



EL CAMINO COMMUNITY COLLEGE DISTRICT
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November 9, 2020

Board of Trustees
El Camino College

Dear Members of the Board:

I am pleased to present to you the agenda for the Monday, November 16, 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. Dena Maloney will provide an informational update on the progress made by the President's Advisory Committee on Race and Equity, as well as other anti-racist and equity-minded developments at El Camino College. Following that, Debra Breckheimer, Dean of Humanities, and Dr. Marlow Lemons, Dean of Mathematical Sciences, will provide an informational presentation on the implementation of Assembly Bill 705.

The consent agenda includes the following:

- A. Academic Affairs** has four items on the consent agenda. There is a recommendation to approve an agreement with Mark Hullibarger for piano-tuning services for 2020-21. The agreement will not exceed \$2000. There is also a recommendation to approve contracts with five Mentor Teachers who will be paid \$250 per assigned students as part of the Child Development Practicum classes. The agreements in total will not exceed \$7,750. There is a recommendation to approve the destruction of Class 3 records held by the Student Resource Center in accordance with El Camino College's Administrative Policy 3310. Last, there is a recommendation to approve proposed curriculum changes effective for the 2021-22 Academic Year.
- B. Student Services** has six items on the consent agenda. There is a recommendation to approve the agreement with the UCLA SPACE (Samahang Pilipino Advancing Community Empowerment) program. This no-cost agreement is designed to empower Pilipino American students who are motivated to pursue higher education through special programming and leadership development. There is also a recommendation to approve an agreement with Giant Rabbit LLC for website development relating to our Historically Black Colleges and Universities (HBCU) Program. The agreement will not exceed \$30,000 funded by the HBCU grant. There is also a recommendation to approve a personal services agreement with

Brittany Morgan with Breaking Bars Community Network, for tools and strategies relating to formerly incarcerated students. The agreement will not exceed \$2000 funded by the Formerly Incarcerated grant. There is also a recommendation to approve an agreement with Anthology Inc. of New York for licensed access to its Engage software. The Engage software provides a central virtual hub that allows current and prospective students to have easier access to information needed to become engaged and involved with campus life and the need to help improve student club registration, data tracking and record keeping, event management, and communication. The license fees will not exceed \$91,033 in total for the three-year agreement. There is also a recommendation to approve contract agreements for overseas recruitment of international students. The proposed agreements stipulate that payment will be approved after recruited students complete two semesters at El Camino College. Last, there is a recommendation to conduct a second reading and adoption of Board Policy 5010 *Admissions and Dual Enrollment*.

- C. Administrative Services** has two agenda items. There is a recommendation to ratify a contract with Eide Bailly for non-auditing services to the Business Management department. Services will include required forms for federal and state financial reporting, program compliance, accounting for restricted programs, construction/fixed assets, cash flow, multi-year projections, collective bargaining negotiations, and general business staff training. The agreement will not exceed \$30,000 and will end by June 30, 2021. There is also a recommendation to ratify purchase orders and blanket purchase orders.
- D. Measure E** has thirteen items on the consent agenda, most of which focus on preparation for the start of construction of the Arts Complex and the Behavioral/Social Sciences building.

Arts Complex Project: There is a recommendation to approve a contract with Leighton Consulting, Inc. to provide geotechnical observation and testing services. The cost will not exceed \$49,950. There is a recommendation to approve a contract with Schools Construction Compliance for labor compliance services. The cost will not exceed \$37,200. There is a recommendation to approve a contract with KPFF Consulting Engineers to develop a Qualified Storm Water Pollution Prevention plan. The contract will not exceed \$29,160. There is a recommendation to approve a contract with ALTA Environmental to provide hazardous material abatement monitoring services. The contract will not exceed \$4,869.

Behavioral/Social Sciences Building Project: There is a recommendation to approve an agreement with Leighton Consulting, Inc. to provide geotechnical observation and testing services. The cost will not exceed \$49,950. There is also a recommendation to approve a contract with School Construction Compliance, LLC to perform labor compliance consulting services. The cost will not exceed \$27,600. There is a recommendation to approve an agreement with KPFF Consulting Engineers to develop a Qualified Storm Water Pollution Prevention plan. The contract will not exceed \$29,160. There is a recommendation to approve an agreement with ALTA Environmental to provide hazardous material abatement monitoring services. The cost will not exceed \$4,869.

Other Measure E Items: There is a recommendation to approve a contract with DLR Group to provide architectural services for placement of portable buildings at the Inglewood Fire Academy site. The cost will not exceed \$50,000. There is also a recommendation to approve a contract with DLR Group for architecture, structural and engineering services for two new Marquee Signs at the corner of Redondo Beach Blvd/Crenshaw and the corner of

Manhattan Beach Blvd/Crenshaw. The cost will not exceed \$64,455. There is also a recommendation to approve a contract with Psomas to provide land-surveying services for the Music Building Project. The cost will not exceed \$31,500. Last, there are recommendations to receive the Measure E Category Budget and Balances Report, and 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 revised job description for the position of Associate Dean, Mathematical Sciences. Last, there are recommendations to approve the following personnel actions:

- Academic Personnel Action Items
- Classified Personnel Action Items
- Temporary, Non-Classified Service Employees Personnel Action Items
- Special Services Professional Personnel Actions

F. Community Advancement has two items. There is a recommendation to ratify the Contract Education Training Agreement to provide Conflict Resolution training for OSI Systems. The cost is fully paid by the company and represents revenue to the College in the amount of \$5850. There is also a recommendation to ratify the agreement for the Employer Training Agreement for ETP Contracted Services for Santa Monica Seafood to receive customized training in Microsoft Office and Lean Manufacturing. The cost is covered through the College's ETP contract for \$25,000.

G. President/Board has two items. There is a recommendation that the Board of Trustees approve an amendment to the contract agreement with Anchor Consulting, LLC for government relations services on behalf of El Camino College. The six-month amendment will not exceed \$12,000. There is also a recommendation to authorize signing authority to Mr. David Mussaw, Interim Director of Accounting, through June 30, 2021. The board item details the specific accounts for which Mr. Mussaw is authorized to sign on behalf of the District.

Action Agenda:

A. Academic Affairs –No Items.

B. Student Services – No Items.

C. Administrative Services has one item on the Action Agenda. There is a recommendation to receive the 311 Master Report as required under AB 2910, Chapter 1486, Statutes of 1986, which specifies that California community college districts report annually on their financial condition. The report for fiscal year 2019-2020 is shown on the CCFS-311 - 2019-2020 Master Report for all funds.

D. Measure E has seven items on the Action Agenda. There is a recommendation to approve a contract with Sandy Pringle Associates to provide DSA inspection services for the Arts Complex Project. The cost will not exceed \$413,700. There is also a recommendation to approve an agreement with Smith Emery Laboratories for special inspection services for the Arts Complex Project for concrete/rebar/anchorage, masonry, structural steel,

roofing/waterproofing and material testing, as well as preparation of the required Final Report and Close Out documents. The cost will not exceed \$290,190. There is also a recommendation to approve a contract with Sandy Pringle Associates to provide DSA inspection services for the Behavioral/Social Science Building Complex. The cost will not exceed \$413,700. There is also a recommendation to approve an agreement with Smith Emery Laboratories for special inspection services for the Behavioral/Social Science Building Project for concrete/rebar/anchorage, masonry, structural steel, roofing/waterproofing and material testing, as well as preparation of the required Final Report and Close Out documents. The cost will not exceed \$208,768. There is also a recommendation to award the construction bid of the Arts Complex Project and the Behavioral/Social Science Building project to ACC Contractors for \$52,246,000. ACC submitted the lowest responsive and responsible bid in response to Bid #2020-11. The details of the bid process and the bids submitted to the District are shown in the agenda item.

There is also a recommendation to approve a contract with Garza Construction for the Accessibility Pathway Improvements Project – Phase 1. Garza was selected using guidelines from CUPPCA and will be responsible for providing materials and labor, to remove pathway accessibility barriers to comply with the 2010 Americans with Disabilities Act (ADA) Standards. The cost will not exceed \$196,250. There is also a recommendation to approve the construction management services Task Orders for the Music Building project awarded to Cordoba for \$330,690. The projects included under the Task Orders include the Baseball Field Improvement Project, the Bookstore Café, the Construction Technology pole building, and the Student Activities Remodel.

- E. Human Resources** has two action items. There is a recommendation that the Board of Trustees approve an increase in the wage rate for TNC and Student Workers to comply with the California Minimum Wage increase from \$13.00 per hour to \$14.00 per hour as of January 1, 2021. There is also a recommendation the Board review and approve their contributions to the Superintendent/President position announcement.
- F. Community Advancement** has one item. There is a recommendation to ratify an agreement with the San Francisco Bay Area Rapid Transit (BART) for additional funds through the Employment Training Panel (ETP) to support commercial skills training. ETP funds amounting to \$150,000 will be provided to BART for this purpose.

G. Superintendent-President/Board – No Items

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

- a. FTES & Enrollment Management Report
- b. Notification of Accreditation of the Respiratory Care Program by CoARC
- c. Summary of 2012 and 2020 General Obligation Bond and Refunding
- d. Academic Senate Resolution Mandating Anti-Racist/Equity Professional Development for all El Camino College Faculty

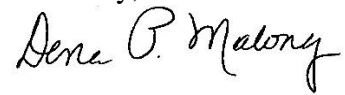
I. Policies and Procedures has four items:

- Board Policy 6399 *Student Centered Funding Formula Data Management Ownership and Responsibilities* - First Reading

- *Administrative Procedure 6399 Student Centered Funding Formula Data Management Ownership and Responsibilities- Information*
- *Board Policy 4235 Credit for Prior Learning – First Reading*
- *Administrative Procedure 4235 Credit for Prior Learning - Information*

I am looking forward to our meeting on Monday, November 16, 2020 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 style with a large, prominent "D" and "M".

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