

EL CAMINO COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING OF  
Monday August 17, 2020

The Board of Trustees of the El Camino Community College District met at 4:00 pm, on August 17, 2020 in the Board Room of the El Camino College Administrative building.

The following Trustees were present: Trustee William Beverly, President. Trustee Kenneth A. Brown, Vice President; Trustee Mary Combs, Secretary Trustee; Nilo Vega Michelin, Member and Trustee Clifford Numark, Member attended the meeting remotely. Student Member Faith Adams participated remotely at 5:00pm for Open Session.

Also present were Dr. Dena P. Maloney, Superintendent/President and 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 attended the meeting remotely.

The public was notified and provided information on how to attend the meeting remotely and how to submit public comment using a dedicated email addresses. Public comments were read aloud in the meeting.

1. OPENING ITEMS

1.1 Call Public Session to Order at 4:04pm

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 4:06pm to discuss the District's position regarding the following matters.

A) Personnel, Appointment, Employment, Dismissal, Release (Government Code section 54957)

B) Labor Relations, Brown Act Section 54957.6

District's Negotiator: Ms. Jane Miyashiro

1. Employee Organization: El Camino Federation of Teachers

3. REPORT OUT FROM CLOSED SESSION/OPEN SESSION ORGANIZATIONAL ITEMS. The regular meeting reconvened to Open Session at 5:09pm

3.1 The Board of Trustees will report out from their Closed Session meeting and begin with the Open Session. No reportable action was taken during the Closed Session.

3.2 Pledge of Allegiance to the Flag led by Nilo Michelin

3.3 Board Meeting Presentations and Reports Schedule – 2020-21

### 3.4 Approval of Minutes

It was moved by Trustee Combs seconded by Trustee Brown that the Board of Trustees approve the minutes from the July 20, 2020 Regular Board Meeting and July 24, 2020 Special Board Meeting/Board of Trustees Planning Workshop. Student Member Adams recorded a yes-advisory vote. Trustees Beverly, Brown, Combs, Michelin and Numark voted yes. Motion carried.

### 4. PRESENTATIONS

4.1 AS - State Budget Presentation - Iris Ingram, Vice President of Administrative Services presented an overview of the latest information on the Fiscal Year 2020-21 State Budget, and its impact on the El Camino Community College District.

### 5. PUBLIC HEARING - NONE

### 6. PUBLIC COMMENT

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

1. Megan Dowling, ECC Nursing Student

### 7. CONSENT CALENDAR

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

7.1 AA - Better World Books

7.2 AA - Outreach Liaison for the Retail Management Certificate Program

7.3 AA - Network Kinection

7.4 AA - Distance Education Plan - SECOND READING

7.5 AA - Board Policy 4025 - Philosophy & Criteria for Associate Degree & General Education - SECOND READING & ADOPTION

7.6 AA - Board Policy 4110 - Honorary Degrees - SECOND READING & ADOPTION

7.7 AA - Proposed Curriculum Changes Effective 2021-2022

7.8 SS - ProtoCall Services, Inc.

7.9 SS - Loyola Marymount University Internship Memorandum of Understanding

7.10 SS - Board Policy 5015 - Residence Determination - SECOND READING & ADOPTION

7.11 SS - Board Policy 5020 - Nonresident Tuition - SECOND READING & ADOPTION

7.12 SS - Board Policy 5030 - Fees - SECOND READING & ADOPTION

7.13 SS - Board Policy 5040 - Student Records, Directory Information, and Privacy - SECOND READING & ADOPTION

7.14 SS - Board Policy 5052 - Open Enrollment - SECOND READING & ADOPTION

7.15 SS - Board Policy 5055 - Enrollment Priorities - SECOND READING & ADOPTION

7.16 AS – Contract with ComputerLand of Silicon Valley for Adobe Software

7.17 AS – Turnitin Plagiarism Detection Software

7.18 AS – Formstack

7.19 AS - M.J. Johnson

7.20 AS - Purchase Order and Blanket Purchase Order

7.21 E - Change Order 1 – Resource Environmental – Demolition of Existing Student Services and Student Activities Center

7.22 E - Change Order #2 – ACCO Engineered Systems – Central Plant Retro-Commissioning

7.23 E - Change Order 5 – Tilden-Coil Constructors – Pool and Classroom Building Project

7.24 E - Measure E Purchase Order (PO) and Blanket Purchase Order (BPO)

- 7.25 E - Measure E Category Budget and Balances
- 7.26 HR – Revised Job Description, Assistive Computer Technology Specialist
- 7.27 HR - Academic Personnel Actions
- 7.28 HR – Administrator and Supervisor Personnel Actions
- 7.29 HR – Classified Personnel Actions
- 7.30 HR - Temporary Non-Classified (TNC) Service Employees Personnel Actions
- 7.31 CA-Contracts-Arrow Certification
- 7.32 CA-Contracts- Baldy's Consulting Co
- 7.33 CA-Contracts- Archetype Hospitality and Development
- 7.34 CA-Contracts- Peninsula Business Intelligence.
- 7.35 CA-Contracts- Beverly Hills Chamber of Commerce
- 7.36 CA - Contract / Headquarters, Department of the Army
- 7.37 CA - Contract / Rancho Santiago Community College District
- 7.38 P/B - Board of Trustees 2020-21 Goals and Priorities

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

## 8. ACTION ITEMS – Academic Affairs

### 8.1 AA - LACOE Contract Infant/Toddler Courses and Student Support Head Start and Early Learning Division

It was moved by Trustee Brown seconded by Trustee Combs that the Board of Trustees approve the contract between the Los Angeles County Office of Education (LACOE) and the El Camino College District. Student Member Adams recorded a yes-advisory vote. Trustees Beverly, Brown, Combs, Michelin and Numark voted yes. Motion carried.

### 8.2 AA - Note Taking Express, Inc.

It was moved by Student Member Adams seconded by Trustee Browns that the Board of Trustees approve the contract with Note Taking Express, Inc. for their services in providing note taking for students with disabilities as needed. Student Member Adams recorded a yes-advisory vote. Trustees Beverly, Brown, Combs, Michelin and Numark voted yes. Motion carried.

### 8.3 AA - South Bay Workforce Investment Board (SBWIB)

It was moved by Trustee Brown seconded by Trustee Combs that the Board of Trustees approve entering into a contract with the South Bay workforce Investment Board (SBWIB). Student Member Adams recorded a yes-advisory vote. Trustees Beverly, Brown, Combs, Michelin and Numark voted yes. Motion carried.

## 9. ACTION ITEMS - Student Services - NONE

## 10. ACTION ITEMS - Administrative Services

### 10.1 AS – Agreement with ComputerLand Silicon Valley for Microsoft Software and Services

It was moved by Trustee Combs seconded by Student Member Adams that the Board of Trustees approve a four-year contract between El Camino College and ComputerLand of Silicon Valley for Microsoft software and services. Student Member Adams recorded a yes-advisory vote. Trustees Beverly, Brown, Combs, Michelin and Numark voted yes. Motion carried.

#### 10.2 AS - COVID-19 Response Block Grant

It was moved by Student Member Adams seconded by Trustee Combs that the Board of Trustees approve/ratify the funding allocation under the COVID-19 Response Block Grant from the US Department of Treasury and one-time Proposition 98 funds (State). Student Member Adams recorded a yes-advisory vote. Trustees Beverly, Brown, Combs, Michelin and Numark voted yes. Motion carried.

#### 10.3 AS - Wolfram Mathematica Agreement

It was moved by Trustee Combs seconded by Student Member Adams that the Board of Trustees approve a three-year contract between El Camino College and Wolfram Mathematica to support mathematic instruction at El Camino College. Student Member Adams recorded a yes-advisory vote. Trustees Beverly, Brown, Combs, Michelin and Numark voted yes. Motion carried.

#### 10.4 AS –Agreement for Contractor Services – GonLED, a California Corporation

It was moved by Trustee Michelin seconded by Trustee Brown that the Board of Trustees approve entering into an agreement with GonLED for LED Site Campus Lighting Project. Student Member Adams recorded a yes-advisory vote. Trustees Beverly, Brown, Combs, Michelin and Numark voted yes. Motion carried.

#### 10.5 AS - Resolution No. 08-17-2020A - Findings Re: California Environmental Quality Act, Categorical Exemptions for Baseball Field Improvements Project

It was moved by Trustee Combs seconded by Student Member Adams that the Board of Trustees adopt Resolution No 08-17-2020A "California Environmental Quality Act, Categorical Exemptions for Baseball Field Improvements Project". Student Member Adams recorded a yes-advisory vote. Trustees Beverly, Brown, Combs, Michelin and Numark voted yes. Motion carried.

### 11. ACTION ITEMS - Measure E

#### 11.1 E - Construction Management Services Task Orders for Behavioral Science and Arts Complex Project

It was moved by Trustee Brown seconded by Student Member Adams that the Board of Trustees approve the recommendation to award the Construction Management Services Task Orders for the Behavioral Science and the Arts Complex projects to Lundgren Management Corporation. Student Member Adams recorded a yes-advisory vote. Trustees Beverly, Brown, Combs, Michelin and Numark voted yes. Motion carried.

#### 11.2 E - Change Order 15 – ACC Contractors – Administration Building

It was moved by Trustee Brown seconded by Trustee Combs that the Board of Trustees approve Change Order 15 for ACC Contractors for the Administration Building Project. Student Member Adams recorded a yes-advisory vote. Trustees Beverly, Brown, Combs, Michelin and Numark voted yes. Motion carried.

#### 11.3 E - Notice of Completion - ACC Contractors, Inc. - Administration Building Project

It was moved by Trustee Combs seconded by Trustee Brown that the Board of Trustees accept as complete the following project and authorize final payment of the work. Student Member Adams recorded a yes-advisory vote. Trustees Beverly, Brown, Combs, Michelin and Numark voted yes. Motion carried.

#### 11.4 E - Music Building Architectural and Related Design Professional Services

It was moved by Trustee Brown seconded by Student Member Adams that the Board of Trustees approve the recommendation to award a contract to the DLR Group for the Music Building Architectural and Related Design Professional Services. Student Member Adams recorded a yes-advisory vote. Trustees Beverly, Brown, Combs, Michelin and Numark voted yes. Motion carried.

## 12. ACTION ITEMS - Human Resources - NONE

## 13. ACTION ITEM - Community Advancement

### 13.1 CA - Learning Resources Network Inc. (LERN)---UGotClass

It was moved by Trustee Brown seconded by Trustee Combs that the Board of Trustees approve the agreement with Learning Resources Network Inc. (LERN) for Community Education to offer UGotClass not-for-credit personal interest and/or professional development online instructional classes. Student Member Adams recorded a yes-advisory vote. Trustees Beverly, Brown, Combs, Michelin and Numark voted yes. Motion carried.

### 13.2 CA-Grants-Long Beach Community College (CARES ACT GRANT)

It was moved by Trustee Combs seconded by Trustee Brown that the Board of Trustees ratify/approve the contract between El Camino College and Long Beach Community College. Student Member Adams recorded a yes-advisory vote. Trustees Beverly, Brown, Combs, Michelin and Numark voted yes. Motion carried.

### 13.3 CA - Community Education Fall 2020 Schedule of Classes

It was moved by Student Member Adams seconded by Trustee Combs that the Board of Trustees approve the Community Education fall 2020 schedule of classes, with all classes/events/career training programs being offered through asynchronous, synchronous or hybrid remote online formats. Student Member Adams recorded a yes-advisory vote. Trustees Beverly, Brown, Combs, Michelin and Numark voted yes. Motion carried.

## 14. ACTION ITEM – President/Board - NONE

## 15. FUTURE ACTION ITEMS / GENERAL

15.1 AS - Notice of Public Hearing 2020-2021 Budget

15.2 HR - Unit Name Changes

15.3 HR - Division Name Change

15.4 HR - Changes in Reporting Area

15.5 P/B - 2019-20 Board of Trustees Self-Evaluation Results

## 16. POLICIES AND PROCEDURES

## 17. ORAL REPORTS

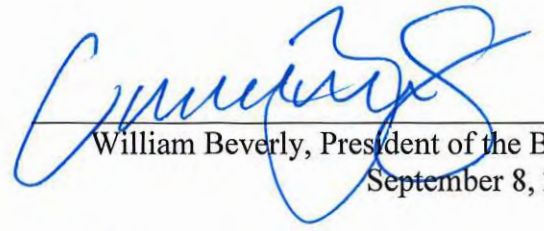
17.1 Academic Senate Report

17.2 Board of Trustees Report

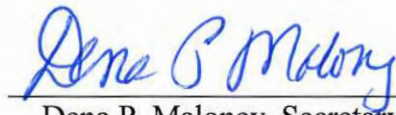
17.3 President's Report

## 18. ADJOURNMENT

Meeting adjourned at 7:19pm



William Beverly, President of the Board  
September 8, 2020



Dena P. Maloney, Secretary to the Board  
September 8, 2020