



# **Board Agenda**

**Compton Community College District**  
**1111 E. Artesia Blvd., Compton, CA 90221**

Closed Session to Commence at 4:00 P.M.

Open Session to Commence at 6:00 P.M.

**Tuesday, January 27, 2009**

**District Board Room**

**1111 E. Artesia Boulevard**

**Compton, California 90221**

- I. Call to Order at 4:00 p.m.**
- II. Roll Call**
- III. Requests to Address the Board of Trustees – Closed Session Agenda Matters**
- IV. Recess to Closed Session for Discussion and/or Action on the following items in accordance with the Brown Act, Government Code Section 54950 et seq., and the Education Code and pursuant to Government Code Section 54954.5**
  - A. CONFERENCE WITH LEGAL COUNSEL - PENDING LITIGATION:**
    1. Conference with legal counsel--existing litigation (Subdivision (a) of Section 54956.9)
      - a. Minutemen vs. Compton CCD
      - b. Compton CCD v. U.S. Department of Education – Docket No. 05-78-SP
  - B. CONFERENCE WITH LEGAL COUNSEL–ANTICIPATED LITIGATION:**
    1. Significant exposure to litigation pursuant to Government Code Section 54956.9(b)(1) and (3)(A): three cases.

2. Significant exposure to litigation pursuant to Government Code Section 54956.9(b)(1) and (3)(C) the following claims or complaints:
  - a. EEOC Charge of John Rabun
  - b. EEOC Charge of Eugene Benson
  - c. EEOC Charge of Fred Lamm

**C. INITIATION OF LITIGATION PURSUANT TO GOVERNMENT CODE SECTION 54956.9(C):**

(Three cases)

**D. CONFERENCE WITH LABOR NEGOTIATORS PURSUANT TO GOVERNMENT CODE SECTION 54957.6:**

1. Agency designated representative: Dr. Lawrence Cox, CEO/Provost  
Employee organizations: Compton Community College  
Federation of Employees, Classified Employees  
Federation of Employees, Certificated Employees

**E. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE, PURSUANT TO GOVERNMENT CODE SECTION 54957(B):**

(Three Matters)

**V. Reconvene to Open Session at 6:00 p.m.**

**VI. Roll Call**

**VII. A Reflective Moment**

**VIII. The Pledge of Allegiance**

**IX. Report of Actions Taken in Closed Session Pursuant to Government Code Section 54957.1**

**X. Reports from Representatives and Employee Organizations**

- A. Student Trustee Report – Tanya Breshers
- B. Faculty Representative Report – Jerome Evans
- C. Classified Representative Report – David Simmons
- D. Academic Senate President Report – Saul Panski
- E. CCCDFE Certificated Employees Report – Toni Wasserberger
- F. CCCDFE Classified Employees Report – Joseph Lewis
- G. Confidential/Supervisory Representative Report – Roy Patterson
- H. Associated Student Body Report – Rob Pitts, ASB President

**XI. Requests to Address the Board of Trustees – Agenda/Non-Agenda Matters (including Closed Session Items)**

**XII. Information/Presentation – Chief Executive Officer**

A. Dr. Lawrence Cox – Center and District Update

**XIII. Approval of Minutes of December 16, 2008**

**XIV. Discussion/Action Agenda**

A. Business Services

Consent Calendar

BSD 1 Purchase Orders

BSD 2 Agreements/Contracts

Action Calendar

BSD 3 Budget Transfer

BSD 4 Authorization of a Professional Services Agreement with HMC Architects for LRC interior

D. Human Resources Consent Calendar

HRD 1 Management Team Personnel Action

HRD 2 Academic Employment and Personnel Changes

HRD 3 Classified Personnel

HRD 4 Temporary Non-Classified Service Employees

**XVI. Next meeting date: February 17, 2009**

Closed session begins at 4:00 p.m.

Open session begins at 6:00 p.m.

**XV. Adjournment**

*Please note: If you would like a copy of any of the support documents/attachments, please contact Paula VanBrown at (310) 900-1600, Ext. 2274.  
Thank you!*

# COMPTON COMMUNITY COLLEGE DISTRICT

## BOARD OF TRUSTEES REGULAR MEETING

**Tuesday, December 16, 2008  
MINUTES**

- I. The Board of Trustees Meeting was called to order at 4:00 p.m.
- II. Roll Call  
Members Present:  
    Dr. Peter Landsberger, Special Trustee
- III. Requests to address the Board of Trustees – Closed Session Agenda Matters – None
- IV. Recess to Closed Session at 4:02 p.m. for Discussion and/or Action in accordance with the Brown Act, Government Code Section 54950 et.esq. and the Education Code and pursuant to Government Code Section 54954.5.
- V. Reconvene to Open Session of the Board of Trustees at 6:10 p.m. in the Board Room
- VI. Roll Call  
Members Present:  
    Dr. Peter Landsberger  
    Dr. Lawrence Cox  
    Dr. Willie O. Jones, Elected Trustee  
    Lorraine Cervantes, Elected Trustee  
    Andres Ramos, Elected Trustee
- VII. A Reflective Moment – Dr. Cox
- VIII. Pledge of Allegiance – Led by Dr. Jones
- IX. Report of Actions Taken in Closed Session (Subdivision (a), Section 54956.9)  
Approval of settlement of claims for:
  1. Mohammad Boroudjerdi – \$12,512.59
  2. Mohammad Ghafelebashi – \$21,565.37
  3. Jose Villalobos - \$12,972.36
  4. Hilda Hathman - \$12,026.15
  5. Mandla Uch – \$6,437.23
  6. Priscilla Radcliffe – \$28,822.57
  7. Nadine Ketchum – \$212.00
- X. Reports from Representatives and Employee Organizations
  - 1) Student Trustee Report – New Student Trustee, Tanya Breshers
  - 2) Faculty Representative Report – Jerome Evans
  - 3) Classified Representative Report – David Simmons
  - 4) Academic Senate President Report – Saul Panski - absent
  - 5) CCCDFE Certificated Employees Report – Toni Wasserberger

- 6) CCCDFE Classified Employees Report – Joseph Lewis
- 7) Confidential/Supervisory Representative Report – no report
- 8) Associated Student Body Report – Rob Pitts, ASB President – introduced new ASB officers

**XI. Requests to address the Board of Trustees – Agenda/Non-Agenda Matters**

Those who spoke are listed below:

- 1) Mary Edwards, community member
- 2) Nehasi Lee, student
- 3) Saul Figueroa, community member

**XII. Information/Presentation – Dr. Lawrence Cox, Provost /CEO**

- A. Irene Graff, ECC – CCSSE Report (report distributed to audience)
- B. Dr. Lawrence Cox – Center and District Update
  - 1. Winter enrollment is up by 31% and spring enrollment is up 32%
  - 2. Gerald Sequeira is the new Director of Admissions and Records
  - 3. Compton Center will be launching an OMW2Compton – “On My Way to Compton” This slogan is for the spring Metro campaign February 14-June 12, 2009. Students enrolled in at least 6 units may purchase a bus pass for \$15.00 for the entire spring semester.
  - 4. There have been 14 luncheons at the surrounding high schools with counselors and administrators; 29 college fairs at community events, churches, and high schools in the last three months; over 12,000 Compton Center information packets and letters have been mailed out to the students; over 4,000 information packets have been distributed to churches, community organizations, non-profit centers, and government agencies.
  - 5. We hosted a Guardian Scholars luncheon for individuals in the community who interact with foster youth; over 100 people attended.
  - 6. We hosted a luncheon for local high school ESL coordinators and provided information on the Compton Center ESL programs.
  - 7. We will be offering supplemental instruction in 10 math classes during the spring.
  - 8. We will be providing \$42,000 in scholarships from the Compton Center
  - 9. An Annual Awards Tea will be held on May 17, 2009
  - 10. We are recovering with the help of El Camino and a host of other concerned people
  - 11. A fashion show was held in the Student Lounge and it was a packed and successful event.
  - 12. We hosted a meeting/dinner of the Concerned Citizens and over 100 people attended
  - 13. We welcome James Grivich as the Interim CBO in the Business Office.
  - 14. We are in the process of reviving the Compton District Foundation.
  - 15. We are in the process of developing a budget plan for next year.
  - 16. We are working diligently with consultants in resolving FCMAT issues.

**XIII. Approval of Minutes of November 18, 2008 – Approved**

Action	Jones	Cervantes	Ramos	Dr. Landsberger
<b>Minutes APPROVED</b>	Yes	Yes	Yes	Yes

**XIV. Discussion/Action Agenda**

- A. BT 1 Resolution #08/09-121608 – Classified Layoff Resolution – **Approved**
- B. ISD 1 Approval of Revised 2008-2009 Academic Calendar – **Approved**
  
- C. Business Services Business Services Actions/Consent Calendar – **Approved**
  - BSD 1 Purchase Orders
  - BSD 2 Agreements/Contracts
    1. Ratification of Agreement with El Camino Community College District, Contractor to Provide Coordination of Interpreting and Real-Time Captioning Services
    2. Amendment to Agreement with Dr. Harold (Hal) Bateman, Approved June 17, 2008, to Increase the Total Amount of the Contract from \$15,000 To \$25,000
    3. Ratification of Agreement with Reginald D. McCoy, Contractor to Provide a Series of Parenting Classes for Foster & Kinship Caregivers on an as needed basis
    4. Agreement with Nichols Consulting, Contractor to Provide Services for Mandated Cost Claims
    5. Agreement with Sam’s Auto Repair. The Contractor will Provide Part-Time Work for CalWorks Students
    6. Ratification of Agreement with Dow Lohnes PLLC, Contractor to Assist in the Preparation and Presentation of the Response to the U.S. Department of Education, Federal Student Aid Appeal
  - BSD 3 Authorize Signature Resolution (LACOE) - Revised
  - BSD 4 Annual Financial Status Report – Form CCFS – 311Q
  - BSD 5 Local Agreement for Child Development Services (REVENUE) – CIMS-8202
  - BSD 6 Signature Resolution for California Department of Education/Child Care Services – CIMS-8202

Action	Jones	Cervantes	Ramos	Dr. Landsberger
<b>BSD 1-6 APPROVED</b>	Yes	Yes	Yes	Yes

- D. Human Resources Consent Calendar– **Approved**
  - HRD 1 Management Team Personnel Action
  - HRD 2 Academic Employment and Personnel Changes
  - HRD 3 Eligibility List
  - HRD 4 Classified Personnel
  - HRD 5 Temporary Non-Classified Service Employees
  - HRD 6 New Classification for Classified Exempt Position

Action	Jones	Cervantes	Ramos	Dr. Landsberger
<b>HRD 1-6 APPROVED</b>	Yes	Yes	Yes	Yes

**XV. Comments from board members**

Dr. Willie O. Jones: Attended the CCLC Conference and participated in many excellent workshops. Especially pleased with the workshop on foster care and enjoyed a lecture by a gentleman from Disneyland who presented information on college students working there. Received helpful information from Chaffey College

on working with prisoners; he is interested in having a similar program here working with juvenile detainees. Victor Valley College has a K-16 Bridge, where every student in the 12<sup>th</sup> grade is given information on college. He attended a workshop on emergency preparedness training and received certification. Dr. Jones wished everyone a wonderful holiday season.

Lorraine Cervantes: Expressed her pleasure in attending the CCLC Conference. Received valuable information of foster care resources, and enjoyed networking with other district's trustees. Ms. Cervantes commented on the success of the Compton Christmas parade.

Andres Ramos: Pleased about attending the CCLC Conference and enjoyed several informative workshops. He wished everyone a happy holiday season.

Dr. Landsberger: Have a happy holiday season - Merry Christmas, Happy Hanukkah, Happy Kwanzaa, and have a prosperous New Year.

*Next Scheduled Regular Meeting: January 27, 2009*

*Closed Session: 4:00 p.m.*

*Open Session: 6:00 p.m.*

XVI. Adjourned at 8:10 p.m.

\*\*\*\*\*

**Compton Community College District  
1111 East Artesia Boulevard - Compton, California 90220**

---

**Agenda for the Compton Community College District Board of Trustees**  
**from**  
**Administrative Services**  
**Jim Grivich, Interim CBO**

---

Consent Calendar

- BSD 1 Purchase Orders
- BSD 2 Agreements/Contracts

Action Calendar

- BSD 3 Budget Transfer
- BSD 4 Authorization of a Professional Services Agreement with HMC Architects for LRC Interiors



---

**Agenda for the Compton Community College District Board of Trustees**  
**from**  
**Administrative Services**  
**Jim Grivich, Interim CBO**

---

**BSD 1 PURCHASE ORDERS AND BLANKET PURCHASE ORDERS  
FOR DECEMBER 2008**

Run Date  
1/7/2009

**Compton Community College District**  
**BOARD OF TRUSTEES PURCHASE ORDER LISTING**

**Meeting Date: 01/27/2009**

The following purchase orders have been issued in accordance with the District's purchasing policy and authorization of the Board of Trustees. It is recommended that the following purchase orders be approved and that payment be authorized

<b>P.O. Number</b>	<b>Vendor Name</b>	<b>Site Name</b>	<b>Description</b>	<b>P.O. Cost</b>
<b>Fund 01 Unrestricted-Compton Ed Center</b>				
P0201993	Asap Sign Company	Academic Programs	Other Services and Expenses	\$1,596.69
P0202028	Statewide Public Safety	Operations	Contract Services	\$17,600.00
P0202055	Maverick Label.Com	Office of the CEO	Parking Permits	\$1,663.51
P0202072	Higher Ed Jobs.Com	Human Resources	Publications/ Periodicals and	\$210.00
P0202073	Association of	Human Resources	Publications/ Periodicals and	\$110.00
P0202074	Five Oaks Tree Service	Operations	Other Services and Expenses	\$400.00
P0202075	Five Oaks Tree Service	Operations	Other Services and Expenses	\$2,900.00
P0202076	Digital Mountain	Human Resources	Other Services and Expenses	\$6,717.60
P0202079	Atlas Sales & Rentals	Operations	Rents/ Leases and Repairs	\$1,883.55
P0202080	Compliance Poster	Human Resources	Publications/ Periodicals and	\$337.00
P0202088	National Business	Fiscal Services	General Office Supplies	\$398.37
P0202094	Compton Community	Office of the CEO	Non-Instruct Supplies	\$1,000.00
P0202099	Dowlohnes Attorneys At	Board of Trustees	Legal	\$10,000.00
P0202100	Riverside Community	Athletics	Travel and Conference	\$495.00
P0202102	Vicenti, Lloyd, Stutzman	Board of Trustees	Contract Services	\$79,835.73
P0202103	Vavrinek, Trine, Day &	Board of Trustees	Contract Services	\$12,825.50
P0202104	Xpress Rent a Car	Athletics	Transportation/ Mileage and	\$128.50
P0202105	Jesus Gutierrez	Athletics	Transportation/ Mileage and	\$147.43
P0202106	Eps Express Printing	Student Recruitment	Printing	\$216.50
P0202107	Expressions to Wear	Student Recruitment	Printing	\$646.79
P0202112	Bev's Balloons,	Student Recruitment	Non-Instruct Supplies	\$433.00
P0202113	S & B Foods	Student Recruitment	Non-Instruct Supplies	\$1,710.00
P0202114	Plimus Inc.	Information Technology	Equipment	\$154.39
P0202115	Compton Community	Div Office-Student	Transportation/ Mileage and	\$250.00
P0202116	Isd Facility Operations	Div Office-Student	Non-Instruct Supplies	\$873.00
P0202127	Office Xpress	Financial Aid	General Office Supplies	\$71.43
P0202166	Banner Brothers Co.	Div Office-Student	Non-Instruct Supplies	\$281.45
P0202219	International Academy	Academic Affairs	Rents/ Leases and Repairs	\$37,539.18
P0202239	Holiday Inn Express	Athletics	Travel and Conference	\$1,743.36
P0202241	Cel Education &	Div Office-Student	Non-Instruct Supplies	\$261.91
P0202242	Bev's Balloons,	Div Office-Student	Non-Instruct Supplies	\$280.16

Board Meeting: January 27, 2009

P0202258	IC Computer Inc.	Fiscal Services	General Office Supplies	\$101.19
P0202260	Ricky L. Shabazz	Student Recruitment	Non-Instruct Supplies	\$86.09

**Fund 01 Total: 33** **\$182,897.33**

**Fund 10 Restricted-Compton Ed Center**

P0201543	Apple Higher Education	VATEA Medial / TV	New Equipment - Instructional	\$7,531.11
P0202052	Andrea Major	MAPP	PSA Contract Services	\$1,950.00
P0202059	Global Office	EOPS CARE	New Equipment -	\$3,650.03
P0202060	El Camino Compton	EOPS	Student Stipends	\$268,149.41
P0202061	El Camino Compton	EOPS CARE	Student Stipends	\$10,861.91
P0202128	Complete Welding	VATEA I&T	New Equipment - Instructional	\$73.81
P0202222	Lorena J. Patton	TRIO - Upward Bound	Non-Instruct Supplies	\$168.74
P0202290	Studiocode Business	Nursing	New Equipment - Instructional	\$5,995.00

**Fund 10 Total: 8** **\$298,380.01**

**Fund 13 Compton Line of Credit**

P0202014	Airgas West	Welding	Instructional Supplies/Lottery	\$11,478.66
P0202045	Airgas West	Welding	Instructional Supplies/Lottery	\$1,090.00
P0202167	Dept of Industrial	Operations	Repairs Non-instructional	\$420.00
P0202262	EB5C, LLC	Fiscal Services	Contract Services	\$37,934.08

**Fund 13 Total: 4** **\$50,922.74**

**Fund 45 Revenue Construct Bond - Compton**

P0202077	Douglas E. Barnhart	Program Support	Project Mgt-Bond Project	\$14,664.82
P0202078	Douglas E. Barnhart	Program Support	Project Mgt-Bond Project	\$11,865.00
P0202081	tBP Architecture, Inc	Facilities Master Plan -	Architecture & Engineering	\$7,812.50
P0202082	tBP Architecture, Inc	Facilities Master Plan -	Architecture & Engineering	\$4,987.50
P0202083	tBP Architecture, Inc	Facilities Master Plan -	Architecture & Engineering	\$3,141.40
P0202084	tBP Architecture, Inc	Facilities Master Plan -	Architecture & Engineering	\$720.00
P0202085	tBP Architecture, Inc	Facilities Master Plan -	Architecture & Engineering	\$2,460.00
P0202086	tBP Architecture, Inc	Facilities Master Plan -	Architecture & Engineering	\$29,976.17
P0202168	Moss Adams	Program Support	Contract Services	\$8,545.00

**Fund 45 Total: 9** **\$84,172.39**

**Fund 60 Workers' Comp - Compton Ed Ctr**

P0202125	Dept of Industrial	Fiscal Services	Insurance	\$5,104.30
P0202126	Sea Coast Design	Fiscal Services	New Equipment -	\$2,689.85

**Fund 60 Total: 2** **\$7,794.15**

**PO Funds Total: 56** **\$624,166.62**

**Fund 01 Unrestricted-Compton Ed Center**

B0210960	Tigerdirect.Com	Information Technology	Repairs Non-instructional	\$3,000.00
B0210980	Tyco Fire & Security	Operations	Rents/ Leases And Repairs	\$2,500.00
B0210981	Compton Municipal	Operations	Water	\$29,000.00
B0210982	AT&T/MCI	Operations	Telephone	\$70,000.00
B0210983	Positive Promotions	Human Resources	General Office Supplies	\$1,600.00
B0210988	EBSCO	Library	Publications/ Periodicals and	\$9,000.00
B0210992	Kens Sporting Goods	Athletics	Non-Instruct Supplies	\$2,333.80
B0211000	UPW Waste &	Operations	Waste Disposal	\$25,000.00
B0211003	Expressions to Wear	Human Resources	Other Services And Expenses	\$500.00

B0211012	Tartars Menwomen	Athletics	Travel and Conference	\$2,300.00
B0211015	SAMUEL FRENCH INC	Theatre/Dance	Licensing Fees	\$800.00
B0211016	African General Store	Theatre/Dance	Instructional Supplies/Lottery	\$1,750.00
<b>Fund 01 Total: 12</b>				<b>\$147,783.80</b>

**Fund 10 Restricted-Compton Ed Center**

B0210961	Office Xpress	TANF	Non-Instruct Supplies	\$3,000.00
B0210986	Susan Johnston	Basic Skills --Compton	PSA Contract Services	\$3,000.00
B0210989	Pamela Edwards	Foster Care Ed	PSA Contract Services	\$1,000.00
B0210990	Juanita L. Cruz	Foster Care Ed	PSA Contract Services	\$2,000.00
B0210995	April McLaughlin	MAPP	PSA Contract Services	\$2,000.00
B0210996	Pamela Edwards	Foster Care Ed	PSA Contract Services	\$1,000.00
B0210997	Bobbie C. Lanham	Foster Care Ed	PSA Contract Services	\$1,000.00
B0210998	Donna M. Jones	Foster Care Ed	PSA Contract Services	\$3,000.00
B0211010	Dione Washington	Foster Care Ed	PSA Contract Services	\$3,000.00
B0211011	Lee a. Gilbert	Foster Care Ed	PSA Contract Services	\$1,000.00
<b>Fund 10 Total: 10</b>				<b>\$20,000.00</b>

**Fund 13 Compton Line of Credit**

B0210993	Robert L. Reeves	Operations	Repairs Non-instructional	\$8,840.00
B0210994	Florence Filter Co.	Operations	Repairs Non-instructional	\$8,000.00
B0210999	Carl Fair Overhead	Operations	Repairs Non-instructional	\$3,200.00
<b>Fund 13 Total: 3</b>				<b>\$20,040.00</b>

**BPO Funds Total: 25** **\$187,823.80**

**Grand Total POs and BPOs: 81** **\$811,990.42**

---

**Agenda for the Compton Community College District Board of Trustees**  
**from**  
**Administrative Services**  
**Jim Grivich, Interim CBO**

---

**BSD 2    AGREEMENTS/CONTRACTS**

- 1.    AMENDMENT TO AGREEMENT WITH DR. HAROLD (HAL) BATEMAN, APPROVED JUNE 17, 2008, TO INCREASE THE TOTAL AMOUNT OF THE CONTRACT FROM \$25,000 TO \$40,000**

**CONSULTANT:**            HAROLD (HAL) BATEMAN  
**SERVICES:**            To provide services in the area of Admissions and Records  
**REQUESTING DEPT:**    ADMISSIONS & RECORDS  
**DATES:**                07/01/08 – 06/30/09  
**NTE:**                    \$40,000.00/\$500.00 per day for 8 hours per day

- 2.    RATIFICATION OF AGREEMENT WITH LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION AUTHORITY, CONTRACTOR TO PROVIDE 2,079 “I-PASS” STAMPS FOR SPRING 2009 AND 2,930 “I-PASS” STAMPS FOR FALL 2009 SCHOOL TERM TO COMMUNITY COLLEGE DISTRICT**

**CONTRACTOR:**            LOS ANGELES COUNTY METROPOLITAN  
TRANSPORTATION AUTHORITY  
**SERVICES:**            Los Angeles County Metropolitan Transportation Authority  
transportation services (including, without limitation, Metro Bus,  
Metro Rapid, Metro Liner and Metro Rail) will be available to all  
students of the El Camino Compton Center enrolled in six or more  
units each semester. The El Camino Compton Center students can  
purchase the “I-Pass” for \$15 per semester. The Los Angeles  
County Metropolitan Transportation Authority to provide 2,079 “I-  
Pass” stamps for Spring 2009 and 2,930 “I-Pass” stamps for Fall  
2009 school term to El Camino Compton Center  
**REQUESTING DEPT:**    STUDENT AFFAIRS  
**DATES:**                12/5/08 – 01/01/10  
**NTE:**                    \$117,445.00

- 3.    RATIFICATION OF AGREEMENT WITH MARTIN LUDLOW, CONTRACTOR TO PROVIDE OVERALL DIRECTION AND PROJECT MANAGEMENT FOR THE DEVELOPMENT OF STRATEGIC PLAN FOR COMMUNITY OUTREACH AND PUBLIC RELATIONS FOR THE DISTRICT**

**CONSULTANT:**            MARTIN LUDLOW

**SERVICES:** To provide overall direction and project management for the development of strategic plan for community outreach and public relations for the District

**REQUESTING DEPT:** OFFICE OF THE CEO

**DATES:** 01/01/09 – 06/30/00

**NTE:** \$15,000.00/\$200.00 per hour

---

**Agenda for the Compton Community College District Board of Trustees  
from  
Administrative Services  
Jim Grivich, Interim CBO**

---

**BSD 3 BUDGET TRANSFERS**

- I. It is requested that the Special Trustee approve a Budget Transfer from the Line of Credit Fund 13 in the amount of \$475,003 to Unrestricted General Fund 01 in the amount of \$475,003 as listed.**
- II. It is requested that the Special Trustee approve a Budget Transfer required by administration to effect changes to the program budgets. The adjustments do not adversely affect the total District budget. It is also requested that the administrator so designated be authorized to complete the transfer document(s).**

- I.**
- (a) Budget Transfer to Unrestricted General Fund 01 for Marketing and Instructional Services in the amount of \$290,000 as listed:

From: Line of Credit Fund 13 \$ 290,000

To: Unrestricted General Fund 01

<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
2000	Classified and Other Nonacademic Salaries	\$ 75,200
3000	Employee Benefits	4,800
4000	Supplies and Materials	120,000
5000	Other Operating Expenses and Services	<u>90,000</u>
		\$ 290,000

- (b) Budget Transfer to Unrestricted General Fund 01 for the EOP&S District Match in the amount of \$185,003 as listed:

From: Line of Credit Fund 13 \$ 185,003

To: Unrestricted General Fund 01

<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
1000	Academic Salaries	\$ 120,711
2000	Classified and Other Nonacademic Salaries	14,828
3000	Employee Benefits	39,808

4000	Supplies and Materials	2,779
5000	Other Operating Expenses and Services	<u>6,877</u>
		\$ 185,003

**II.**

- (a) Budget Transfer in the Unrestricted General Fund 01 for the MIS Department in the amount of \$2,600 as listed:

From: Supplies and Materials

<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
4000	Supplies and Materials	\$ 2,600

To: Other Operating Expenses and Services

<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
5000	Other Operating Expenses and Services	\$ 2,600

- (b) Budget Transfer in the Unrestricted General Fund 01 for the Office of the CEO/Provost in the amount of \$7,200 as listed:

From: Supplies and Materials, Capital Outlay

<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
4000	Supplies and Materials	\$ 200
6000	Capital Outlay	<u>7,000</u>
		\$ 7,200

To: Other Operating Expenses and Services

<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
5000	Other Operating Expenses and Services	\$ 7,200

- (c) Budget Transfer in the Unrestricted General Fund 01 for the Office of Student Services in the amount of \$35,000 as listed:

From: Academic Salaries, Supplies and Materials

<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
1000	Academic Salaries	\$ 35,000

To: Classified and Other Nonacademic Salaries, Supplies and Materials, Other Operating Expenses and Services

<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
2000	Classified and Other Nonacademic Salaries	\$ 4,000
4000	Supplies and Materials	6,000
5000	Other Operating Expenses and Services	<u>25,000</u>
		\$ 35,000



---

**Agenda for the Compton Community College District Board of Trustees**  
**from**  
**Administrative Services**  
**Jim Grivich, Interim CBO**

---

**BSD 4 AUTHORIZATION OF A PROFESSIONAL SERVICES AGREEMENT  
WITH HMC ARCHITECTS FOR LRC INTERIORS**

**BACKGROUND**

Structural modifications are underway to make the new Compton Community College District Learning Resource Center safe and weather-tight. It is anticipated that the new Learning Resource Center will be open and available for the fall semester of 2009.

In addition to the structural modifications, specific planning and architectural services relating to the interior spaces are also required to provide for the orderly relocation of existing learning labs and the library facilities in to the new Learning Resource Center and to ensure that the Learning Resource Center functions effectively and meets the needs and expectations of the Compton Community College District students and faculty.

Professional services related to the interior improvements include architectural, space planning, acoustical, lighting, and technology services. HMC Architects is qualified to provide these required services and possesses special knowledge, capabilities and experience applicable to the scope of the services required. The District has reviewed the fee proposed by HMC Architects for the scope of the services required and found it to be reasonable and consistent with similar firms providing similar services in this area.

HMC Architects will provide these services for a fee not to exceed \$95,000. The services are included on the revised Measure CC Project List approved at the regular Board of Trustees meeting of September 16, 2008 (BSD-7). Funding for this contract will be provided from Measure CC Bond Funds.

**RECOMMENDATION**

It is recommended that the Special Trustee authorize the execution on behalf of the District of a professional services agreement between the Compton Community College District and HMC Architecture to provide these professional services.

**RESOURCE PERSON**

Mr. Frederick J. Sturner

---

**Agenda for the Compton Community College District Board of Trustees  
from  
Human Resources Division  
Rachelle Sasser, Dean, Human Resources**

---

**Consent Calendar**

- HRD1. Management Team Personnel Action**
- HRD2. Academic Job Description**
- HRD3. Academic Employment and Personnel Changes**
- HRD4. Classified Personnel**
- HRD5. Temporary Non-Classified Service Employees**

**Formatted: Font: 12 pt, Bold**

**Formatted: Indent: Left: 36 pt**

## **HRD 1 – MANAGEMENT TEAM PERSONNEL ACTION**

None

## **HRD 2 – ACADEMIC JOB DESCRIPTION**

It is recommended that the Special Trustee approve the job description for Student Learning Outcomes Coordinator.

- a) *COMPTON COMMUNITY COLLEGE DISTRICT*
- b) *EL CAMINO COLLEGE COMPTON CENTER*

### **Job Description Student Learning Outcomes (SLO) Coordinator**

#### Description

Under the supervision of the appropriate Dean, the Student Learning Outcomes (SLO) Coordinator provides center-wide leadership in the implementation of student learning outcome assessment.

#### Examples of Duties

1. Obtain training from regional and statewide SLO workshops.
2. Work with ECC SLO Coordinators in implementing outcomes and ongoing assessment loops at CEC.
3. Mentor and train the CEC faculty in the design of outcomes and assessment and the implementation of assessment studies.
4. Document progress that is being made at the Center in each phase of the assessment process.
5. Report progress to constituents, including the ECC community and CEC community.
- 6.

#### Necessary Qualifications

The SLO Coordinator should have a strong understanding of curriculum, program review, and accreditation standards and be a member of the ECC Assessment of Learning (ALO) Committee and the CEC Curriculum Council. The following is a list of other skills identified as necessary for the SLO Coordinator, based on input from coordinators, curriculum chairs, and administrators throughout California.

- Classroom teaching experience
- Faculty leadership
- Strong interpersonal and motivational skills
- Organizational skills and ability to keep current records
- Knowledge of institutional processes
- An understanding of student learning outcomes and assessment

Desirable Qualifications

- Educational research experience

Compensation

Twenty percent (20%) load for a full-time or part-time faculty member.

**HRD 3 – ACADEMIC EMPLOYMENT AND PERSONNEL CHANGES**

1. Return from Leave of Absence – Mr. Ivan Crosbie, English/Journalism instructor, Class IV, Step 22, effective February 14, 2009.
2. Ratification (employment) – Dr. Anthony Lee, part time history instructor, Class VI, Step 1, for the 2009 winter session.
3. Ratification (employment) – Mr. Norman Looney, part time art instructor, Class II, Step 1 for the 2009 winter session.
4. Ratification (special assignment) - Approval of assignment for Mr. David Maruyama to perform additional duties as the Student Learning Outcomes (SLO) Coordinator; Class V, Step 3; not to exceed 3 hours per week; September 1, 2008 through May 31, 2009.
5. Employment – Ms. Jill Pfeiffer, part time anthropology instructor, Class V, Step 1, for the 2009 spring semester.
6. Employment – Mr. Michael Widener, part time history instructor, Class VI, Step 4, for the 2009 spring semester.
7. Employment – Mr. Brian Waite, part time welding instructor, Class I, Step 1, for the 2009 spring semester.
8. Employment – Mr. Jim Skibiski, part time EMT instructor, Class I, Step 1, for the 2009 spring semester.
9. Employment – Mr. Che Chancy, part time welding instructor, Class IV, Step 3, for the 2009 spring semester.
10. Employment – Mr. James Ellingson, part time Fire Technology instructor, Class I, Step 4, for the 2009 spring semester.
11. Adjunct assignments for the 2009 spring semester:

Name	Discipline	Class/Step
1. Allen, Gregory	Fire Technology	I, 1
2. Crozier, Judy	English	II, 1
3. Fernandes, Sean	Physical Education	I, 1
4. Goudeau, Omega	Physical Education	II, 1
5. Green, Michelle	Nursing	VI, 1
6. Harrington, Tonya	Nursing	VI, 1
7. Hashemi, Sussan	ESL	II, 1
8. Jaffe, Michael	English	II, 1
9. Massich, Regina	ESL	II, 1
10. Mendoza, Brishette	English	III, 1
11. Mitchell, Darnell	Physical Education	I, 4
12. Murray, Rodney	Business	VI, 4
13. Murray, Shawntae	Physical Education	II, 1
14. Neal, Albert	English	III, 1
15. Plair, Vincent	Criminal Justice	V, 1
16. Potter, Keschia	Music	II, 1
17. Radcliffe, Kendahl	History	VI, 3
18. Scott, Renita	Nursing	VI, 2
19. Uribe, Diego	Spanish	VI, 1
20. Vanish, Clark	Mathematics	VI, 4

21. Williams, Nikki	Sociology	II, 1
22. Woldehaimanot, Beraki	Geology	VI, 1
23. Zambrano, Ruth	Mathematics	II, 1

**HRD 4 – CLASSIFIED PERSONNEL**

It is recommended that the Special Trustee approve the employment and personnel changes for classified employees as shown below.

**A. Employment**

- A. Transfer -- Ms. Charmaine Nowlin – From Assistant Shipping and Receiving Clerk, Range 17, Step A, to Utility Maintenance Worker, Range 17, Step A, Maintenance and Operations, Administrative Affairs, effective December 17, 2008.

**B. Limited Term**

- 1. Mr. Reginald Fleming – From Utility Maintenance Worker, Range 17, Step F, to Utility Maintenance Supervisor, Range L, Step 1, Maintenance and Operations, Administrative Affairs, effective November 1, 2008 through April 30, 2009.

**C. Provisional Employment**

- 1. Ms. Berta Alas – Children’s Center Aide, Range 15, Step A, Child Development Center, Academic Affairs, effective February 1, 2009 through June 30, 2009, not to exceed 120 days. (NTE 20 hours per week).
- 2. Ms. Claudette Allen – Children’s Center Aide, Range 15, Step A, Child Development Center, Academic Affairs, effective February 1, 2009 through June 30, 2009, not to exceed 120 days. (NTE 20 hours per week).
- 3. Ms. Gina Caballero – Children’s Center Aide, Range 15, Step A, Child Development Center, Academic Affairs, effective February 1, 2009 through June 30, 2009, not to exceed 120 days. (NTE 20 hours per week).
- 4. Ms. Rachel Cordero – Children’s Center Aide, Range 15, Step A, Child Development Center, Academic Affairs, effective February 1, 2009 through June 30, 2009, not to exceed 120 days. (NTE 20 hours per week).
- 5. Ms. Letecia Diaz – Children’s Center Aide, Range 15, Step A, Child Development Center, Academic Affairs, effective February 1, 2009 through June 30, 2009, not to exceed 120 days. (NTE 20 hours per week).
- 6. Ms. Betty Halloway – Children’s Center Aide, Range 15, Step A, Child Development Center, Academic Affairs, effective February 1, 2009 through June 30, 2009, not to exceed 120 days. (NTE 20 hours per week).
- 7. Ms. Gabriela Huitzil – Children’s Center Aide, Range 15, Step A, Child Development Center, Academic Affairs, effective February 1, 2009 through June 30, 2009, not to exceed 120 days. (NTE 20 hours per week).

8. Ms. Esther Ontiveros – Children’s Center Aide, Range 15, Step A, Child Development Center, Academic Affairs, effective February 1, 2009 through June 30, 2009, not to exceed 120 days. (NTE 20 hours per week).

**HRD 5. TEMPORARY NON-CLASSIFIED SERVICE EMPLOYEES:**

It is recommended that the Special Trustee approve the employment and personnel changes for non-classified employees as shown below.

1. Ratification -- Bruce Jacobs – Tutor, \$20.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective January 7, 2009 through June 30, 2009, Writing Center, Academic Affairs, not to exceed 120 days. (NTE 25 hours per week).
2. Ratification -- Georgia Moten – Tutor, \$20.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective January 7, 2009 through June 30, 2009, Writing Center, Academic Affairs, not to exceed 120 days. (NTE 25 hours per week).
3. Darius Anderson – Tutor, \$8.75 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective February 14, 2009 through June 12, 2009, Learning Center, Academic Affairs, not to exceed 120 days. (NTE 15 hours per week).
4. Elizabeth Craigg – Tutor, \$20.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective February 14, 2009 through June 12, 2009, Learning Center, Academic Affairs, not to exceed 120 days. (NTE 15 hours per week).
5. Rafael Diaz – Tutor, \$20.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective February 14, 2009 through June 12, 2009, Learning Center, Academic Affairs, not to exceed 120 days. (NTE 15 hours per week).
6. Ana Galdamez – Tutor, \$8.75 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective February 14, 2009 through June 12, 2009, Learning Center, Academic Affairs, not to exceed 120 days. (NTE 15 hours per week).
7. Minu Gonzalez – Tutor, \$8.75 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective February 14, 2009 through June 12, 2009, Learning Center, Academic Affairs, not to exceed 120 days. (NTE 15 hours per week).
8. Uche Maduagwu – Tutor, \$10.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective February 14, 2009 through June 12, 2009, Learning Center, Academic Affairs, not to exceed 120 days. (NTE 15 hours per week).

9. Pamela Murray – Tutor, \$8.75 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective February 14, 2009 through June 12, 2009, Learning Center, Academic Affairs, not to exceed 120 days. (NTE 15 hours per week).
10. Deborah Smith – Tutor, \$20.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective February 14, 2009 through June 12, 2009, Learning Center, Academic Affairs, not to exceed 120 days. (NTE 15 hours per week).
11. Kelli Smith – Tutor, \$8.75 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective February 14, 2009 through June 12, 2009, Learning Center, Academic Affairs, not to exceed 120 days. (NTE 15 hours per week).
12. Wendy Sparrow – Tutor, \$8.75 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective February 14, 2009 through June 12, 2009, Learning Center, Academic Affairs, not to exceed 120 days. (NTE 15 hours per week).
13. Jeffery Taves – Tutor, \$20.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective February 14, 2009 through June 12, 2009, Learning Center, Academic Affairs, not to exceed 120 days. (NTE 15 hours per week).
14. Nancy Torres – Tutor, \$20.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective February 14, 2009 through June 12, 2009, Learning Center, Academic Affairs, not to exceed 120 days. (NTE 15 hours per week).
15. Luis Valle – Tutor, \$8.75 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective February 14, 2009 through June 12, 2009, Learning Center, Academic Affairs, not to exceed 120 days. (NTE 15 hours per week).
16. Tim Vu – Tutor, \$20.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective February 14, 2009 through June 12, 2009, Learning Center, Academic Affairs, not to exceed 120 days. (NTE 15 hours per week).
17. Robert Wilkins – Tutor, \$10.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective February 14, 2009 through June 12, 2009, Learning Center, Academic Affairs, not to exceed 120 days. (NTE 15 hours per week).