



EL CAMINO COMMUNITY COLLEGE DISTRICT
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February 8, 2021

Board of Trustees
El Camino College

Dear Members of the Board:

I am pleased to present you the agenda for the Tuesday, February 16, 2021 regular meeting of the Board of Trustees. 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 BoardDocs site.

Prior to the regular meeting of the Board of Trustees, there is a **Board of Trustees Workshop on the Budget**. **This workshop will begin at 3:00 pm** and is a public meeting of the Board. Iris Ingram, Vice President of Administrative Services, will provide a presentation on the Governor's Budget Proposal for 2021-22, an update on the 2020-21 current year budget, and the budget development timeline at the state and local level. The workshop will conclude at 4:00 pm.

The **regular 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. Iris Ingram, Vice President of Administrative Services and Mr. Jorge Gutierrez, Executive Director of Facilities Planning Services, will provide an informational presentation on the El Camino College Capital Construction Bond projects. Following that, Mr. Loic Audusseau, Chief Technology Officer at El Camino College, will provide an informational presentation on the Colleague Enterprise Resource Planning System (ERP) and the implementation of improvement plans to maximize the use of Colleague across the campus.

The consent agenda includes the following:

- A. Academic Affairs** has eight items on the consent agenda. There is a recommendation to approve the receipt of a \$5,000 Student engagement Innovation Grant funded by the Foundation for California Community Colleges. This grant will be utilized to amplify students' voices in the design and implementation of Guided Pathways efforts at El Camino College. There is also a recommendation to approve a Personal Service Agreement with Renee Marshall, who will be providing support to the US Department of Education SEED Grant. Ms. Marshall's duties include a) project management; b) professional development; c) K-12 and university partnerships; and d) Community Partnerships for Teacher Pipelines (CPTP) events. The three-year agreement will not exceed \$30,000 per year. There is also a recommendation to approve an agreement with Providence Health System – Southern California to provide clinical sites needed for students in the El Camino College nursing, radiologic technology and respiratory care programs. There is also a recommendation to approve an agreement

with Los Angeles County Department of Public Health to provide nursing student volunteers in the vaccination distribution within Los Angeles County. There is also a recommendation to approve an amendment to the agreement with the Los Angeles County Office of Education (LACOE) to provide additional funding in support of Infant/Toddler Classes and Support Services for Head Start Teachers. The amendment adds 25 Head Start teachers to our program and increases the grant award by \$6,025.

There is also a recommendation to approve the renewal of the EMSI Career Coach agreement. EMSI Career Coach connects program information with career opportunities and assists students in their academic and career planning. The renewal agreement will not exceed \$14,000. There is also a recommendation to approve a Library Services Institution Participation Agreement (IPA), in order to ensure uninterrupted access to Alma/Primo VE, a service facilitated by the Community College League of California through an agreement with Ex Libris. The total cost of the IPA will not exceed \$40,673. Last, there is a recommendation to approve the revised sabbatical leaves for 2020-21.

B. Student Services has one item on the consent agenda. There is a recommendation to approve an agreement with Full Measure as the virtual commencement vendor for the 2021 Commencement Ceremony. The El Camino College Commencement Committee reviewed several vendors and recommended Full Measure as the vendor for 2021. Full Measure provides a safe platform to gather student slide information, includes video components, and features digital campaigns to promote the event and enhance the experience for students and their families. The cost will not exceed \$16,000.

C. Administrative Services has eight agenda items. There is a recommendation to award a contract to West Coast Cable as part of the campus networking upgrade project. This contract for \$66,724 will provide the cabling installation services for this project. There is also a recommendation to approve the purchase of 60 laptops, cases and external hard drives with Dell Computers for \$55,273. This purchase will replenish the supply of laptops for our laptop-lending program as 60 laptops were redirected and given to Guardian Scholars earlier this year. There is also a recommendation to adopt Resolution 2021-16-2A that authorizes the Superintendent/President to negotiate and resolve agreements to dissolve the Joint Powers Authority Southern California Consortium for Community College Television, and terminate the Intelcom Joint Exercise of Powers Agreement dated April 14, 2009.

There is also a recommendation to approve a proposal from Total Compensation Systems, Inc. to conduct an Actuarial Study of Retiree Health Liabilities under GASB 74/75. The cost will not exceed \$8,820. In addition, there is a recommendation to approve a contract with Alma Strategies to provide comparable fall 2019/20 Space Utilization data from colleges of similar size and enrollment as El Camino College. This is in preparation for the development of a revised Facilities Master Plan this spring. The cost will not exceed \$30,000. There is also a recommendation to ratify an amendment to the contract with Curative Medical Associates, Inc., a medical and healthcare device and services firm that has collaborated with the County of Los Angeles to distribute COVID-19 vaccines on the El Camino College Campus, Parking Lot F. The amended agreement extends the use of Lot F through February 28, 2021. There is also a recommendation to adopt the 2021-22 non-resident tuition fee and non-resident capital outlay fee. The recommended non-resident fee is \$353 per unit of course work and the non-resident capital outlay fee is \$25 per unit of course work. Last, there is a recommendation to ratify purchase orders and blanket purchase orders.

D. Measure E has two items on the consent agenda. There is a recommendation to receive the Measure E Category Budget and Balances Report, and a recommendation to ratify Measure E Purchase Order and Blanket Purchase Orders.

E. Human Resources has four items on the consent agenda. 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 seven items on the consent agenda. There is a recommendation to ratify an agreement with Johnson Controls Inc., aka RUSKIN to deliver a 28-hour online class in Blueprint Reading. ETP contract funds will cover the cost of this training. There is also a recommendation to approve an agreement with Custom Corporate Communications, LLC to provide ETP-funded training to eligible manufacturing companies under the El Camino College ETP contract with the state of California. There is also a recommendation to approve a personal services agreement with Steven Linthicum, to provide customized training to BTC clients in the area of CompTIA and cyber security. The College's ETP contract will cover the cost of this agreement. There is also a recommendation to modify an agreement with Workforce Computer Training, LLC, lowering the vendor's hourly rate from \$140 per hour to \$100 per hour. There is also a recommendation to approve an agreement with The University Corporation (California State University Northridge) to develop a Smart Manufacturing program as part of the CADANCE grant. Ninety-four thousand dollars in grant funds will be used for this work. There is also a recommendation to ratify an agreement with Vermont HIETC, Inc. dba Institute for American Apprenticeships to support El Camino College California Apprenticeship Initiative (CAI) grant work. The agreement will not exceed \$10,000 for which the Institute of American Apprenticeships will provide consultation, technical support, business outreach, and other needed expertise. Last, there is a recommendation to ratify an agreement with SRP Media Consulting to provide five workshops on Crisis Communications and Public Relations to El Camino College's Small Business Development Center clients. The contract will not exceed \$2,500.

G. President/Board has two items on the consent agenda. There is a recommendation that the Board approve a contract with Omni Update as part of the El Camino College website redesign. Omni Update will implement the new webpage design into templates to be used in our OU Campus Content Management System, along with other important tasks required for our website relaunch. The costs will not exceed \$62,500. There is also a recommendation to excuse a board member from the December 21, 2020 due to personal necessity and therefore, no loss of salary

Action Agenda:

A. Academic Affairs has one item on the action agenda. There is a recommendation to approve an amendment to the US Department of Education 2020 Supporting Effective Educator development (SEED) program grant. The grant amount has been increased by \$16,666 each year for the three-year grant term, allowing El Camino College to hire a Student Success Coach for needed student support.

B. Student Services – No Items.

C. Administrative Services has one item on the action agenda. There is a recommendation to select RT Contractor Corporation to complete the Fire Academy Modular Project at the Inglewood site. Due to the fire at the site last fall, we need to construct two portable modular buildings with utilities on the site. RT Contractor Corporation submitted the lowest bid among three responsive and responsible bidders. The cost will not exceed \$474,000 paid through Fund 41 for Capital Outlay Projects.

D. Measure E – No Items.

E. Human Resources – No Items.

F. Community Advancement has on item on the action agenda. There is a recommendation to approve a contract with the US Department of Justice Federal Bureau of Prisons to provide welding instructor services to the inmate population at the Federal Correctional Institution at Terminal Island. This is potentially a five-year contract totaling \$915,600 over five years (base year plus one-year optional renewals until 2026).

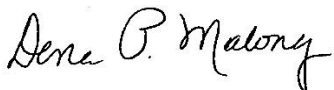
G. Superintendent-President/Board – No Items.

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

- 1) ACCJC Reaffirmation of Accreditation – El Camino College
- 2) Radiologic Technology Programmatic Accreditation – El Camino College
- 3) Apportionment Attendance Report – CCFS-320 P1
- 4) 2020-21 Board Goals and Priorities

I am looking forward to our meeting on Tuesday, February 16, 2021. As a reminder, the Board will conduct a Board Budget Workshop at 3:00 pm. The Regular Meeting of the Board will begin 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