

EL CAMINO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
MINUTES OF THE REGULAR MEETING OF
Monday, December 16, 2019

The Board of Trustees of the El Camino Community College District met at 4:00pm, on December 16, 2019, in the Alondra Room of the El Camino College Bookstore.

The following Trustees were present: Trustee Clifford Numark, President; Trustee Bill Beverly, Vice President; Trustee Mary Combs, Secretary; Trustee Kenneth Brown, Member and Trustee Nilo Michelin, Member. Student Member, Lindsey Lee arrived at 5:00pm for Open Session.

Also present were Dr. Dena P. Maloney, Superintendent/President; Ms. Iris Ingram, 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.

1. OPENING ITEMS

1.1 Call Public Session to Order at 4:00pm

1.2 Roll Call

1.3 Public Comment: Requests to Address the Board of Trustees – Closed Session Agenda Matters.
There were no comments.

2. CLOSED SESSION

2.1 Closed Session - Regular Meeting adjourned to Closed Session at 4:01pm to discuss the District's position regarding the following matters:

A) Anticipated Litigation, Government Code Section 54956.9 (c)

Significant Exposure to Litigation – 3 cases

B) Personnel Matters, Brown Act Section 54957

Superintendent/President Goals

3. REPORT OUT FROM CLOSED SESSION/OPEN SESSION ORGANIZATIONAL ITEMS. The regular meeting reconvened to Open Session at 4:59pm

3.1 The Board of Trustees will report out from their Closed Session meeting and begin with the Open Session.

In closed session, the Board took action to approve a settlement in Perryman v. El Camino CCD et al., Case No. BC 655856, providing for a release and dismissal of plaintiff's claims against the District with prejudice in exchange for a waiver of fees and costs. The case involved an alleged trip and fall injury during church service on April 5, 2015. Given Plaintiff's failure to comply with the California Tort Claims Act requirements, Plaintiff agreed to dismiss the District with prejudice for a waiver of fees and costs. The roll call vote was as follows: Trustees Beverly, Brown, Combs, Michelin and Numark voted yes.

The Board of Trustees, in Closed Session, also took action to uphold the District's decision regarding a Step One Grievance and to direct that the parties be notified of the final decision. The roll call vote was as follows: Trustees Beverly, Brown, Combs, Michelin and Numark voted yes.

3.2 Pledge of Allegiance to the Flag led by Chief Michael Trevis

3.3 Board Meeting Presentations and Reports Schedule – 2019-20

3.4 Approval of Minutes

It was moved by Trustee Combs seconded by Trustee Michelin that the Board of Trustees approve the minutes from the November 18, 2019 Regular Board Meeting. Student Member Lee recorded a yes-advisory vote. Trustees Brown, Combs, Michelin and Numark voted yes. Trustee Beverly abstained. Motion carried.

It was moved by Trustee Beverly, seconded by Trustee Brown to pull agenda item 11.1 – Change Order 9 – Tobo Construction – Student Services Center. Student Member Lee recorded a yes-advisory vote. Trustees Beverly, Brown, Combs, Michelin and Numark voted yes. Motion carried.

It was moved by Trustee Combs, seconded by Trustee Michelin to move item 14.1- P/B Action Item - Annual Organizational Meeting - Election of Officers to the next order of business. Student Member Lee recorded a yes-advisory vote. Trustees Beverly, Brown, Combs, Michelin and Numark voted yes. Motion carried.

14. ACTION ITEM – President/Board

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

14.11 President

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

14.12 Vice President

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

14.13 Secretary/Clerk of the Board of Trustees

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

Trustee Numark departed the meeting due to illness. Trustee Beverly, newly elected President of the Board, presided over the meeting.

4. PRESENTATIONS

4.1 P/B - El Camino College Foundation Annual Report - Andrea Sala, Executive Director of the El Camino College Foundation, presented the annual report for Fiscal Year 2018-19 including highlights of contributions, donors, scholarships, community partners, fundraising and events from the current fiscal year as compared to previous years.

5. PUBLIC HEARING

6. PUBLIC COMMENT

6.1 Public Comment: Requests to Address the Board of Trustees – Agenda and Non-Agenda Matters. There was no public comment.

7. CONSENT CALENDAR

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

- 7.1 AA-Forensics Team Tournament "Great Salt Lake Invitational"
- 7.2 AA - Board Policy 4220 - Standards of Scholarship - Second Reading and Adoption
- 7.3 AA - Proposed Curriculum Changes Effective 2020-2021
- 7.4 SS - EOPS Resolution for 50th Anniversary
- 7.5 SS- Decypher the Game-Shaghavagh Shojaei
- 7.6 SS - Overseas F-1 Recruiting Agents' New Contract Agreement
- 7.7 AS - Contract - Cumulus Technology Services LLC
- 7.8 AS - Purchase Order and Blanket Purchase Order
- 7.9 AS - Quarterly 311 Report
- 7.10 AS - Board Policy 6330 - Purchasing - Second Reading and Adoption
- 7.11 AS - Board Policy 6540 - Insurance - Second Reading and Adoption
- 7.12 AS - Board Policy 7400 - District Travel - Second Reading and Adoption
- 7.13 E - Amendment - LPA Architects – New Arts Complex Project
- 7.14 E - Change Order 7 – ACC Contractors – Administration Building
- 7.15 E - Change Order 12 - AMG & Associates - Gymnasium
- 7.16 E - Change Order 13– AMG & Associates – Gymnasium Project
- 7.17 E - Measure E Category Budget and Balances
- 7.18 E - Measure E Purchase Order (PO) and Blanket Purchase Order (BPO)
- 7.19 HR – Supervisor and Special Services Professional Personnel Actions
- 7.20 HR - Academic Personnel Actions
- 7.21 HR – Classified Personnel Actions
- 7.22 HR - Temporary Non-Classified (TNC) Service Employees Personnel Actions
- 7.23 CA - Project Lead The Way (PLTW) - Revenue to the District
- 7.24 CA- Alfabet Soup Consulting Contract
- 7.25 CA- Rithya Siddhartha Tang Contract
- 7.26 CA - Purchase Order Agreement - City of Glendale
- 7.27 CA - Community Education Winter Spring 2020 Schedule of Classes
- 7.28 P/B - Fifty & Five Contract Extension
- 7.29 P/B - Strategic Planning Meeting Consultant Contract
- 7.30 P/B - Board Policy 2110 - Vacancies on the Board - Second Reading and Adoption

- 7.31 P/B - Board Policy 3440 - Service Animals - Second Reading and Adoption
- 7.32 P/B - Travel - Dr. Dena P. Maloney, Superintendent/President
- 7.33 P/B - Travel - Members of the Board of Trustees
- 7.34 P/B - Order of Administrative Authority in Absence of Superintendent/President
- 7.35 P/B - Acting Secretary to the Board of Trustees
- 7.36 P/B - Documents Authorized for Signature of Superintendent/President
- 7.37 P/B - Authority to Sign "A" and "B" Warrants
- 7.38 P/B - Authority to Sign Contracts
- 7.39 P/B - Authority to Sign Change Orders
- 7.40 P/B - Authority to Sign Purchase Orders
- 7.41 P/B - Authority to Sign Purchase Orders for the Bookstore
- 7.42 P/B - Authority to Sign Notices of Employment and Orders for Salary Payments
- 7.43 P/B - Registration Fund
- 7.44 P/B - Revolving Cash Fund - El Camino Community College District
- 7.45 P/B - Cash Management Fund
- 7.46 P/B - Small Business Development Center Bank Account
- 7.47 P/B - Associated Students Bank Account
- 7.48 P/B - Trust Funds
- 7.49 P/B - El Camino College Business Office Account
- 7.50 P/B - Bookstore Fund
- 7.51 P/B - Auxiliary Services Fund
- 7.52 P/B - National Direct/Federal Perkins Student Loan/Nursing Loan Billing Service
- 7.53 P/B - Federal Student Financial Aid
- 7.54 P/B - Dental Self-Insurance Fund, Wells Fargo Bank Account
- 7.55 P/B - Computer Loan Revolving Cash Fund – El Camino Community College District
- 7.56 P/B - El Camino College Self-Insurance Account for Property and Liability – Keenan and Associates
- 7.57 P/B - Absence of a Board Member

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

8. ACTION ITEMS – Academic Affairs

8.1 AA -Agreement with Panopto

It was moved by Trustee Brown seconded by Trustee Combs, that the Board of Trustees approve this software license and services agreement between El Camino College and Panopto, Inc. Student Member Lee recorded a yes-advisory vote. Trustees Beverly, Brown, Combs and Michelin voted yes. Motion carried.

9. ACTION ITEMS - Student Services – NONE

10. ACTION ITEMS - Administrative Services – NONE

11. ACTION ITEMS - Measure E

~~11.1 E – Change Order 9 – Toba Construction – Student Services Center~~

12. ACTION ITEMS - Human Resources

12.1 HR - TNC & Student Worker Wage Rate Increase

It was moved by Trustee Combs 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, 2019 to comply with the State of California's adoption of a new minimum wage rate of \$13.00 per hour. Student Member Lee recorded a yes-advisory vote. Trustees Beverly, Brown, Combs and Michelin voted yes. Motion carried.

13. ACTION ITEM - Community Advancement

13.1 CA - Contract / Cerritos College Foundation

It was moved by Trustee Michelin seconded by Trustee Brown that the Board of Trustees ratify/approve the Contract Services agreement between Cerritos College Foundation and El Camino Community College District. Student Member Lee recorded a yes-advisory vote. Trustees Beverly, Brown, Combs and Michelin voted yes. Motion carried

14. ACTION ITEM – President/Board

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

It was moved by Trustee Brown, seconded by Trustee Combs that the Board of Trustees appoint Dr. Dena P. Maloney as Secretary to the Board for the period December 16, 2019 through the Annual Organizational Meeting in December 2020. Student Member Lee recorded a yes-advisory vote. Trustees Beverly, Brown, Combs and Michelin voted yes. Motion carried.

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

14.31 Los Angeles County Committee on School District Organization

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

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

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

14.33 El Camino Community College District Foundation Board of Directors

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

14.34 California Community College Trustees Board (Review nominations)

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

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

It was moved by Trustee Combs, seconded by Student Member Lee that the Board of Trustees approve the schedule for regular meetings for 2020. Trustee Beverly requested the March 16, 2020 Board meeting be moved to March 23, 2020. Student Member Lee recorded a yes-advisory vote. Trustees Beverly, Brown, Combs and Michelin voted yes. Motion carried.

14.5 P/B - Nuventive Improve Updated Contract

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

15. FUTURE ACTION ITEMS / GENERAL

15.1 P/B - 2020-2023 Strategic Plan - FIRST READING

15.2 P/B - 2020 Legislative Visits - District Priorities INFORMATION

15.3 AS - Bond Project Status Report

16. POLICIES AND PROCEDURES

16.1 AA - Board Policy 4020 - Program Curriculum and Course Development - FIRST READING

16.2 AA - Administrative Procedure 4020 - Program Curriculum and Course Development - INFORMATION

16.3 AS - Board Policy 6340 - Bids and Contracts - FIRST READING

16.4 AS - Administrative Procedure 6340 - Bids and Contracts - INFORMATION

16.5 AA - Administrative Procedure 4102 - Career & Technical Education Programs - INFORMATION

16.6 AS - Administrative Procedure 6370 - Contracts - Personal Services - INFORMATION

16.7 AS - Administrative Procedure 6700 - Civic Center and Other Facilities Use – INFORMATION

17. ORAL REPORTS

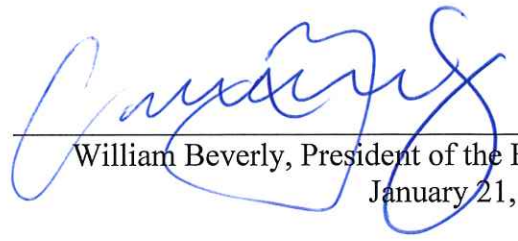
17.1 Academic Senate Report

17.3 Board of Trustees Report

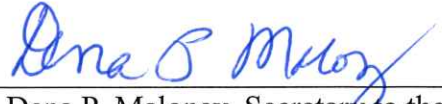
17.4 President's Report

18. ADJOURNMENT

Meeting adjourned at 6:35pm



William Beverly, President of the Board
January 21, 2020



Dena P. Maloney, Secretary to the Board
January 21, 2020

