

EL CAMINO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
MINUTES OF THE REGULAR MEETING OF
Monday, December 17, 2018

The Board of Trustees of the El Camino Community College District met at 4:00 p.m. on Monday, December 17, 2018, in the Alondra Room of the El Camino College Bookstore.

The following Trustees were present: Trustee Elect Cliff Numark, Vice President; Trustee Mary Combs, Secretary; Trustee William Beverly, Member, Trustee Kenneth Brown, Member, and Trustee Elect Nilo Michelin and Student Member, Marilyn Valdez.

Also present were: Dr. Dena P. Maloney, Superintendent/President; Mr. Brian Fahnestock, Vice President/Administrative Services; Ms. Jane Miyashiro, Vice President/Human Resources; Mr. Ross Miyashiro, Vice President/Student Services and Dr. Jean Shankweiler, Vice President/Academic Affairs. Dr. Keith Curry, President/Compton College and Ms. Barbara Perez, Vice President/Compton College arrived at 5:00pm for Open session.

1. OPENING ITEMS

- 1.1 Call Public Session to Order - **4:00pm**
- 1.2 Roll Call

2. OATH OF OFFICE FOR EL CAMINO COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEE MEMBERS

2.1 Oath of Office – Administered by Dr. Dena P. Maloney, Secretary to the Board of Trustees

- 2.11 Trustee Area 2 – Nilo Michelin
- 2.12 Trustee Area 5 - Clifford Numark

3. ANNUAL ORGANIZATIONAL MEETING - ELECTION OF BOARD OFFICERS

3.1 P/B Action Item - Annual Organizational Meeting - Election of Officers

3.11 President

It was moved by Trustee Beverly, seconded by Trustee Brown that the Board of Trustees elect Clifford Numark as President of the Board of Trustees. Student Member Valdez recorded a yes-advisory vote. Trustees Beverly, Brown, Combs, Michelin and Numark voted yes. Motion carried.

3.12 Vice President

It was moved by Trustee Brown, seconded by Trustee Michelin, that the Board of Trustees elect William Beverly as Vice President of the Board of Trustees. Student Member Valdez recorded a yes-advisory vote. Trustees Beverly, Brown, Combs, Michelin and Numark voted yes. Motion carried.

3.13 Secretary/Clerk of the Board of Trustees

It was moved by Trustee Beverly, seconded by Trustee Numark, that the Board of Trustees elect Mary Combs as Secretary/Clerk of the Board of Trustees. Student Member Valdez recorded a yes-advisory vote. Trustees Beverly, Brown, Combs, Michelin and Numark voted yes. Motion carried.

4. CLOSED SESSION

4.1 Public Comment: Requests to Address the Board of Trustees – Closed Session Agenda Matters

There were no comments

4.2 Adjourn to Closed Session - **4:17pm**

4.3 Closed Session

- A. Anticipated Litigation, Brown Act Section 54956.9 – Significant Exposure to Litigation - 4 cases
- B. Personnel Matters, Brown Act Section 54957
 - 1. Superintendent/President Goals

5. REPORT OUT FROM CLOSED SESSION/OPEN SESSION ORGANIZATIONAL ITEMS – 5:05pm

5.1 The Board of Trustees will report out from their Closed Session meeting and begin with the Open Session. **There is no actionable items to report.**

5.2 Pledge of Allegiance to the Flag – **Led by Trustee Michelin**

5.3 Board Meeting Presentations and Reports Schedule - 2018-19

5.4 Approval of Minutes

It was moved by Trustee Combs, seconded by Trustee Beverly, that the Board of Trustees approve the minutes from the November 19, 2018 Board of Trustees meeting. Student Member Valdez recorded a yes-advisory vote. Trustees Beverly, Brown, Combs, and Numark voted yes. Trustee Michelin abstained. Motion carried.

6. PRESENTATIONS

6.1 P/B - Recognition of Former Trustee John Vargas for Service to the El Camino Community College District – Dr. Dena P. Maloney and the Board of Trustees recognized Former Trustee John Vargas for his years of service to the Board of Trustees. City of Hawthorne Mayor, Alex Vargas, presented Former Trustee John Vargas with a certificate of appreciation.

6.2 P/B - El Camino College Foundation Annual Report - Ms. Andrea Sala, Executive Director of the Foundation provided an informational presentation on the activities of the Foundation including an overview of 2017-2018 and an update on 2018-2019.

7. PUBLIC HEARING - NONE

8. PUBLIC COMMENT

8.1 Public Comment: Requests to Address the Board of Trustees – Agenda and Non-Agenda Matters

Public Comment on Action item 10.1 Horticulture Program, was provided by the following individuals:

- A. Sean Min, ASO representative
- B. Hector Flores, Horticulture student and Park Services
- C. John Jones, City of Torrance Community Services Department
- D. Tracy Drake, City of Torrance
- E. Mike Garcia, former Horticulture student

9. CONSENT CALENDAR

It was moved by Trustee Brown seconded by Trustee Beverly, that the Board of Trustees accept and approve the items presented on the Consent Calendar.

- 9.1 AA - Long Beach Care Center
- 9.2 AA - Clinical Education Agreement between Citrus Valley Health Partners and El Camino College
- 9.3 AA - WISH Academy High School Instructional Services Agreement
- 9.4 AA - Instructional Service Agreement (ISA) with Inglewood Unified School District (Inglewood Community Adult School)
- 9.5 AA - Global Music Rights Contract
- 9.6 AA - Amendment - Medicat Contract
- 9.7 AA-On Course Workshop
- 9.8 AA-Reading Apprenticeship Workshop
- 9.9 AA - Proposed Curriculum Changes Effective 2019-2020
- 9.10 SS - Personal Services Agreement with Sonia Nazario
- 9.11 SS-Personal Services Agreement with Rachel Brian - Blue Seat Studios
- 9.12 AS - New Agreements with COMMLine Inc. - El Camino College Campus Radios and Campus Police Department Radios
- 9.13 AS - Amendment to Current Agreement with Commline, Inc. - Compton College Campus Police Department
- 9.14 AS - Transfer of Police Equipment to Compton Community College District
- 9.15 AS - Donation of Property
- 9.16 AS - Destruction of Records - Campus Police
- 9.17 AS - Purchase Order and Blanket Purchase Order
- 9.18 E - Change Order - AMG & Associates - Gymnasium
- 9.19 E - Measure E Category Budget and Balances
- 9.20 E - Measure E Purchase Order (PO) and Blanket Purchase Order (BPO)
- 9.21 HR - New Job Description - Assistant Director of Veteran Services
- 9.22 HR -Revised Job Description for Director of Student Equity
- 9.23 HR – Revised Job Description - Director, Public Safety Education
- 9.24 HR – Revised Job Description - Director, Contract and Community Education
- 9.25 HR - Job Description - Learning Management System Specialist
- 9.26 HR - Agreement with Liebert Cassidy Whitmore

- 9.27 HR - Academic Personnel Actions
- 9.28 HR – Administrator and Supervisor Personnel Actions
- 9.29 HR – Classified Personnel Actions
- 9.30 HR - Temporary Non-Classified (TNC) Service Employees Personnel Actions
- 9.31 CA - Creation World Safety - Contract
- 9.32 CA - Creation World Safety - Amendment
- 9.33 CA - Manex Consulting (ETP Funding)
- 9.34 CA - Riverside Community College District (ETP Funding)
- 9.35 CA- Alfabet Soup Consulting Contract
- 9.36 CA - The Community College Foundation (TCCF) - Revenue to the District
- 9.37 CA - Externship Agreement - El Segundo Medical Center
- 9.38 CA - Grant - Textbook Affordability Program (AB798) Funding Award - Revenue to the District
- 9.39 P/B - Travel - Dr. Dena P. Maloney, Superintendent/President
- 9.40 P/B - Travel - Dr. Dena P. Maloney, Trustees Kenneth Brown, Mary Combs, Nilo Michelin and Student Trustee Marilyn Valdez
- 9.41 P/B - Documents Authorized for Signature of Superintendent/President
- 9.42 P/B - Order of Administrative Authority in Absence of Superintendent/President
- 9.43 P/B - Acting Secretary to the Board of Trustees
- 9.44 P/B - Authority to Sign “A” and “B” Warrants
- 9.45 P/B - Authority to Sign Contracts
- 9.46 P/B - Authority to Sign Purchase Orders
- 9.47 P/B - Authority to Sign Purchase Orders for the Bookstore
- 9.48 P/B - Registration Fund
- 9.49 P/B - Authority to Sign Change Orders
- 9.50 P/B - Authority to Sign Notices of Employment and Orders for Salary Payments
- 9.51 P/B - Revolving Cash Fund - El Camino Community College District
- 9.52 P/B - Cash Management Fund
- 9.53 P/B - Trust Funds
- 9.54 P/B - Associated Students Bank Account
- 9.55 P/B - Bookstore Fund
- 9.56 P/B - Small Business Development Center Bank Account
- 9.57 P/B - El Camino College Business Office Account
- 9.58 P/B - Auxiliary Services Fund
- 9.59 P/B - Dental Self-Insurance Fund, Wells Fargo Bank Account
- 9.60 P/B - National Direct/Federal Perkins Student Loan/Nursing Loan Billing Service
- 9.61 P/B - Computer Loan Revolving Cash Fund – El Camino Community College District
- 9.62 P/B - Federal Student Financial Aid
- 9.63 P/B - El Camino College Self-Insurance Account for Property and Liability – Keenan and Associates
- 9.64 P/B - Absence of Board Member

Student Member Valdez recorded a yes-advisory vote. Trustees Beverly, Brown, Combs, Michelin and Numark voted yes. Motion carried.

10. ACTION ITEMS - Academic Affairs

10.1 AA - Horticulture Program

It was moved by Student Member Valdez seconded by Trustee Combs that the Board of Trustees receive for a second reading and approve the discontinuance of the Horticulture Program.

During discussion, it was moved by Trustee Beverly, seconded by Student Member Valdez that the motion be amended to the following: The Board of Trustees receive for a second reading and approve the discontinuance of the Horticulture program **and direct staff to investigate the feasibility of integrating the horticulture coursework into an existing program or the development of a new program.** Student Member Valdez recorded a yes-advisory vote. Trustees Beverly, Brown, Combs and Numark voted yes. Motion carried.

10.2 AA - CollegeNET

It was moved by Trustee Brown seconded by Trustee Michelin that the Board of Trustees approve entering into a contract with CollegeNET. Student Member Valdez recorded a yes-advisory vote. Trustees Beverly, Brown, Combs, Michelin and Numark voted yes. Motion carried.

11. ACTION ITEMS - Student Services - NONE

12. ACTION ITEMS - Administrative Services

12.1 AS - Contract - HPS Mechanical Inc. - On-Site Domestic Water Project (Bid #2018-1)

It was moved by Trustee Combs, seconded by Trustee Brown that the Board of Trustees approve entering into a contract with HPS Mechanical Inc. for the On-Site Domestic Water Project (Bid #2018-1). Student Member Valdez recorded a yes-advisory vote. Trustees Beverly, Brown, Combs, Michelin and Numark voted yes. Motion carried.

13. ACTION ITEMS - Measure E - NONE

14. ACTION ITEMS - Human Resources

14.1 HR - TNC & Student Worker Wage Rate Increase

It was moved by Trustee Brown, seconded by Trustee Michelin that the Board of Trustees approve the revised salary schedule for student workers and temporary non-classified employees, effective December 20, 2018 to comply with the State of California's adoption of a new minimum wage rate of \$12.00 per hour. Student Member Valdez recorded a yes-advisory vote. Trustees Beverly, Brown, Combs, Michelin and Numark voted yes. Motion carried.

14.2 HR - Approval by Board of Trustees: Academic Salary Schedules for 2019

It was moved by Trustee Combs, seconded by Trustee Brown that the Board of Trustees approve the 2019 salary schedules for Full-Time, Academic, Full-time Fiscal Academic, Part-time Faculty, Special

Rates of Pay and Coaching Stipend Salary Schedules. Student Member Valdez recorded a yes-advisory vote. Trustees Beverly, Brown, Combs, Michelin and Numark voted yes. Motion carried.

14.3 HR - Approval by Board of Trustees: Classified Salary Schedules for 2019

It was moved by Trustee Beverly, seconded by Trustee Brown that the Board of Trustees approve the 2019 Classified Salary Schedules. Student Member Valdez recorded a yes-advisory vote. Trustees Beverly, Brown, Combs, Michelin and Numark voted yes. Motion carried.

14.4 HR - Approval by Board of Trustees: Vice President, Administrator, Supervisor, Confidential, and Special Services Professional (Unrepresented Employees) Salary Schedules for 2019

It was moved by Trustee Brown, seconded by Trustee Combs that the Board of Trustees approve the 2019 salary schedules for the Vice President, Administrator, Supervisor, Confidential and Special Services Professional employees. Student Member Valdez recorded a yes-advisory vote. Trustees Beverly, Brown, Combs, Michelin and Numark voted yes. Motion carried.

15. ACTION ITEMS - Compton College

15.1 CC - Memorandum of Understanding (MOU) - El Camino Community College District and Compton Community College District

It was moved by Trustee Combs, seconded by Trustee Brown that the Board of Trustees approve the Memorandum of Understanding between the El Camino Community College District and the Compton Community College District for access to student data for research purposes. Student Member Valdez recorded a yes-advisory vote. Trustees Beverly, Brown, Combs, Michelin and Numark voted yes. Motion carried.

15.2 CC - Resolution to Terminate Police Services Agreement with Compton Community College District effective June 7, 2019 at 11:59 pm

It was moved by Trustee Brown, seconded by Trustee Combs that the Board of Trustees adopt Resolution 12-17-2108 Terminating the Agreement Dated April 21, 2008 Regarding Police Services between El Camino Community College District and the Compton Community College District, effective June 7, 2019 at 11:59 pm. Student Member Valdez recorded a yes-advisory vote. Trustees Beverly, Brown, Combs, Michelin and Numark voted yes. Motion carried.

16. ACTION ITEM - Community Advancement - NONE

17. ACTION ITEMS - Superintendent/President

17.1 P/B - Annual Organizational Meeting - Appointment of Secretary to the Board

It was moved by Student Member Valdez, seconded by Trustee Brown that the Board of Trustees appoint Dr. Dena P. Maloney as Secretary to the Board for the period December 17, 2018 through the Board of Trustees Agenda/Minutes – January 22, 2019

Annual Organizational Meeting in December 2019. Student Member Valdez recorded a yes-advisory vote. Trustees Beverly, Brown, Combs, Michelin and Numark voted yes. Motion carried.

17.2 P/B - Annual Organizational Meeting - Date, Time and Place of Board Meetings

It was moved by Trustee Combs, seconded by Trustee Brown that the Board of Trustees approve a schedule for regular meetings for 2019. Student Member Valdez recorded a yes-advisory vote. Trustees Beverly, Brown, Combs, Michelin and Numark voted yes. Motion carried.

17.3 P/B - Annual Organizational Meeting - Appointment of Board Members to Serve on Various Boards and Organizations

17.31 Los Angeles County Committee on School District Organization

It was moved by Trustee Brown, seconded by Trustee Combs that the Board of Trustees appoint William Beverly to represent the district on the Los Angeles County Committee on School District Organization. Student Member Valdez recorded a yes-advisory vote. Trustees Beverly, Brown, Combs, Michelin and Numark voted yes. Motion carried.

17.32 Los Angeles County School Trustees Association as prescribed in Education Code Section 72403

It was moved by Trustee Combs, seconded by Trustee Beverly that the Board of Trustees appoint Nilo Michelin to represent the district on the Los Angeles County School Trustees Association. Student Member Valdez recorded a yes-advisory vote. Trustees Beverly, Brown, Combs, Michelin and Numark voted yes. Motion carried.

17.33 El Camino Community College District Foundation Board of Directors

It was moved by Trustee Combs, seconded by Student Member Valdez that the Board of Trustees appoint Kenneth Brown to represent the district on the El Camino Community College District Foundation Board of Directors. Student Member Valdez recorded a yes-advisory vote. Trustees Beverly, Brown, Combs, Michelin and Numark voted yes. Motion carried.

17.34 California Community College Trustees Board (Review nominations)

It was moved by Trustee Brown, seconded by Trustee Michelin that the Board of Trustees appoint Mary Combs to review nominations for membership on the California Community College Trustees Board and make a recommendation to the Board of Trustees. Student Member Valdez recorded a yes-advisory vote. Trustees Beverly, Brown, Combs, Michelin and Numark voted yes. Motion carried.

18. FUTURE ACTION ITEMS / GENERAL

- 18.1 AA - INFORMATION ITEM - Respiratory Care Accreditation
- 18.2 P/B - INFORMATION ITEM - Vision for Success - Planning Process
- 18.3 AA - INFORMATION ITEM - FTES Goals and Actual Report
- 18.4 P/B - INFORMATION ITEM - 2019 Legislative Visits Talking Points

19. POLICIES AND PROCEDURES - None

20. ORAL REPORTS

- 20.1 Academic Senate Report
- 20.2 Compton College Report
- 20.3 Board of Trustees Report
- 20.4 President's Report

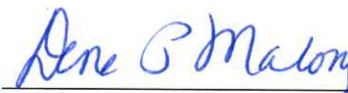
19. ADJOURNMENT

Trustee Beverly motioned to adjourn, seconded by Trustee Combs.

Meeting adjourned at 7:23pm.



Mary Combs, Secretary of the Board
January 22, 2019



Dena P. Maloney, Secretary to the Board
January 22, 2019