Anatomage virtual dissecting table for Nursing, Rad Tech, and Respiratory Care students who are required to complete Anatomy as a prerequisite to the allied health programs. The Anatomage Table is a comprehensive 3D visualization tool with an intuitive hands-on interface, which allows for quick analysis, examination, and dynamic presentations. The cost will not exceed \$82,445 and will be paid using Strong Workforce local funds. There is a recommendation to ratify a five-year agreement with Saint John of God Retirement and Care Center to serve as a clinical site for El Camino College nursing students. There is no cost associated with this agreement. There is also a recommendation to approve an amendment to the Education Service Agreement with the University of Phoenix. The amendment clarifies language regarding benefits to El Camino College employees and El Camino College students who enroll in University of Phoenix classes under the agreement. There is also a recommendation to approve a Personal Service Agreement with Renee Marshall to provide virtual workshops to future teachers under the TEACH El Camino program. The agreement will not exceed \$3000 and will be paid through Strong Workforce TEACH funding. Last, there is a recommendation to approve proposed curriculum changes effective 2021-22 Academic Year.

- B. Student Services** has no agenda items.

- C. Administrative Services** has two agenda items. There is a recommendation to approve a contract with Alma Strategies Health and Safety Funding Proposal for the El Camino College Fire Academy. Due to the fire at the ECC Fire Academy, the building and related facilities were severely damaged. Alma Strategies will prepare a Final Project Proposal to request funding for a new Fire Academy. The cost of this agreement will not exceed \$60,000 paid by Fund 41, Capital Outlay Projects. There is also a recommendation to ratify purchase orders and blanket purchase orders.
- D. Measure E** has four items on the consent agenda. There is a recommendation to approve a Change Order for \$51,049 with ACCO Engineered System for the Central Plan Retro-Commissioning Project. The Change Order is due to unforeseen conditions. There is also a recommendation to approve a contract amendment with Leighton Consulting, Inc. for the Administration Building Replacement Project. The amendment will not exceed \$9,027 for additional geotechnical observation and soil testing relating to the new roadway for the project. There is also a recommendation to ratify Measure E purchase orders and blanket purchase orders, and a recommendation to receive the Measure E Category Budget and Balances report.
- E. Human Resources** has six items on the consent agenda. There is a recommendation to approve a three-year agreement with McLean & Company for services relating to District-wide data collection from existing New Hire Surveys, Exit Surveys, and a future Engagement Survey. The total cost over three years will not exceed \$59,229. There is also a recommendation to approve a new job description for an ADA Compliance Officer. This position will report to the Director of Purchasing and Risk Management but will serve as the District's point-person for the development and enforcement of campus-wide procedures for accommodations, investigations/complaints, and other ADA compliance-related requirements. Last, there is a recommendation 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 five routine items. There is a recommendation to amend a contract with the Foundation for Community Colleges on behalf of the Career Ladders Project (CLP). The CLP provides technical assistance to the South Bay Adult Education Consortium. The agreement will not exceed \$40,260 funded through the Adult Education Program (formerly the Adult Education Block Grant). There is also a recommendation to ratify a contract with Atollogy Inc. to develop curriculum for our apprenticeship program under the CAI New Innovative Grant Program. The CAI grant will pay for this curriculum development, and cost will not exceed \$18,500. There is also a recommendation to ratify an agreement with OneSource Distributors, Inc., which will provide training to its employees using the El Camino College Employment Training Panel funding. The cost will not exceed \$25,000 paid through ETP funds. There is also a recommendation to ratify the contract agreement with Deborah Naumoviski. The contractor will develop and hold a three-part webinar series for restaurant industry and hospitality business for the El Camino College SBDC Program. Last, there is a recommendation to ratify Agreement # CN99774.3 with Long Beach Community College District. This agreement provides resources to Long Beach City College and El Camino College (as sub recipient) for services to small businesses under the California Governor's Office Small Business Technical Assistance Expansion Program. The amendment provides an

additional \$30,000 to El Camino College for its Small Business Development Center, bringing the total funding to \$230,000.

- G. President/Board** has one item. There is a recommendation that the Board of Trustees accept updates to the El Camino College Foundation's Proposal for Naming Opportunities, to include newly completed buildings and spaces on the campus.

Action Agenda:

- A. Academic Affairs** has two items on the Action Agenda. There is a recommendation that the Board amend the Pass/No Pass Resolution 10-19-20 by suspending AP 4230, Grading and Academic Record Symbols, for the duration of the suspension of Title 5 section 55022 due to the Covid-19 emergency period in the state of California. Further, for fall 2020, the amendment extends the deadline for declaring the intention to take a course P/NP to October 2, 2020 for 16 week and 1st 8-week classes and to October 30, 2020 for 2nd 8-week classes. There is also a recommendation that the Board of Trustees ratify the funding allocation under the US Department of Education 2020 Supporting Effective Educator Development (SEED) grant. Rio Hondo College, El Camino College, and Cerritos College, along with the Center for Collaborative Education, collaborates with local school districts, California State University campuses, as well as STEM and community organizations to build and scale teacher preparation pipelines with a community development approach. The total funding for this project is \$900,000, which will be allocated out to the colleges and partners on this grant-funded project.
- B. Student Services – No Items.**
- C. Administrative Services** has one item on the Action Agenda. There is a recommendation to approve an agreement with Alma Strategies for the finalized Space Inventory and Utilization Report. Accurate space utilization is critical to planning the future space and facilities needs of the district by program. This data is also essential in requesting matching funds from the state for future capital construction projects.
- D. Measure E** has one item on the Action Agenda. There is a recommendation to amend the contract with the DLR Group for the Music Building Architectural and Related Design Professional Services because of increase in the construction cost funding. The state of California has increased the funding for this project from \$35,518,508 to \$44,836,000. As a result, the architectural and design services need to be increased for the additional construction scope. Staff requested DLR Group to amend its pricing to account for the increase. As a result, DLR Group's fee increased from \$2,771,000 to \$3,564,000. The term of the contract remains the same from August 18, 2020 to August 31, 2024 (Post Construction).
- E. Human Resources** has five action items. There is a recommendation that the Board of Trustees ratify the Tentative Agreement between the El Camino Community College District and the El Camino College Federation of Teachers, Local 13888, AFT, AFL-CIO and contract ratification effective through December 31, 2022. The individual articles relating to this recommendation are detailed in the board item.

Second, there is a recommendation that the Board approve amending Article 15, Insurance Benefits, of the Agreement between the El Camino Community College Police Officers Association and the El Camino Classified Employees, Local 6142, CFT, AFT, AFL-CIO and the El Camino Community College District. Similarly, there is a recommendation that the Board approve a change in health

insurance benefits for Superintendent/President, Administrative, Supervisor, Confidential, Special Services Profession and Vice Presidents (unrepresented employees).

There is also a recommendation that the Board of Trustees approve the Superintendent/President Search Committee representation and composition in accordance with AP 2431 Superintendent/President Selection.

Last, there is a recommendation that the Board of Trustees approve the selection of an external search firm for the Superintendent/President.

F. Community Advancement – No Items

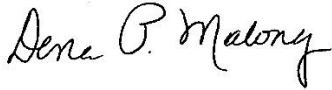
G. Superintendent-President/Board – No Items

H. Future Action Items/General Information – No Items

I. Policies and Procedures has two items. There is a recommendation that the Board of Trustees accept for first reading Board Policy 5010 Admissions and Dual Enrollment. There is a recommendation that the Board accept as an informational item Administrative Procedure 5010 Admissions.

I am looking forward to our meeting on Monday, October 19 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,



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