



Board Agenda

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

Tuesday, June 12, 2012
Closed Session to Commence at 5:00 p.m.
Open Session to Commence at 6:00 p.m.

DISTRICT BOARD ROOM
1111 E. Artesia Boulevard
Compton, California 90221

- I. Call to Order at 5:00 p.m.**
- II. Roll Call**
 - Mr. Thomas E. Henry, Special Trustee
 - Dr. Keith Curry, Interim CEO
- III. Approval of Closed Session Agenda**
- IV. Requests to Address the Board of Trustees – Closed Session Agenda Matters**
- V. Recess to Closed Session in accordance with the Ralph M. Brown Act (Government Code Sections 54950 and following) and Education Code Section 72122 to discuss or take action on the following items:**
 - A. CONFERENCE WITH LEGAL COUNSEL–ANTICIPATED LITIGATION:**
 1. Significant exposure to litigation pursuant to Government Code Section 54956.9(b)(1) and (3)(C) the following claims or complaints:
 - a. Claim of Christopher Halligan
 - b. Claim of Tim Meadows
 - B. CONFERENCE WITH LABOR NEGOTIATORS PURSUANT TO GOVERNMENT CODE SECTION 54957.6:**
 1. Agency designated representative: Dr. Keith Curry, Interim CEO
Employee organizations: Compton Community College Federation of Employees, Classified Employees Federation of Employees, Certificated Employees
 - C. PUBLIC EMPLOYEE PERFORMANCE EVALUATION PURSUANT TO GOVERNMENT CODE SECTION 54957:**
 1. Interim Chief Executive Officer
- VI. Reconvene to Open Session at 6:00 p.m.**

VII. Roll Call

Mr. Thomas E. Henry, Special Trustee
Dr. Keith Curry, Interim CEO

VIII. The Pledge of Allegiance

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

X. Approval of Open Session Agenda

XI. Requests to Address the Board of Trustees – Agenda/Non-Agenda Items

XII. Approval of Minutes of May 16, 2012

XIII. Public Hearing – Compton Community College District Negotiations Proposal to CCCFE Classified Unit

XIV. Reports from Representatives and Employee Organizations

1. Faculty Representative Report – Jerome Evans
2. Classified Representative Report – David Simmons
3. Academic Senate President Report – Michael Odanaka
4. CCCFE Certificated Employees Report – Toni Wasserberger
5. CCCFE Classified Employees Report – Joseph Lewis
6. Associated Student Body Report – Amelia M. Apple

XV. Presentations

1. 2012 Compton Community College District Facilities Master Plan

XVI. Consent Agenda – Recommendation of Interim CEO

1. Administrative Services
 - A. Purchase Orders
2. Human Resources
 - A. Management Team Personnel Actions
 - B. Academic Employment and Personnel Changes
 - C. Classified Employees
 - D. Temporary Non-Classified Service Employees

XVII. Discussion/Action Items

1. Office of the Special Trustee
 - A. Revised Management Position
 - B. 2011-2012 Compton Community College District Elected Board of Trustees Self-Evaluation
 - C. 2012-2013 Compton Community College District Elected Board of Trustees Goals
2. Office of the Interim CEO
 - A. Facilities Memorandum of Understanding between Compton Community College District and El Camino Community College District.

3. Administrative Services
 - A. Agreements/Amendments/Contracts
 - B. Amendment 03 - Local Agreement for Child Development Services (Revenue) – CCTR-1092
 - C. Amendment 03 - Local Agreement for Child Development Services (Revenue) – CSPP-1177
 - D. Estimated Enrollment Fee Revenue Report CCFS-323 California Community Colleges
 - E. Budget Adjustments/Augmentations/Transfers
 - F. Declaration of Indefinite Salaries for Pay 2012-2013
 - G. Ratification Resolution of the Board of Trustees of the Compton Community College District Requesting the Issuance of 2012-2013 Tax and Revenue Anticipation Notes
 - H. 2012-2013 Tentative Budget
4. Facilities Planning and Development
 - A. Agreements
 - B. Change Order Report for Measure CC Prop 39 Projects
5. Human Resources
 - A. Memorandum of Understanding between the Compton Community College District and the Compton Community College Federation of Employees

XVIII. Information Items

1. Office of the Interim CEO
 - A. Redistricting Action Plan
 - B. Board Presentations and Reports Schedule for 2011-2012
 - C. Board Presentations and Reports Schedule for 2012-2013
2. Academic Affairs/Student Services
 - A. El Camino College Compton Center Transfer Center Report
3. Administrative Services
 - A. Quarterly Fiscal Status Report

XIX. Oral Reports

- A. Compton Center
- B. Interim CEO Report
- C. Board of Trustees Report
- D. Special Trustee Report

XX. Next regularly scheduled meeting date: July 17, 2012

Closed Session begins at 5:00 p.m.
Open Session begins at 6:00 p.m.

XXI. 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. 2001. Thank you!

COMPTON COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES REGULAR MEETING

Wednesday, May 16, 2012

MINUTES

- I. The Board of Trustees Meeting was called to order at 5:03 p.m.
- II. Roll Call – Members Present
 - Mr. Thomas Henry, Special Trustee
 - Dr. Keith Curry, Interim Chief Executive Officer
- III. Approval of Closed Session Agenda – Approved
- IV. Requests to address the Board of Trustees – Closed Session Agenda Matters
 - No Requests
- V. Recess to Closed Session in accordance with the Ralph M. Brown Act (Government Code Sections 54950 and following) and Education Code Section 72122.
- VI. Reconvene to Open Session of the Board of Trustees at 6:02 p.m.
- VII. Roll Call – Members Present
 - Lorraine Cervantes
 - Charles Davis
 - John Hamilton
 - Deborah LeBlanc
 - Anesa Nelson
 - Andres Ramos
 - Thomas Henry
 - Keith Curry
- VIII. Pledge of Allegiance – Led by Reuben James
- IX. Report of Actions Taken by Special Trustee
 - a. Bernadette Bryant vs. CCCD – **Settlement Agreement approved in the amount of \$13,000**No other reportable action
- X. Approval of Open Session Agenda – **Approved**

- XI. Special Recognition of Student Trustee – Ms. Anesa Nelson, Student Trustee, was awarded a certificate of appreciation for her participation on the Board of Trustees.
- XII. Special Presentation – Dr. Ruth Roach, thanked all staff, faculty and administrators who contributed to the production and success of this literary journal and introduced two of her students who contributed to their Compton Literary/Arts Journal, “Voices of Compton.” Mr. George Ornelas read his composition “Underdog” and Mr. Aaron Williams read his essay “Is Compton Really All That Bad?”

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- XIII. Requests to address the Board of Trustees – Agenda/Non-Agenda Items
 - 1) Fredwil Hernandez – former student invited the audience to attend his graduation from Cal State Dominguez as an honor student.
 - 2) Jasmine Haynes – student: commented on reduction of classes offered and difficulty getting to the Torrance campus.
 - 3) Charlotte Barker – student: commented on reduction of classes at the Compton Center.
 - 4) Tiffany Carr – student: commented on rise in student tuition
 - 5) Nehasi Lee, student: commented on smoking policy and student trustee reporting
 - 6) Barbara Calhoun, Compton City Council Member: commented on campus parking and student transportation.
- XIV. Requests to address the Board of Trustees – Agenda Items
 - 1) Barbara Calhoun, Compton City Council Member: commented on Redistricting map selected.
 - 2) Nehasi Lee, student: commented on fiscal matters.
- XV. Public Hearing Opened at 6:55 p.m. – Compton Community College District Redistricting
Public Comments on Redistricting:
 - 1) Nehasi Lee, student:
 - 2) Charles Davis, trustee
 - 3) Lorraine Cervantes, trustee
 - 4) Amirah Hendrickson, Member, Redistricting Committee
 - 5) Dr. Lestean Johnson, Chair, Redistricting Committee
 - 6) Oscar Edwards, Member, Advisory Committee
 - 7) Barbara Calhoun, Compton City Council Member
 - 8) Olivia Verrett, Member, Advisory Committee
 - 9) Mary Godoy, Member, Redistricting Committee
 - 10) Kenneth Randall, student
 - 11) Lorraine Cervantes, trustee
 - 12) Barbara Calhoun, Compton City Council
 - 13) Fredwil Hernandez, former student

The Public Hearing on the Compton Community College District Redistricting ended at 7:30 p.m.

- XVI. Item 1A: Resolution No. 05-16-2012A - Resolution of the Special Trustee of the Compton Community College District Establishing Trustee Areas from which District Governing Board Members will be elected, approving the Election of Such Board Members in a By-Trustee Area Election Process.

Presentations:

Mark Guillen, Chair, Redistricting Committee: Mr. Guillen reported on the composition of the committee and the committee's charge to identify the strengths and weaknesses of each of the proposed maps. The committee was in favor of Option 2.

Paul Mitchell, Redistricting Partner: Mr. Mitchell was charged with looking at the district boundary lines strictly from a redistricting viewpoint. He stated that they always provide several options, looking at existing boundaries, compactness, contiguousness, and other measurable criteria. They felt Option 1 was the most suitable.

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David Soldani, Attorney, Atkinson, Andelson, Loya, Ruud & Romo: Mr. Soldani, looked at the plans from a strict legal perspective. The California voting rights act only applies to at-large elections which we are not concerned with. We are looking at the criteria of the Federal Voting Rights Act. From a legal standpoint, none of the options are illegal, but some are superior from a legal perspective to other plans. Other options are more vulnerable and would be more difficult to defend from a legal standpoint.

The Special Trustee requested that each of the elected board members voice their first and second choice of Options.

Trustee Davis – Option 2, first and second choice
Trustee Ramos – Option 1, first; Option 3, second choice
Trustee Hamilton – Option 2, first and second choice
Trustee Cervantes – Option 2, first and second choice
Trustee LeBlanc – Option 2, first and second choice

The Special Trustee requested that the Interim CEO provide his recommendation of the redistricting option selected.

BREAK

Reconvened to Open Session of the Board of Trustees at 8:52 p.m.

Interim Chief Executive Officer: Dr. Keith Curry recommends to the Special Trustee the adoption of Option 1 map for the redistricting of Compton Community College District.

Comments:

Fredwil Hernandez
Trustee Cervantes
Trustee Davis
Trustee LeBlanc

After careful consideration the Special Trustee moves the adoption of Resolution No. 05-16-2012A with Option 1 as the approved option.

Item 1B: Process for Randomly Selecting Trustee Areas for Initial Term of Two (2) Years

David Soldani discussed the process for choosing lots for the trustee areas. The initial term will be a 2-year term, instead of a four year term. Because all five trustees are up for election, and to maintain

the staggering of trustee terms, there will lots drawn to determine what areas will serve initial 2-year terms, and which will serve initial 4-year terms.

The Special Trustee approved Item 1B: Process for Randomly Selecting Trustee Areas for Initial Term of Two (2) Years

Item 1C: Resolution No. 05-16-2012B – Resolution of the Special Trustee of the Compton Community College District Establishing Initial Terms of Office for Trustee Areas.

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Attorney Soldani conducted a random drawing for selecting initial terms of office:

Two year-terms: Area B (includes Lynwood); Area E (includes Willowbrook)

Four-year terms: Area A (Paramount), Area C, and Area D

The Special Trustee approved Item 1C: Resolution No. 05-16-2012B – Resolution of the Special Trustee of the Compton Community College District Establishing Initial Terms of Office for Trustee Areas.

- XVII. Recognition of Redistricting Committee Members
Certificates of Appreciation presented to committee members Mark Guillen and Olivia Verrett
Committee members Mary Louise Godoy, Martina Rodriguez, LeGrand Clegg were not present; their certificates will be mailed.
- XVIII. Public Hearing opened at 9:19 p.m. – CCCFE Classified Unit Negotiations Proposal to Compton Community College District
Requests to Speak – No requests to speak
Public Hearing Closed at 9:20 p.m.
- XIX. Reports from Representatives and Employee Organizations
- A. Faculty Representative Report – Jerome Evans: Absent
 - B. Classified Representative Report – David Simmons: Absent
 - C. Academic Senate President Report – Michael Odanaka: President elect; concentrating on efforts to gain accreditation. Over 300 students have completed requirements for certificates and degrees, and staff, faculty, and administrators are commended.
 - D. CCCFE Certificated Employees Report –Toni Wasserberger: Absent
 - E. CCCFE Classified Employees Report – Joseph Lewis: Absent
 - F. Associated Student Body Report – Amelia Apple: Absent
- XX. Presentations
- 1) Update on Infrastructure Facilities Projects
Brief overview provided by Kevin Keyfauver, of S & K Engineers. Mr. Keyfauver reported that because this institution is over 50 years old, there are a lot of deteriorating utility systems. Construction on Phase 1 will begin in June 2012; this will include stadium lighting which is the central plant component, and utility infrastructure component. Everything has been approved by the Chancellor's Office.
- XXI. Approval of Minutes of April 17, 2012 – Approved

- XXII. Approval of Consent Agenda - Approved
- XXIII. Consent Agenda – Recommendation of Interim CEO – Approved
 - 1. Administrative Services
 - A. Purchase Orders

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- 2. Human Resources
 - A. Eligibility Lists
 - B. Academic Employment and Personnel Changes
 - C. Classified Employees
 - D. Temporary Non-Classified Service Employees
- XXIV. Discussion/Action Items – Recommendation of Interim CEO – Approved
 - 1. Office of the Special Trustee – **Approved**
 - A. Resolution No. 05-16-2012A - Resolution of the Special Trustee of the Compton Community College District Establishing Trustee Areas from which District Governing Board Members will be elected.
 - B. Process for Randomly Selecting Trustee Areas for Initial Term of Two (2) Years
 - C. Resolution No. 05-16-2012B – Resolution of the Special Trustee of the Compton Community College District Establishing Initial Terms of Office for Trustee Areas.
 - 2. Office of the Interim CEO – **Approved**
 - A. Resolution No. 05-16-2012C - Regarding Layoff of Classified Personnel
 - B. Resolution No. 05-16-2012D - Process to Temporarily Loan Funds from the General Obligation Bond Project Fund to the Capital Outlay Fund.
 - C. Board Policy 3300 - Public Records
 - 3. Academic Affairs/Student Services – **Approved**
 - A. 2012-2013 El Camino College Compton Center Academic Calendar
 - 4. Administrative Services – **Approved**
 - A. Agreements/Amendments/Ratifications Contracts
 - B. Authorize Signature Resolution (LACOE)
 - C. Ratification of Change of Authorize Signatures on District Bank Accounts
 - D. Emergency Resolution for Provision of Repairs of Central Plant Boiler and at the Child Development Center (CDC) and Vocational Technology Center (VTC)
 - E. Budget Adjustments/Augmentations/Transfers
 - 5. Facilities Planning and Development – **Approved**
 - A. Agreements/Amendments
 - B. Change Order Report for Measure CC Prop 39 Projects
 - C. Notice of Completion and Release of Retention for Walters and Wolf
 - 6. Human Resources – **Approved**
 - A. Approval of Contract of Employment for Chief Business Officer
 - B. New Management Position
- XXV. Discussion Items – **The Special Trustee requested the Trustees review these two items and they will be presented at a later meeting.**

1. Office of the Special Trustee
 - A. 2011-2012 Compton Community College District Elected Board of Trustees Self-Evaluations
 - D. 2012-2013 Compton Community College District Elected Board of Trustees Goals

XXVI. Information Items – Received

1. Office of the Interim CEO
 - A. Minutes from the Special Trustee’s Advisory Committee
 - B. Special Trustee’s Advisory Committee Meeting Dates – Next Meeting will be held on June 13, 2012

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- C. Board Presentations and Reports Schedule for 2011-2012 Revised
- D. Administrative Procedure 3301 - Public Records
2. Human Resources
 - A. District Initial Collective Bargaining Proposal for 2011-2012 Negotiations

XXVII. Oral Reports

- A. Compton Center Report – Barbara Perez, Vice President, Compton Center: The Academic Awards Tea will be held on Sunday, May 20, 2012. Reported that Willie Middlebrook, former instructor, passed on May 4, 2012.
- B. Interim CEO Report – The 2012-2013 tentative budget will be presented at the June 12, 2012 board meeting; there will also be a presentation on the Facilities Master Plan.
- C. Board of Trustees’ Reports
 - Trustee Ramos: Reported that he enjoyed the student comments heard today.
 - Trustee LeBlanc: Congratulated the District’s retirees; commended the ASB for their Cinco De Mayo celebration; commended the Athletic director and coaches, and athletes for their outstanding track performance on May 5, 2012 at San Diego Mesa College, and thanked the Interim CEO for allowing the board members to attend the CCLC Trustee Conference in San Diego. Thanked her colleagues for their support for the CCCT and even though she did not win it was a great experience.
 - Trustee Davis: Announced that his daughter will be graduating from Compton Center
- D. Special Trustee Report: Thanked the board members for their deliberation, passion, and research on redistricting and voiced his appreciation of Dr. Curry’s leadership in taking a stance. Stated to Trustee Davis that he appreciates his contributions and respects his views, and there will be future items that he will ask for the board’s opinions.

XXVIII. Meeting adjourned at 10:15 p.m. in memory of Mrs. Lillie Banks, Retired District Employee

XXIX. Next regularly scheduled meeting: June 12, 2012

*Closed session begins at 5:00 p.m.
Open session begins at 6:00 p.m.*

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

Agenda for the Compton Community College District Board of Trustees
From
Office of the Interim CEO
Dr. Keith Curry

**XIII. PUBLIC HEARING – COMPTON COMMUNITY COLLEGE DISTRICT
NEGOTIATIONS PROPOSAL TO CCCFE CLASSIFIED UNIT**

Opportunity for members of the public to comment on Compton Community College District Federation of Employees (Classified Unit) initial collective bargaining proposals to Compton Community College District.

COMPTON COMMUNITY COLLEGE DISTRICT

DISTRICT INITIAL PROPOSAL

**2011-2012 COMPTON COMMUNITY COLLEGE
FEDERATION OF CLASSIFIED EMPLOYEES NEGOTIATIONS**

The Compton Community College District (“District”) hereby submits its initial proposal for 2011 - 2012 negotiations with the Compton Community College Federation of Classified Employees (“CCCFE”). The District proposes to maintain the provisions of the current classified collective bargaining agreement except as modified below:

ARTICLE XVII: COMPENSATION

- Freezing column and step advancement.
- Implementation of Furlough Days.

ARTICLE IX: HOURS OF EMPLOYMENT

- Discuss Item G(2) Four Day Work Schedule.

Agenda for the Compton Community College District Board of Trustees
from
Office of the Interim CEO
Dr. Keith Curry

XVI. CONSENT AGENDA

1. Administrative Services
 - A. Purchase Orders

2. Human Resources
 - A. Management Team Personnel Actions
 - B. Academic Employment and Personnel Changes
 - C. Classified Employees
 - D. Temporary Non-Classified Service Employees

Agenda for the Compton Community College District Board of Trustees
from
Administrative Services
Felipe Lopez, CBO

1A. PURCHASE ORDERS AND BLANKET PURCHASE ORDERS FOR MAY 2012

Run Date **Compton Community College District**
5/29/2012 **BOARD OF TRUSTEES PURCHASE ORDER LISTING**
Meeting Date: 06/12/2012

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.

P.O. Number	Vendor Name	Site Name	Description	P.O. Cost
Fund 01 Unrestricted-Compton Ed Center				
P0503237	Alice F. Hawkins	Operations	Non-Instruct Supplies	\$32.52
P0503240	Tourcoach Charter &	Fiscal Services	Student Transportation Rental	\$506.95
P0503247	AT&T California	Information Technology	Maintenance Contracts	\$21,622.15
P0503261	Assist Design	Rideshare	Rideshare Incentive	\$300.00
P0503262	Total Comptnsation	Human Resources	Contract Services	\$1,600.00
P0503272	Wayne Ward	Operations	Professional Growth Poa	\$345.00
P0503307	Datatel, Inc.	Information Technology	Maintenance Contracts	\$750.00
P0503308	Keith Curry	Office of the CEO	Travel and Conference	\$69.93
P0503320	Ahern Rentals	Operations	Rents/ Leases and Repairs	\$485.72
P0503323	Compton Community	Board of Trustees	Conferences Mgmt	\$70.00
P0503324	Gst Inc	Information Technology	Equipment	\$308.82
P0503325	Educause	Information Technology	Maintenance Contracts	\$40.00
P0503326	Insight Systems	Information Technology	Equipment	\$2,021.57
P0503327	Call John.Com	Academic Affairs	Repairs - Instructional	\$1,270.43
P0503328	Skillpath On-Site	Nursing	General Office Supplies	\$173.95
P0503329	Printex	Student Affairs	Non-Instruct Supplies	\$435.00
P0503352	S&b Foods	I&T Division	Hospitality	\$185.00
P0503360	La Opinion	Fiscal Services	Multi Media Advertising	\$345.00
P0503371	Jax Bicycle Center -	Rideshare	Rideshare Incentive	\$1,541.62
P0503378	Linda G. Coleman	Rideshare	Rideshare Incentive	\$135.36
P0503381	Handi-Tech	Student Affairs	Non-Instruct Supplies	\$163.13
P0503384	AT&T Datacomm	Information Technology	Equipment	\$384.98
P0503385	Ideco, Inc.	Operations	Contract Services	\$1,550.00
Fund 01 Total: 23				\$34,337.13
Fund 10 Restricted-Compton Ed Center				
P0503246	E.C.C.C.D. Bookstore	Scholarships & Awards	Text Books	\$501.56
P0503258	Vizion Marketing	BFAP Augmentation	Special Events-Direct Costs	\$1,930.32
P0503259	Office Xpress	BFAP Augmentation	Special Events-Direct Costs	\$1,384.32
P0503303	Office Xpress	EOPS CARE	General Office Supplies	\$904.96
P0503304	Gridworks	EOPS	New Equipment -	\$736.61
P0503351	Mytha Pascual	BFAP Augmentation	Special Events-Direct Costs	\$434.98
P0503377	Assist Design	EOPS	Other Services and Expenses	\$3,855.08
P0503379	Bev's Balloons,	EOPS CARE	Hospitality	\$200.00
P0503380	E.C.C.C.D. Bookstore	EOPS CARE	Non-Instruct Supplies	\$1,444.96
P0503382	E.C.C.C.D. Bookstore	TRIO - Upward Bound	Other Services and Expenses	\$1,871.99

P0503383	E.C.C.C.D. Bookstore	TRIO - Upward Bound	Other Services and Expenses	\$1,871.99
		Fund 10 Total: 11		\$15,136.77
Fund 45	Revenue Construct Bond - Compton			
P0503361	Geotek, Inc.	Allied Health Bldg. -	Testing & Inspection	\$835.00
		Fund 45 Total: 1		\$835.00
			PO Funds Total: 35	\$50,308.90
Fund 01	Unrestricted-Compton Ed Center			
B0510998	Call John.Com	Operations	Repairs Non-instructional	\$1,500.00
B0511002	Special Resource	DSPS	Contract Services	\$10,000.00
B0511004	Thompson Trophy	Human Resources	Other Services and Expenses	\$2,000.00
		Fund 01 Total: 3		\$13,500.00
Fund 10	Restricted-Compton Ed Center			
B0511000	Airport Van Rental	EOPS CARE	Other CARE Services	\$500.00
		Fund 10 Total: 1		\$500.00
			BPO Funds Total: 4	\$14,000.00
			<u>Grand Total POs and BPOs: 39</u>	\$64, 308.90

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

2A. MANAGEMENT TEAM PERSONNEL ACTION:

It is recommended that the Special Trustee ratify/approve the employment and personnel changes for Management as shown below:

1. Assignment – Ms. Valerie O’Guynn, Interim Dean of Student Affairs, Level M4, Step 5, for the period of July 1, 2012 - August 31, 2012.
2. Assignment – Ms. Elizabeth Martinez, Interim Director of EOPS, Level M3, Step 2, for the period of July 1, 2012 - August 31, 2012.
3. Employment – Mr. Macheo Shabaka, Interim Director of TRIO Programs, Level M3, Step 5, for the period of July 1, 2012 – August 31, 2012.

2B. ACADEMIC EMPLOYMENT AND PERSONNEL CHANGES

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

1. Employment – Ms. Amber Gillis, full time Reading/English Instructor, Class II, Step 13, effective August 23, 2012.
2. Employment – Ms. Nikki Williams, full time Reading/English Instructor, Class IV, Step 13, effective August 23, 2012.
3. Employment – Ms. Kendahl Radcliffe, full time History Instructor, Class VI, Step 13, effective August 23, 2012.
4. Employment - Mr. Mario Macareno, part time Counselor, Class IV, Step 4, effective January 23, 2012 – February 10, 2012.
5. Employment - Mr. Henry Kang, part time Science Instructor, Class VI, Step 2, effective June 18, 2012 – August 9, 2012.
6. Employment – Ms. Premilla Arasasingham, part time Chemistry Instructor, Class V, Step 2, effective May 1, 2012 – June 8, 2012.
7. Employment – Ms. Gayathri Manikandan, part-time Math Instructor, Class II, Step 1, effective June 18, 2012 – August 9, 2012.
8. Stipend assignment – Mr. Timothy Davis, Vocalist Coach, NTE \$500, for the period of May 1, 2012 – June 7, 2012.
9. Employment – part time teaching assignments for the 2012 summer session:

Business and Computer Information Systems

Ahmad, Manzoor (Business)
Benson, Eugene (Welding)

Collins, Diane (Health)
Fernandes, Sean (PE/Health)

Foral, Dorothy (Fashion)
Garcia, Annaruth (Business)
Garcia, Joes (PE/Health)
Garrett, Curtis (Auto Technology)
Goudeau, Omega (PE/Health)
Hofmann, Harold (Machine Tool Tech)
Jacobson, Stanley (Machine Tool Tech)
Joiner, Robert (Business)
Kahalilzadeh, Mohammad (CIS)
Kooiman, Brent (Auto Collision)
Lamm, Frederick (Auto Technology)
McGovern, Donna (Business)
McNeil, Tracey (PE/Health)
Means, Kelvin (PE/Health)
Mendoza, Ladislao (PE/Health)
Morales, Edward (Air Conditioning)
Morris, Robert (Fire Technology)

Richardson, Christopher (PE/Health)
Rooks, Robert (Real Estate)
Ross, Dovard (Business)
Sahebjame, Moshen (CIS)
Sesay, Abdul (PE/Health)
Ueda, Dale (Air Conditioning)
Villaroman, Emmanuel (Manufacturing
Tech)
Williams, Frances (Nutrition)
Yaghmi, Philip (Machine Tool Tech)
Yahye, Abdirashid (CIS)
Youngblood, Aaron (PE/Health)

Counseling

Adams, Eugene
Aguilar, Carmela
Allen, Jennell
Arroyo, Celia
Arroyo, Silvia
Carrillo, Rosa
Fong, Nancy
French-Preston, Essie
Gropp, Barry

Haynes, Vanessa
Martinez, Victoria
Mason, Rebeca
My, Alexander
Odanaka, Michael
Preston, Tiombe
Schumacher, Holly
Threadgill, Cheryl

Health & Human Services

Barber, Lessie (Nursing)
Most, Rosemary (Child Development)
Nwabuzo, Ozo (Nursing)
Quinones, Juan (Child Development)
Roach, Ruth (English)
Scranton, Sandra (Child Development)
Stephens, Kathleen (Nursing)
Ward, Carolyn (Medical Term)
Washington, Cassandra (Child Development)
West, Pamela (Child Development)
Willis, Edna (Nursing)

Humanities

Bennet, Sage (Philosophy)
Bergman, Stefan (English)
Bernardo, Jose (English)
Brabbee, Andrew (Spanish)

Burnside, Andrea (Communication
Studies)
Cortez-Perez, Aurora (ESL)
Crosbie, Ivan (English)
Crozier, Judith (English)

Davis, Scott (English)
Duffield, Mary (English)
Flemming, Arthur (Philosophy)
Gras, Lauren (English)
Herring, Larry (ESL)
Jacobs, Bruce (English)
Juarez, Dalia (English)
Lawrence, Richard (Communication Studies)
Lazar, Shemiran (ESL)
Magabo, Susan (English)
Maradiaga, Axa (Spanish)
Mayreis-Voorhis, Morgan (English)
McLaughlin, Patrick (English)

Mathematics & Sciences

Aasi, Fazal (Biological Sciences)
Abbassi, Ali (Math)
Abdulmalek, Sulaiman (Biological Sciences)
Altermatt, Robert (Chemistry)
Boatwright, Eddie (Biological Sciences)
Clark, Leonard (Earth Sciences)
Coti, Karla (Chemistry)
Gill, Jack (Math)
Hernandez-Saul, Cynthia (Math)
James, Ibanga (Biological Sciences)
Keig, William (Astronomy/Physics)
Khan, Mahbub (Math)
Khwaja, Ziauddin (Math)
Landis, Gary (Chemistry)
Lebon, Thomas (Biological Sciences)
Martinez, Jose (Math)
Mediza, Joe (Math)
Mikhail, Mourad (Biological Sciences)
Ndoumna, Emmanuel (Math)
Niang, Babacar (Math)
Okbamichael, Mussie (Earth Sciences)

Social Sciences & Creative Performing Arts

Aguilera, Peter (Sociology)
Conn, Bradfield (Psychology)
Cooper, Erin (Psychology)
Craig, Elizabeth (Political Science)
Davis, Timothy (Music)
Desetto, Vincent (Anthropology)
Estrada, Harvey (Music)
Evans, Jerome (History)
Flor, Paul (Political Science)

Moina, Andres (Spanish)
Moten, Georgia (English)
Neil, Alberto (English)
Noonan, Lloyd (Humanities)
Norton, Thomas (English)
Page, Rita (Humanities)
Parker, Norma (Spanish)
Sedgwick, Emily (Philosophy)
Smith, Darwin (Philosophy)
Subramaniam, Thamizhchelvi (English)
Wasserberger, Toni (English)
Williams, Nikki (English)

Orozco, Marco (Chemistry)
Ortiz, Juan (Math)
Osanyinpeju, Abiodun (Biological Sciences)
Pham, Ann (Math)
Polunchenko, Aleksey (Math)
Priest, Michelle (Biological Sciences)
Raffel, Charmaine (Math)
Rahnavard, Mohammad (Math)
Roach, Donald (Math)
Roshanaei, Alireza (Math)
Shihabi, Azzam (Math)
Shukla, Parul (Math)
Syed, Erum (Biological Sciences)
Vanish, Clark (Math)
Villalobos, Jose (Math)
Vu, Tim (Math)
Walker, Gregory (Biological Sciences)
Wallano, Eyob (Biological Sciences)
Webb, Robert (Math)
Zambrano, Ruth (Math)

French-Preston, Essie (Human Dev.)
Haynes, Vanessa (Sociology)
Keskinel, Meric (Economics)
Lawson, Anitra (Film/Video)
Martinez, Maria (History)
McPatchell, David (Psychology)
Morales, Alberto (Anthropology)
Moshrefi, Farshid (Psychology)
Murray, Ricky (History)

Palmer, Cleveland (Art)
Panski, Saul (History)
Pfeiffer, Jill (Anthropology)
Phillips, Marjeritta (Dance)
Pilati, Michelle (Psychology)
Roske, Rachel (Art)
Stockstill, Wendy (Art)
Taul, Christina (Dance)
Tokuda, Elena (Education)
Uch, Madelda (Music)
Van Benschoten, William (History)
Van Niel, Pieter (Theatre Arts)
Vasquez, Leticia (Political Science)

Library

Buenaventura, Nenita
Hobbs, Charles
Pratt, Estina
Valdry, Andree
Vogel, Karen

2C. CLASSIFIED EMPLOYEES:

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

Employment

1. Leave of Absence (FMLA) - Ms. Alice Hawkins, Administrative Assistant, Range 21, Step G, Maintenance & Operations, Administrative Affairs, effective June 18, 2012 through July 9, 2012.
2. Deborah Alaimo, Human Resources Representative, Range N, Step 2, Human Resources, effective June 18, 2012.

Provisional Employment

1. Ms. Ethel Powers, Sr. Administrative Assistant, Range 27, Step A, Academic Affairs, effective July 1, 2012 through September 30, 2012.

2D. TEMPORARY NON-CLASSIFIED SERVICE EMPLOYEES:

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

1. Christina Acoff, Student Worker V, Rate E, \$16.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective July 1, 2012 through August 24, 2012, Outreach, Student Affairs, not to exceed 120 days (NTE 35 hours per week).
2. Josefina Aguilar, Student Worker I, Rate E, \$9.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective June 1, 2012 through June 30, 2012, Career Technical Education, Academic Affairs, not to exceed 120 days (NTE 35 hours per week).
3. Josefina Aguilar, Student Worker I, Rate E, \$9.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective July 1, 2012 through August 24, 2012, Career Technical Education, Academic Affairs, not to exceed 120 days (NTE 35 hours per week).
4. Grace Alcomendas, Teacher Associate, \$22.80 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective June 18, 2012 through June 30, 2012, TRIO Programs, Student Affairs, not to exceed 120 days (NTE 35 hours per week).
5. Grace Alcomendas, Teacher Associate, \$22.80 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective July 1, 2012 through August 10, 2012, TRIO Programs, Student Affairs, not to exceed 120 days (NTE 35 hours per week).
6. Terri Anderson, Student Worker V, Rate E, \$16.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective July 1, 2012 through August 24, 2012, Outreach, Student Affairs, not to exceed 120 days (NTE 35 hours per week).
7. Teresa Castaneda, Student Worker V, Rate B, \$14.50 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective July 1, 2012 through August 24, 2012, Health & Human Services, Academic Affairs, not to exceed 120 days (NTE 35 hours per week).

8. James Cox, Tutor, Rate C, \$12.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective June 18, 2012 through June 30, 2012, TRIO Programs, Student Affairs, not to exceed 120 days (NTE 35 hours per week).
9. James Cox, Tutor, Rate C, \$12.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective July 1, 2012 through August 10, 2012, TRIO Programs, Student Affairs, not to exceed 120 days (NTE 35 hours per week).
10. Kimberly Delgado, Student Worker I, Rate E, \$9.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective July 1, 2012 through August 24, 2012, Outreach, Student Affairs, not to exceed 120 days (NTE 35 hours per week).
11. Miguel De la Rosa, Teacher Associate, \$22.80 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective June 18, 2012 through June 30, 2012, TRIO Programs, Student Affairs, not to exceed 120 days (NTE 35 hours per week).
12. Miguel De la Rosa, Teacher Associate, \$22.80 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective July 1, 2012 through August 10, 2012, TRIO Programs, Student Affairs, not to exceed 120 days (NTE 35 hours per week).
13. Ryan Flores, Teacher Associate, \$22.80 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective June 18, 2012 through June 30, 2012, TRIO Programs, Student Affairs, not to exceed 120 days (NTE 35 hours per week).
14. Ryan Flores, Teacher Associate, \$22.80 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective July 1, 2012 through August 10, 2012, TRIO Programs, Student Affairs, not to exceed 120 days (NTE 35 hours per week).
15. Lorena Fonseca, Tutor, Rate E, \$20.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective June 18, 2012 through June 28, 2012, Learning Resource Center, Academic Affairs, not to exceed 120 days (NTE 15 hours per week).
16. Lorena Fonseca, Tutor, Rate E, \$20.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective July 2, 2012 through August 9, 2012, Learning Resource Center, Academic Affairs, not to exceed 120 days (NTE 15 hours per week).
17. Maelanie Galima, Teacher Associate, \$22.80 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective June 18, 2012 through June 30, 2012, TRIO Programs, Student Affairs, not to exceed 120 days (NTE 35 hours per week).
18. Maelanie Galima, Teacher Associate, \$22.80 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective July 1, 2012 through August 10, 2012, TRIO Programs, Student Affairs, not to exceed 120 days (NTE 35 hours per week).
19. Dina Galindo, Student Worker I, Rate E, \$9.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective July 1, 2012 through August 24, 2012, Outreach, Student Affairs, not to exceed 120 days (NTE 35 hours per week).
20. Shatesha Garner, Student Worker I, Rate E, \$9.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective May 28, 2012 through June 30, 2012, Outreach, Student Affairs, not to exceed 120 days (NTE 35 hours per week).
21. Shateo Griffin, Student Worker V, Rate E, \$16.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective July 1, 2012 through August 24, 2012, Outreach, Student Affairs, not to exceed 120 days (NTE 35 hours per week).

22. Clinishae Hankins, Student Worker I, Rate E, \$9.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective May 28, 2012 through June 30, 2012, Outreach, Student Affairs, not to exceed 120 days (NTE 35 hours per week).
23. Jasmine Haynes, Student Worker I, Rate E, \$9.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective July 1, 2012 through August 24, 2012, Outreach, Student Affairs, not to exceed 120 days (NTE 35 hours per week).
24. Johnna Jackson, Teacher Associate, \$22.80 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective July 1, 2012 through August 10, 2012, TRIO Programs, Student Affairs, not to exceed 120 days (NTE 35 hours per week).
25. Bruce Jacobs, Teacher Associate, \$22.80 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective June 18, 2012 through June 30, 2012, English, Academic Affairs, not to exceed 120 days (NTE 20 hours per week).
26. Bruce Jacobs, Teacher Associate, \$22.80 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective July 2, 2012 through August 10, 2012, English, Academic Affairs, not to exceed 120 days (NTE 20 hours per week).
27. Brianna Johnston, Student Worker I, Rate E, \$9.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective July 1, 2012 through August 24, 2012, Outreach, Student Affairs, not to exceed 120 days (NTE 35 hours per week).
28. Jose Lopez, Student Worker I, Rate E, \$9.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective July 1, 2012 through August 24, 2012, Outreach, Student Affairs, not to exceed 120 days (NTE 35 hours per week).
29. Carolina Martinez, Tutor, Rate C, \$12.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective June 18, 2012 through June 30, 2012, TRIO Programs, Student Affairs, not to exceed 120 days (NTE 35 hours per week).
30. Carolina Martinez, Tutor, Rate C, \$12.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective July 1, 2012 through August 10, 2012, TRIO Programs, Student Affairs, not to exceed 120 days (NTE 35 hours per week).
31. Imani Myers, Student Worker I, Rate E, \$9.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective July 1, 2012 through August 24, 2012, Outreach, Student Affairs, not to exceed 120 days (NTE 35 hours per week).
32. Sreekriti Raju, Student Worker I, Rate E, \$9.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective July 1, 2012 through August 24, 2012, Outreach, Student Affairs, not to exceed 120 days (NTE 35 hours per week).
33. Salvador Rodriguez, Student Worker I, Rate E, \$9.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective July 1, 2012 through August 24, 2012, Outreach, Student Affairs, not to exceed 120 days (NTE 35 hours per week).
34. Joycelyn Simmons, Student Worker I, Rate E, \$9.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective May 28, 2012 through June 30, 2012, Outreach, Student Affairs, not to exceed 120 days (NTE 35 hours per week).
35. Juan Soto, Tutor, Rate C, \$12.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective June 18, 2012 through June 30, 2012, TRIO Programs, Student Affairs, not to exceed 120 days (NTE 35 hours per week).

36. Juan Soto, Tutor, Rate C, \$12.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective July 1, 2012 through August 10, 2012, TRIO Programs, Student Affairs, not to exceed 120 days (NTE 35 hours per week).
37. Kenyatta Washington, Student Worker I, Rate E, \$9.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective June 1, 2012 through June 30, 2012, Counseling, Student Affairs, not to exceed 120 days (NTE 35 hours per week).
38. Cordell Williams, Student Worker I, Rate E, \$9.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective July 1, 2012 through August 24, 2012, Outreach, Student Affairs, not to exceed 120 days (NTE 35 hours per week).

Agenda for the Compton Community College District Board of Trustees
from
Office of the Interim CEO
Keith Curry

XVII. Discussion/Action Items

1. Office of the Special Trustee
 - A. Revised Management Position
 - B. 2011-2012 Compton Community College District Elected Board of Trustees Self-Evaluation.
 - C. 2012-2013 Compton Community College District Elected Board of Trustees Self-Goals.

2. Office of the Interim CEO
 - A. Facilities Memorandum of Understanding between Compton Community College District and El Camino Community College District.

3. Administrative Services
 - A. Agreements/Amendments/Contracts
 - B. Amendment 03 - Local Agreement for Child Development Services (Revenue) – CCTR-1092
 - C. Amendment 03 - Local Agreement for Child Development Services (Revenue) – CSPP-1177
 - D. Estimated Enrollment Fee Revenue Report CCFS-323 California Community Colleges
 - E. Budget Adjustments/Augmentations/Transfers
 - F. Declaration of Indefinite Salaries for Pay 2012-2013
 - G. Ratification Resolution of the Board of Trustees of the Compton Community College District Requesting the Issuance of 2012-2013 Tax and Revenue Anticipation Notes
 - H. 2012-2013 Tentative Budget

4. Facilities Planning and Development
 - A. Agreements
 - B. Change Order Report for Measure CC Prop 39 Projects

5. Human Resources
 - A. Memorandum of Understanding between the Compton Community College District and the Compton Community College Federation of Employees

**Agenda for the Compton Community College District Board of Trustees
from the Office of the
Special Trustee, Mr. Thomas Henry**

1A. REVISED MANAGEMENT POSITION:

It is requested that the Special Trustee approve the following revised management job description:

CHIEF EXECUTIVE OFFICER

POSITION DESCRIPTION:

Under the direction of the Special Trustee, the Chief Executive Officer (CEO) serves as the operational officer of Compton Community College District. The CEO currently reports directly to the Special Trustee of Compton Community College District and indirectly to the Superintendent/President of El Camino Community College District. Once eligibility is granted by the Accrediting Commission for Community and Junior Colleges (ACCJC) to the El Camino College Compton Center this position title will change to Provost/CEO reporting directly to the Superintendent/President of El Camino Community College and the Special Trustee of Compton Community College District. Upon achieving initial accreditation status by ACCJC, the El Camino College Compton Center will become known as Compton Community College and this position title will change to College President/CEO, reporting directly to the Superintendent/President of El Camino Community College and the Special Trustee of Compton Community College District.

ESSENTIAL DUTIES/FUNCTIONS:

- Work with the Special Trustee and the elected governing board of Compton Community College District in a way that provides adequate support for the board to follow its governing policies, upholds standards of practice, and promotes trustee and board development.
- Develop board meeting agendas that engage Special Trustees and the elected governing board of Compton Community College District in broad policy-level discussions and provide information and advice that assists the board in reaching wise policy decisions.
- Provide leadership and direction to the departments, offices and other operational units of the District.
- Work collaboratively with El Camino College to ensure effective support for, and close coordination with, the Center.
- Develop and oversee the execution of plans to enhance the quality of District operations.
- Anticipate the personnel, facilities and equipment needs of the District. Work closely with El Camino College to align those needs with personnel, facilities and equipment needs of the instructional and student services programs of the Center, and to address the needs of both the Center and the District in a reasonable and prudent manner.
- Encourage communication and orderly collaborative decision making within the District. In addition, together with El Camino College, encourage communication and orderly collaborative decision making between and among all faculty, staff and administrators working at both the Center and the District.
- Define organizational roles and relationships within the District so as to maximize their effectiveness.

ESSENTIAL DUTIES/FUNCTIONS (Continued):

- Develop, in conjunction with the El Camino College, the District's Annual Strategic Review, annual goals and an annual budget to support the achievement of the District's mission, goals and priorities. Allocate resources to attain those goals, and monitor achievement of the goals.
- Participate, together with El Camino College in the selection of District managers. Similarly, participate with the El Camino College in the selection of Center instructional and student services managers and faculty.
- Serve as the co-chair of the El Camino College Compton Center accreditation steering committee.
- Coordinate the evaluation of all District managers and staff.
- Guide the development of an effective professional development program at the District.
- Represent the District in community, state, and national activities.
- Provide active guidance, support and oversight to groups like the Measure CC Bond Citizens Oversight Committee, Foundation for the Compton Community College District, and the Special Trustee Advisory Committee.
- Perform related duties as assigned.

Once eligibility is granted by the Accrediting Commission for Community and Junior Colleges (ACCJC) to the El Camino College Compton Center the following duties will be added to this position:

- Work with the El Camino College Vice Presidents of Academic Affairs and Student & Community Advancement to develop plans and procedures that enhance the academic and student services programs including the development of new programs and the redirection of existing programs to meet the instructional and student service needs of the Center's students.
- Ensure that the operations at the Center are consistent with El Camino College and Compton Community College District policies and procedures, faculty and classified collective bargaining agreements, as well as applicable statutes and regulations including Title 5 (California Code of Regulations) and the Education Code.
- Oversee the Center's educational programs, including academic affairs, accreditation activities, faculty initiatives, institutional effectiveness, workforce development, enrollment management and institutional research, including student and state databases.
- Participate in planning the future of instruction at the Center by engaging academic personnel in educational master planning based upon a comprehensive program review; periodically assess community needs in relation to instruction; and identify data that support instructional planning.
- In conjunction with the El Camino College Compton Center accreditation liaison, coordinate all activities needed for accreditation, monitor participation in those activities, and ensure that institutional self-studies are conducted and documented with appropriate constituency involvement.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

- Planning, organizing, and directing an institution of higher education.
- Principles and practices of supervision and management.
- Budget preparation and controls.
- Principles and practices of instruction, accreditation, program review and planning.

ABILITY TO:

- Interpret and apply applicable statutes and regulations such as the Education Code and Title 5 (California Code of Regulations).
- Provide overall leadership in planning, directing and evaluating programs and services for the District.
- Understand and be sensitive to the diverse academic, socioeconomic, cultural and ethnic backgrounds of students, including those with disabilities.
- Work effectively within diverse student, staff, and community populations.
- Communicate effectively orally and in writing.
- Supervise the administration of the institution's budget.
- Supervise and evaluate the performance of assigned staff.
- Interpret, apply and explain rules, regulations, policies and procedures.
- Establish and maintain cooperative and effective working relationships with others.
- Operate a personal computer and assigned software.
- Analyze situations accurately and adopt an effective course of action.
- Plan and organize work.
- Meet schedules and timelines.
- Work independently with little direction.
- Use interpersonal skills and exercise tact, patience and courtesy.
- Resolve problems effectively using conflict resolution skills.
- Direct the maintenance of a variety of reports and files related to assigned responsibilities.
- Develop creative solutions.
- Promote scholarship and professional development.

REQUIRED QUALIFICATIONS:

- An earned master's degree from an accredited higher education institution.
- Successful senior administrative-level experience in progressively responsible, reasonably related executive positions.
- Demonstrate a strong record of achievement that includes administrative experience in educational institutions, business, industry, government and/or non-profit organizations.
- Demonstrated sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation and ethnic backgrounds of community college students.

DESIRED QUALIFICATIONS:

- An earned doctorate degree from an accredited higher education institution
- Senior administrative leadership experience in higher education.
- Teaching/counseling experience in higher education.

WORKING CONDITIONS:

- Travel within and outside of the District in performing responsibilities and functions.
- Office work environment.
- Attendance at multiple meetings.
- Extended periods of sitting.

1B. 2011-2012 COMPTON COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES SELF-EVALUATIONS

1. It is recommended that the Special Trustee discuss the 2012-2013 Compton Community College District Board of Trustees Self-Evaluations

Compton Community College District Governing Board
Board's Leadership: How Do We Rate Checklist

Name (Optional) _____ Date _____

Please check the applicable box in Section A.

Section A: Period/Date Rated

July, 2011 – June, 2012

INSTRUCTIONS:

Use this checklist to check your perception of the Elected Board's leadership this period. Be as objective as you can. You will receive this checklist in your board packet annually. Please complete and submit it to the Special Trustee at the appropriate Board meeting. **NOTE:** "We" refers to 100% of the Board, e.g., 7 out of 7. If you are aware of one or more Board member(s) not in compliance with their duties and/or responsibilities as a Board member, per the question asked, circle "No" as your answer.

Section B: Circle your answer to each area question in the columns to the right.

AREAS	QUESTIONS	ANSWERS	
1.	Have we created an environment in which the CEO has the power to lead the District?	Yes	No
2.	Have we delegated authority to the CEO to lead and administer?	Yes	No
3.	Are we keeping the CEO informed, adhering to the rule of "no surprises"?	Yes	No
4.	Are we honoring the CEO as the point of contact for the District?	Yes	No
5.	Do we fully consider information and recommendations offered by the CEO?	Yes	No
6.	Are we supporting professional development for the CEO?	Yes	No
7.	Are we adhering to the standards of Board ethics?	Yes	No
8.	Are we ensuring that the CEO has the resources needed to do the job?	Yes	No
9.	Do we respect and support the CEO?	Yes	No

10.	Do we alert the CEO and Board President about our concerns prior to going public with them?	Yes	No
11.	Do all Board members receive the same communications from the CEO?	Yes	No
12.	Do we make it a practice to share information and questions with other Board members and the CEO without violation of the Brown Act?	Yes	No
13.	Do we keep the CEO informed about our contacts in the community, discussions with legislators and other policymakers, calls from citizens or District staff?	Yes	No
14.	Do we help the CEO in being effective by not making unnecessary demands on him?	Yes	No
15.	Do we provide guidance, support, dialogue, information, and feedback to our CEO?	Yes	No
16.	Do we rely on our CEO for leadership and have confidence in his recommendations?	Yes	No
17.	Is our time spent in governing, not managing, the District?	Yes	No
18.	Is the Board sensitive to the concerns of students and employees while maintaining impartiality and support for the CEO?	Yes	No
19.	Do we honor the professionalism of District staff by allowing them to perform their duties?	Yes	No
20.	As trustees, do we monitor ourselves carefully to ensure that offering opinions to the CEO and staff is not construed as directions?	Yes	No
21.	When issues arise, do we question whether the advice we are about to offer reinforces our policy role, or is it an administrative decision?	Yes	No
22.	Do the Board President and the CEO emphasize that individual Trustees' opinions are simply opinions and that the only legitimate advice to the CEO comes from the Board as a whole?	Yes	No
23.	Do we have a clear understanding, as a Board, of what responsibilities must be redeemed by the CEO?	Yes	No
24.	Do we recognize that the Board (not a single Trustee) has the right to give provide advice to only one employee, the CEO?	Yes	No
25.	Have we done anything as a Board this year to foster trust? If your answer is "Yes", write on the flipside of this page what we did this quarter, as a Board, to foster trust.	Yes	No
26.	Do we acknowledge that the CEO directs the staff, and not the Board?	Yes	No

27.	Do we invest the time in planning meetings to ensure success? [generate items; develop criteria; apply criteria]	Yes	No
28.	Do we model the behaviors that the Board values? [consensus building? starting/finishing on time? moving the agenda forward?]	Yes	No
29.	Do the CEO, Board President and other Trustees have a cooperative relationship?	Yes	No
30.	Do we invest the time to create an identity for our Board and a sense of teamwork?	Yes	No
31.	Does the Board work effectively to move deliberations and operations to the level of setting policy, goals, priorities, processes and frameworks, and monitor implementation?	Yes	No
32.	Has Board advice adhered to the Vision, Mission, Goals, and Values it has articulated to staff, students, and the public?	Yes	No
33.	Have Board advice been guided by institutional research, effective program review analysis, and support of institutional best practices that enable student learning?	Yes	No
34.	Do we provide fair, consistent, and constructive feedback to the CEO?	Yes	No

Section C: Please compute your score below.

A. Count “3” points for each “Yes” answer and “0” for each “No”
 Number of “Yes” answers _____ x 3 points = _____ **TOTAL SCORE** _____

B. Summary

- i. What score did you give the Board? _____
- ii. What are our strong points this quarter? (List areas by the applicable number(s) in the first column):

- iii. Where do we need to improve? (List areas by the applicable number(s) in the first column.)

C. **Grade** your perception of the Board’s Leadership this quarter with this scale. **Check your grade.**

- | | |
|---|--|
| <input type="checkbox"/> Effective: 90 or above
<input type="checkbox"/> Acceptable: 66 – 75 | <input type="checkbox"/> Good: 78 – 87
<input type="checkbox"/> Needs Improvement: Under 66 |
|---|--|

D. Has our Board been an effective leader this quarter? _____ If not, what will it take to become one next quarter? (Write your response on the flipside of pages 1 and/or 2 of this document.)

1C. COMPTON COMMUNITY COLLEGE DISTRICT ELECTED BOARD OF TRUSTEES 2012-2013 GOALS

It is recommended that the Special Trustee discuss the 2012-2013 Compton Community District Elected Board of Trustees Goals

- I. Participate in community activities and events and bring observations to the Board.
 - a. Attend events in the community.
 - b. Bring copies of community events and activities to other Elected Board members.

- II. Participate in the operation of the District at Board Meetings.
 - a. Speak freely and openly on policy issues.
 - b. Solicit opinions of fellow Elected Board members.
 - c. Present ideas during discussion section of Board Meetings.

- III. Continue a Trustee education program.
 - a. Attend a conference on Trustee responsibilities.
 - b. Submit materials from various sources to fellow Trustees.
 - c. Read Trustee education materials sent by various organizations.
 - d. Participate in District sponsored study sessions.

- IV. Support the CCCD Facilities Master Plan.
 - a. Monitor and approve Measure CC fiscal updates.
 - b. Study, review and receive the 2011-2012 Measure CC Bond financial audit.
 - c. Continue construction program.
 - d. Review construction program activities.

- V. Fiscal Responsibilities.
 - a. Study, review and approve the 2012-2013 Budget.
 - b. Study, review and receive the 2011-2012 annual financial audit.
 - c. Monitor 2012-2013 Budget.
 - d. Respond to national, state and local fiscal changes.

- VI. Support Partnership with El Camino College
 - a. Receive and review El Camino College Accreditation reports for the Compton Center.
 - b. Receive and review El Camino College Compton Center Student Learning Outcomes update.
 - c. Study, review, and provide input on the Partnership Agreement with El Camino College.
 - d. Study, review, and provide input on the Facilities Memorandum of Understanding with El Camino College.

- VII. Support the Foundation for Compton Community College District.
 - a. Support the Foundation activities.
 - b. Develop community involvement in the Foundation.

- VII. Support the Compton Community College District Redistricting Action Plan.
 - a. Submit new Trustee Areas to Los Angeles County Recorder and to the California Community College Board of Governors.

- VIII. Required Board Training.
 - a. Ethics, per AB 1234.
 - b. Sexual Harassment.

Agenda for the Compton Community College District Board of Trustees
from
Office of the Interim CEO
Keith Curry

2A. FACILITIES MEMORANDUM OF UNDERSTANDING BETWEEN COMPTON COMMUNITY COLLEGE DISTRICT AND EL CAMINO COMMUNITY COLLEGE DISTRICT.

It is recommended that the Special Trustee approve the Facilities Memorandum of Understanding between Compton Community College District and El Camino Community College District.

June 7, 2012

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (“MOU”) is made and entered into this [redacted]th day of [redacted] in the year 2012, by and between [the COMPTON COMMUNITY COLLEGE DISTRICT](#) (hereinafter referred to as “Compton”) and the “EL CAMINO COMMUNITY COLLEGE DISTRICT” (hereinafter referred to as “El Camino” and collectively, as the “Parties”).

WHEREAS, the State of California has approved a Capital Outlay Project to the El Camino Community College District, El Camino College Compton Center for “Infrastructure Replacement Phase 1” in the total amount of approximately \$37,714,000. Approximately \$31,180,000 will be from the State of California and approximately \$6,534,000 from Compton Local Bond Funds (Measure CC);

WHEREAS, the State of California has approved a Capital Outlay Project to the El Camino Community College District, El Camino College Compton Center for “Infrastructure Replacement Phase 2” in the total amount of approximately \$19,498,000. Approximately \$17,248,000 will be from the State of California and approximately \$2,250,000 from Compton Local Bond Funds (Measure CC);

WHEREAS, the State of California has approved a Capital Outlay Project to the El Camino Community College District, El Camino College Compton Center for “Allied Health Renovation” in the total amount of approximately \$ 13,270,000. Approximately \$8,946,000 will be from State of California and approximately \$4,324,000 from Compton Local Bond Funds (Measure CC). Note: all approved Capital Outlay Plan projects cited in the above Recitals shall be individually referred to as “Project” and collectively referred to as “Projects”;

WHEREAS, since the State of California Department of Finance requires the Capital Outlay Projects approved for Compton to be in the name of El Camino for the Projects to be constructed on Compton’s property, the Parties would like to set forth each Party’s rights and responsibilities for the Projects in this MOU; (Note: These Capital Outlay Projects – including, but not limited to, bid awards require approval at all levels, including Compton, El Camino, Chancellor’s Office and Department of Finance.) *Note: That the State of California will adjust these numbers at various stages of the project.

WHEREAS, the Parties agree to commit to a collaborative process where each Party will provide input and recommendations to be considered in earnest by the other Party, with the Parties working together to make collaborative decisions for the benefit of the Projects;

WHEREAS, the Parties agree that El Camino will take primary responsibility to manage the design, construction, State of California funding issues, and related activities necessary to complete the Projects, and Compton will take primary responsibility for local financing (Measure CC), and provide oversight and approvals as necessary;

WHEREAS, when El Camino and Compton are required to review or approve any items necessary to complete the Projects, each shall do so in a timely manner as to not delay progress or completion of the Projects, and any approvals shall not be unreasonably withheld, and,

WHEREAS, the parties wish to use the provisions of this MOU as a model for future projects of a similar nature.

NOW, THEREFORE, the Parties hereto agree as follows:

1. **No Transfer or Waiver of Rights.** Nothing in this Agreement shall be construed as Compton transferring or waiving to El Camino or any other party, any rights whatsoever to any property, fixtures, equipment, facilities etc. related to the Projects. All rights or title to any property (real, personal or others) shall be retained by Compton unless otherwise expressly agreed to in writing by Compton.

2. **Term.** The term of this MOU shall be from approval of this MOU by ECCCD Governing Board of Trustees and CCCD's Special Trustee until final completion of all Projects, or as modified in writing and signed by both Parties.

3. **Funding/ Financial Responsibilities.**

A. El Camino and its consultants shall maintain books and records of revenue received and expenses incurred to complete planning, design, bidding and construction of the Projects. Personnel or its consultants utilized by El Camino to perform accounting and related functions under this Agreement shall be skilled, trained and experienced in maintaining accounting books and records relating to design, bidding and construction of public works projects.

Accounting books and records developed and maintained by El Camino hereunder shall be: (i) consistent with generally accepted accounting principles applied in a consistent manner; (ii) El Camino policies; and (iii) available at all times to the District for inspection, review or reproduction. Accounting books and records maintained by El Camino College shall be in accordance with District policies and requirements. Additionally, the Program Manager shall assist with audit preparation.

a. El Camino and its consultants shall maintain records of expenditures incurred to complete planning, design, bidding and construction of the Projects. Records of expenditures must incorporate functions required by the El Camino including without limitation, sorting expenditures by the following: (i) per Project; (ii) per Project year- to- date; (iii) cumulative per Project; (iv) Projects year-to-date; and (v) by categories of expenditures.

- B. Compton shall have responsibility for all local (including Measure CC) financial commitments related to the Projects, including the payment of appropriate professional consultants or other third parties necessary to plan, design, construct and complete the Projects including, but not limited to, architects, engineers, contractors, etc. (collectively, “Consultants” and/or “Vendors”). Compton shall be responsible to maintain proper cash flow for projects. Compton shall provide timely payments to all consultants’ and/or vendors associated with these projects.
- C. The Parties shall cooperate and provide each other all necessary information and documents to properly and timely submit Capital Outlay Reimbursement Claims to the State of California related to the Projects. El Camino shall review, approve and submit any such Claims prior to submittal to the State of California for reimbursement.
- D. El Camino shall ensure timely disbursement of all received funds from the State of California related to the Projects less the amounts received for payments related to 3 A. a. The Parties agree to provide each other a detailed accounting of all State of California Funds associated with the Projects and such accounting records shall be presented to the other Party on a monthly basis or other regular basis reasonably requested by the other Party.

4. **Budgets.** El Camino shall develop budgets for the Projects based on the amounts approved by the State of California in the Capital Outlay Plans. This information shall be made available to Compton for review and approval. El Camino shall update all budgets for the Projects on a regular basis, or as necessary, which shall contain, to the extent possible, real-time information including the following:

- A. Original/ approved budget vs. current budget
- B. Original/ approved budget vs. amounts spent/ committed/ projected
- C. List of all funding sources and amounts
- D. Budget and contract growth analysis
- E. Contract schedule growth analysis
- F. Contract percentage spent analysis

5. **Project Costs and Tracking.** El Camino shall monitor and track all costs to ensure such costs are within the approved budgets for the Projects. This information shall be made available to Compton for review and approval. El Camino shall update all costs related to the Projects on at least a monthly basis, or as necessary, which shall contain, to the extent possible, real-time information including:

- A. Cost status by budget category: budgets, contracts, proposed changes, change orders, amounts paid to date, projected costs to complete vs. budget variances and requests for information (“RFI’s”).

- B. Contracts: original contract amounts, change orders, current contract amounts, proposed changes and approved payments. Any changes to contracts prepared by El Camino shall be made available to Compton for review and approval.
- C. Payment requests/invoices: amounts requested, approved, retention, amounts paid and dates paid, amounts received and dates received.
- D. Compton agrees that the State of California funding for management of the projects shall remain with El Camino for payment to a construction management firm for its actions undertaken in this MOU.
- E. Compton shall provide, at no cost to El Camino, sufficient space, supplies, and equipment to enable El Camino to manage the El Camino projects constructed on the Compton property, including sufficient onsite trailer space and communication hookups such as telephone, computer, and the like.
- F. Compton shall be responsible for any and all attorney's fees pertaining to the capital outlay projects under this MOU. Compton shall not unreasonably withhold such approval, and shall act in the best interest of the parties and the project.

Compton shall have the authority to review all monthly payment applications related to the Projects.

6. **Project Accounting.** The Parties agree to cooperate and coordinate accounting formats and procedures for the Projects that are compatible and consistent with each Party's existing accounting requirements, as well as those of the Los Angeles County Office of Education.

7. **Schedules.** El Camino shall prepare a master schedule for all Projects, as well as individual schedules for each Project, for review and approval by Compton. El Camino shall update the master and Project schedules on a regular basis, or as necessary, which shall contain, to the extent possible, real-time information including: major Project milestones, schedule for design, construction and close-out of Projects. El Camino shall provide all scheduling updates to Compton in a timely manner.

8. **Monthly Reports.** El Camino shall prepare monthly status reports including updates and information as required in this MOU related to the budgets, costs, schedules and safety issues for the Projects. These reports shall be provided to Compton for review in a timely manner.

9. **Consultants and Contracts.** Except for program managers, construction managers or project managers Compton shall contract with appropriate professional Consultants necessary to plan, design, construct and complete the Projects. Both Compton and El Camino shall have joint authority to approve all Consultants under contract with El Camino related to the Projects. If the Parties cannot agree on the selection of a particular Consultant, the Chancellor of the California Community Colleges decision will govern.

10. **Bidding and Construction.** El Camino shall prepare bid documents for construction of the Projects. If Compton elects to prequalify any Consultants related to the Projects, El Camino shall approve such process for prequalification.

11. **Documents.** Compton shall be provided clearance and access to review all relevant Project documents, except to the extent any such information or documents are protected by any applicable privileges or not subject to disclosure under applicable laws. If there are any documents

that are only available as a hard copy or not available in an electronic format, El Camino will provide hard copies of such documents to Compton and Compton will provide hard copies of such documents to El Camino.

12. **Insurance.** Until completion of all Projects, El Camino and Compton shall either be self-insured or maintain workers' compensation and comprehensive liability insurance providing coverage for public liability, automobile liability, bodily injury and property damage. El Camino shall require all Consultants performing work or providing services for the Projects to be properly insured and obtain the required bonds. All Consultant contracts entered into by El Camino for the Projects shall include a requirement that Compton be named as an additional insured on all policies and that any indemnity/hold harmless provisions include El Camino as an express named indemnitee.

13. **Indemnity.**

A. El Camino shall, to the extent permitted by law, indemnify, defend, and hold harmless Compton, its officers, agents and employees, from all actions, claims or liabilities for any injury, death, damage, or loss to person or property, that arise in any manner from the acts or omissions of El Camino, its officers, agents and employees in the performance of this MOU, including, but not limited to, all actions, claims or liabilities arising or connected in any way with El Camino's actions taken pursuant to this MOU.

B. Compton shall, to the extent permitted by law, indemnify, defend, and hold harmless El Camino, its officers, agents and employees, from all actions, claims or liabilities for any injury, death, damage, or loss to person or property, that arise in any manner from the acts or omissions of Compton, its officers, agents and employees in the performance of this MOU, including, but not limited to, all actions, claims or liabilities arising or connected in any way with Compton's actions taken pursuant to this MOU.

C. The provisions of indemnity set forth in this Section shall not be construed to obligate a party to pay any liability including, but not limited to, punitive damages, which by law would be contrary to public policy or otherwise unlawful.

14. **Collaborative Process.** The Parties will endeavor to make decisions related to the Projects in a collaborative manner after considering each Party's input and recommendations. If there are any differing opinions or conflicts between the Parties related to how the Projects should be completed, a meeting with the Compton Chief Executive Officer or his/her designee and the El Camino Vice President of Administrative Services or his/her designee shall be held. The parties shall establish a joint facilities management team, co-chaired by the El Camino Vice President of Administrative Services and the Compton Chief Executive Officer or his/her designee. The team shall meet on a regular basis, generally monthly.

15. **Entire Agreement.** This MOU contains the entire agreement between the Parties with respect to the matters covered hereby, and supersedes all prior agreements, written or oral, between the Parties. No other agreement, or promise made by any Party not contained herein shall be binding or valid. This MOU shall be construed as one document and all of the agreements herein are in

exchange for and in consideration of the commitments of each and all of the Parties herein as set out above. This MOU may be amended only by a writing signed by the Parties.

16. **Enforceability.** Should any provision of this MOU be declared or determined by any court of competent jurisdiction to be illegal, invalid, or unenforceable, the legality, validity, and enforceability of the remaining parts, terms, or provisions shall not be affected thereby and said illegal, unenforceable, or invalid part, term, or provision shall be deemed not to be part of this MOU.

This MOU shall be construed, determined and enforced in accordance with the laws of the State of California of California with venue in Los Angeles County, California.

17. **Construction.** The Parties agree that each Party has been represented by counsel; that counsel for each Party has reviewed this MOU; and that any rules of construction to the effect that ambiguities are to be resolved against the drafting Party shall not apply in any interpretation of this MOU or any amendments or exhibits thereto.

18. **Attorneys' Fees.** In the event of a dispute under this MOU, each Party shall bear its own attorneys' fees and costs.

19. **Assignment.** No Party shall assign this MOU or any right or privilege any Party might have under this MOU without the prior mutual written consent of all Parties hereto.

20. **Effect of Recitals.** The Recitals herein are deemed true and correct, are hereby incorporated into this MOU as though fully set forth herein, and the Parties acknowledge and agree that they are each bound by the same.

21. **Conflicts of Interest.** No director, officer, official, representative, agent, or employee of any Party shall have any financial interest, direct or indirect, in this MOU.

22. **Cooperation.** The Parties acknowledge that it may be necessary to execute documents other than those specifically referred to herein in order to complete the objectives and requirements that are set out in this MOU. The Parties hereby agree to cooperate with each other by executing such other documents or taking such other actions as may be reasonably necessary to complete the objectives and requirements set forth herein in accordance with the intent of the Parties as evidenced in this MOU.

23. **Third Party Beneficiaries.** Nothing in this MOU shall be construed to confer any rights upon any party not signatory to this MOU.

24. **Counterparts.** This MOU may be executed in any number of counterparts, each of which shall be deemed an original and all of which shall constitute together one and the same instrument.

The Parties, through their authorized representatives, have executed this MOU as of the day and year first written above.

Compton Community College District:

By: _____
Thomas E. Henry Special Trustee

EI Camino Community College District:

By: _____
Thomas M. Fallo, Superintendent/President

I have reviewed this Memorandum of Understanding and assent to its terms. I also confirm that the Special Trustee has the power to sign it and, acting in accordance with the authority I have granted him under the law, to bind Compton Community College District to the terms set forth in the agreement.

Jack Scott, Chancellor
California Community Colleges

Agenda for the Compton Community College District Board of Trustees
from
Administrative Services
Felipe Lopez, CBO

3A. AGREEMENTS

- 1. CONSULTANT: EL CAMINO COMMUNITY COLLEGE DISTRICT**
SERVICES: Administrator on loan – Barbara Perez an Employee of El Camino to the Center to work as Special Services Professional Contract Manager, Subject to the State Personnel Board Rule 427 and in accordance with Government Code, Section 19050.8. For services rendered during fiscal year 2012-2013
- REQUESTING DEPT:** ACADEMIC AFFAIRS
FUNDING: GENERAL FUND UNRESTRICTED
DATES: 07/01/12 – 06/30/13
NTE: \$166,000.00

The Center will reimburse El Camino to cover the salary and employer-paid benefits that the employee will continue to receive while working at the center. Payment will be made monthly in arrears upon receipt of an invoice for the services provided each month. The agreement, however, will be amended to reflect any adjustments in salary and/or employer-paid benefits that may go into effect during the term of this agreement.

The term of the agreement shall be from July 1, 2012 through June 30, 2013. This agreement may be extended with the consent of all parties under the authority of Section 19050.8 of the Government Code.

- 2. CONSULTANT: EL CAMINO COMMUNITY COLLEGE DISTRICT**
SERVICES: Administrator on loan - Rodolfo Ramos Jr. an Employee of El Camino to the Center to work as Special Services Professional Contract Manager, Subject to the State Personnel Board Rule 427 and in accordance with Government Code, Section 19050.8. For services rendered during fiscal year 2012-2013
- REQUESTING DEPT:** MIS
FUNDING: GENERAL FUND UNRESTRICTED
DATES: 07/01/12 – 06/30/13
NTE: \$35,750.00

The Center will reimburse El Camino to cover the salary and employer-paid benefits that the employee will continue to receive while working at the center. Payment will be made monthly in arrears upon receipt of an invoice for the services provided each month. The agreement, however, will be amended to reflect any

adjustments in salary and/or employer-paid benefits that may go into effect during the term of this agreement.

The term of the agreement shall be from July 1, 2012 through June 30, 2013. This agreement may be extended with the consent of all parties under the authority of Section 19050.8 of

- 3. CONSULTANT:** **H.E. ENTERTAINMENT**
SERVICES: To provide live musical entertainment for the Commencement Reception including Big Band music, Jazz and Blues
REQUESTING DEPT: STUDENT LIFE
FUNDING: GENERAL FUND UNRESTRICTED
DATES: 06/07/12 – 06/07/12
NTE: \$2,600.00
- 4. CONSULTANT:** **INTELECOM ONLINE RESOURCES NETWORK**
SERVICES: To provide faculty the right to incorporate instructional media materials from the Intelcom Online Resources Network in their online and on-campus classes
REQUESTING DEPT: ACADEMIC AFFAIRS
FUNDING: GENERAL FUND UNRESTRICTED
DATES: 07/01/12 – 06/30/13
NTE: \$1,500.00
- 5. CONSULTANT:** **LOS ANGELES COUNTY OFFICE OF EDUCATION**
SERVICES: To provide the Compton Community College District with the capability of downloading information from use of personal computer proprietary software products in connection with LACOE's Human Resources (HRS) and PeopleSoft Financial System (PSFS)
REQUESTING DEPT: BUSINESS SERVICES
FUNDING: GENERAL FUND UNRESTRICTED
DATES: 07/01/12 – 06/30/13
NTE: \$21,980.00
- 6. CONSULTANT:** **THE COMMUNITY COLLEGE FOUNDATION**
SERVICES: To prepare individuals and families to make an informed decision about becoming foster and adoptive families.. The Partnering for Safety and Permanence – Model Approach to Partnership in Parenting Training Services (PSMAPP) brings awareness and collaboration with community services and the community served by the District
REQUESTING DEPT: STUDENT SERVICES
FUNDING: GENERAL FUND RESTRICTED
DATES: 08/01/12 – 07/31/13
NTE: \$15,000.00 (REVENUE) –Agreement Sum
Number of Series: 2 (Two)
Agreement Number: 846-120

**7. CONTRACTOR:
SERVICES:**

XEROX – RENTAL/LEASE AGREEMENT

Provide items to be leased by the District under the MHEC Contract (Midwestern Higher Education Commission) Effective date: July 1, 2008 and WICHE (Western Interstate Commission for Higher Education): Xerox Color 770 - 60 Month Lease \$1,354.71 Per Mo.; 70 Pages per Minute - Rate: \$.049 Per Copy; *EFI Workflow Software; *Light Production Booklet Maker Finisher; *Multi Position Hole Punch; *Color Training;*Analyst Services; *Maintenance / No Volume Commitment;

Xerox D110 – 60 Month Lease \$774.01 Per Mo.; 110 Copies per Minute – Rate: \$.0089 Per Copy; EFI Fire Controller; Bypass Chute; Booklet Maker; Bypass Unit; 2 Hole Punch; 3 Hole Punch; Customer Training; Analyst Services; Maintenance / No Volume Commitment

Xerox 5775 B/W CPC – 60 Month Lease \$545.56 Per Mo.; 75 Copies Per Minute – Rate: \$.0069 Per Copy; Stapler Finish; Booklet Maker; Mono Scanning Kit; 3 Hole Punch; Customer Training; Analyst Services; Maintenance / No Volume Commitment

REQUESTING DEPT:

FUNDING:

DATES:

NTE:

MIS

GENERAL FUND UNRESTRICTED

06/19/12 – 06/30/2017

\$3,405.88 per month for 60 months

Xerox – Duplo Offline Perfect Binder – DB280

60 Month Lease \$262.98 Per Mo.

*Installation Cost

*Operator Training

*Shipping & Handling

*Annual Maintenance Rate: \$1,488.00

(Approx. \$204,352.80 Total Cost – (Additional Cost for Training of Operator \$6,132.00 Annually & Maintenance Fees \$ 1,488.00 Annually) Total Estimated Annual Cost: \$11,707.56.

AMENDMENT

- 1. CONTRACTOR:** **VAVRINEK, TRINE, DAY & CO., LLP**
SERVICES: Original agreement board approved on February 16, 2010. This is the second amendment to this agreement and is in the amount of \$100,000 and will increase maximum approved compensation from \$303,260 to \$403,260. To provide an independent audit for fiscal years ending June 30, 2010 through June 30, 2012 and re-evaluate each of the post-closing adjustments and to include the additional compliance requirements related to the 2010-2011 State General Apportionment Funding which required recalculation of the 2009-2010 contract hours of attendance as well as changes to the required compliance testing for students actively enrolled and concurrently enrolled testing. The Period of Performance shall now be amended from June 30, 2012 to January 31, 2013. To provide the compensation allocated for the additional amount of time and expense in completing the audit procedures
- REQUESTING DEPT:** BUSINESS SERVICES
FUNDING: GENERAL FUND UNRESTRICTED
DATES: 06/30/10 – 01/31/2013
NTE: \$403,260.00

3B. AMENDMENT 03 - LOCAL AGREEMENT FOR CHILD DEVELOPMENT SERVICES (REVENUE) – CCTR-1092

Original agreement board approved on July 12, 2011. This amendment will decrease the Maximum Reimbursable Amount (MRA) payable pursuant to the provisions of this agreement shall be amended by deleting reference to \$277,558.00 and inserting \$252,558.00 in place thereof.

The minimum Child Days of Enrollment (CDE) Requirement shall be amended by deleting reference to 8,073.0 and inserting 7,346.0 in place thereof.

It is recommended that the Board of Trustees approve the Local Agreements for Child Development Services for 2011-2012 REVENUE

F.Y. 2011-12 – Total amount encumbered by this contract: \$252,558.00
Contract Number: CCTR-1092
Program Type: GENERAL CHILD CARE & DEVELOPMENT PROGRAM
Project Number: 19-6442-00-1
Period of Performance: July 1, 2011 – June 30, 2012

3C. AMENDMENT 03 - LOCAL AGREEMENT FOR CHILD DEVELOPMENT SERVICES (REVENUE) – CSPP-1177

Original agreement board approved on July 12, 2011. This amendment will increase the Maximum Reimbursable Amount (MRA) payable pursuant to the provisions of this agreement shall be amended by deleting reference to \$318,425.00 and inserting \$343,425.00 in place thereof.

The minimum Child Days of Enrollment (CDE) Requirement shall be amended by deleting reference to 9,262.0 and inserting 9,989.0 in place thereof.

It is recommended that the Board of Trustees approve the Local Agreements for Child Development Services for 2011-2012 REVENUE

F.Y. 2011-12 – Total amount encumbered by this contract: \$318,425.00

Contract Number: CSPP-1177

Program Type: CALIFORNIA STATE PRESCHOOL PROGRAM

Project Number: 19-6442-00-1

Period of Performance: July 1, 2011 – June 30, 201

3D. ESTIMATED ENROLLMENT FEE REVENUE REPORT CCFS-323 CALIFORNIA COMMUNITY COLLEGES

This report is required by the California Community College to be filed each quarter on the District’s Financial Status

Estimated Enrollment Fee Revenue

4/15/2012 Report - Second Principal Apportionment

	<u>Fees Paid</u>	<u>Receivables</u>	<u>Total Fees</u>
Enrollment Fee Revenue			
Enrollment Fee Revenue 1 (ESC 76300)	\$128,064.00	\$264,034.00	\$392,098.00
ESC 76140 (k) Enrollment Fee Revenue 2 (Students from bordering states)	-	-	-
Total Enrollment Fee Revenue	<u>\$128,064.00</u>	<u>\$264,034.00</u>	<u>\$392,098.00</u>

3E. BUDGET ADJUSTMENTS/AUGMENTATIONS/TRANSFERS

It is recommended that the Special Trustee approve or ratify the following adjustments, augmentations, and transfers. The adjustments do not adversely affect the total District budget.

**I. General Fund – Unrestricted and Restricted
II. Other Funds**

I.

(a) General Fund - Unrestricted

Expenditures:

-FROM-		
<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
1XXX	Academic Salaries	\$ 38,069.00
4XXX	Supplies and Materials	450.00
		<u>\$ 38,519.00</u>

-TO-

<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
2XXX	Classified and Other Nonacademic Salaries	\$ 22,483.00
3XXX	Employee Benefits	4,586.00
5XXX	Other Operating Expenses and Services	11,000.00
6XXX	Capital Outlay	450.00
		<u>\$ 38,519.00</u>

Summary Total **\$ 0.00**

Total Transfer Amount - \$38,519.00

Summary of Transfers:

Academic Salaries - \$38,069 reallocated to classified salary and benefits for the Outreach Specialist, other operating expenses (DSPS consultants) and capital outlay (additional funds for Nursing Dept. equipment.)

(b) General Fund - Restricted

Revenue:

<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
8600	General Apportionment/State Revenue - BFAP	\$ 37,716.00
8600	General Apportionment – FKE Carry forward	431.00
8800	Other Local Income – Miscellaneous Scholarships	8,271.00
		<u>\$ 46,418.00</u>

-FROM-

Expenditures:

<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
2XXX	Classified and Other Nonacademic Salaries	\$ 12,483.00
3XXX	Employee Benefits	4,586.00
4XXX	Supplies and Materials	9,976.00
5XXX	Other Operating Expenses and Services	10,398.00
6XXX	Capital Outlay	4,000.00
7XXX	Other Outgo	21,619.00
		<u>\$ 63,062.00</u>

-TO-

<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
2XXX	Classified and Other Nonacademic Salaries	\$ 32,716.00
4XXX	Supplies and Materials	1,279.00
5XXX	Other Operating Expenses and Services	11,264.00
6XXX	Capital Outlay	362.00
7XXX	Other Outgo	63,859.00
		<u>\$ 109,480.00</u>

Summary Total **\$ 0.00**

Total Transfer and Increase in Revenue - \$109,480.00

Summary of Transfers:

General Apportionment/State Revenue – \$37,716 in additional funds allocated to BFAP and budgeted for additional classified salaries and benefits and other operating expenses and services to provide funds for required Financial Aid Department event. FKE carry forward budgeted to pay outstanding invoice.

Other Local Income - \$8,271 received in miscellaneous scholarship income budgeted in restricted fund to facilitate disbursement to students

Classified and Other Nonacademic Salaries - \$32,716 of additional funds budgeted for BFAP classified and student worker salaries

Supplies and Materials - \$1,279 transferred from other object codes with unused budget to cover outstanding expenses.

Other Operating Expenses and Services - \$11,264 transferred from various object codes to cover anticipated year end expenses and BFAP required event.

Capital Outlay - \$362 transferred to cover outstanding invoice
\$42,744 from citations allocated to cover equipment costs

Other Outgo – \$63,859 reallocated from other object codes with unused budget to in EOPS/CARE Program to provide funds for student services (bus passes, books and supplies)

3F. DECLARATION OF INDEFINITE SALARIES FOR PAY 2012-2013

It is recommended that the Special Trustee approve the Indefinite Salaries for Pay Resolution for Fiscal Year 2012-2013.

As a result of financial uncertainties, negotiations, legislation, and other factors, the governing board hereby declares that all management, confidential, and other unrepresented employee salaries are declared indefinite for 2012-2013

It is recommended that the Special Trustee approve the Declaration of Indefinite Salaries for Retroactive Pay Resolution

3G. RATIFICATION RESOLUTION OF THE BOARD OF TRUSTEES OF THE COMPTON COMMUNITY COLLEGE DISTRICT REQUESTING THE ISSUANCE OF 2012-2013 TAX AND REVENUE ANTICIPATION NOTES

Government Code Sections 53850 and 53858 grant Community College Districts the ability to issue Tax and Revenue Anticipation Notes (TRANs) during times when District's anticipate they may experience cash shortfalls. Cash shortfalls may arise due to the timing differential of monthly cash receipts and disbursements throughout the 2012-2013 fiscal year.

System-wide, the Governor's proposed budget calls for deferrals totaling approximately \$1 billion in fiscal year 2012-13. It is projected that this deferral to the Compton Community College District will be approximately \$8 million.

It is recommended that the Special Trustee adopt the Resolution authorizing and approving:

1. The borrowing of funds for Fiscal Year 2012-2013 not to exceed \$3.5 M;
2. The issuance and sale of a 2012-2013 tax revenue anticipation note (TRAN), and
3. Participation in the Los Angeles County Schools Revenue Anticipation Note (TRAN) for the 2012-2013 fiscal year.

A complete copy of the resolution can be viewed at:

http://district.compton.edu/board_of_trustees/Resolution-05-15-2012a.pdf

3H. 2012-2013 TENTATIVE BUDGET

It is recommended that the Tentative Budget be approved for the following funds: General Fund-Unrestricted, General Fund-Restricted, Line of Credit, Workers' Compensation, Child Development, Capital Outlay, General Obligation Bond, General Obligation Bond 2012C, Property and Liability Self-Insurance for the 2012-2013 fiscal year.

California Code Regulations Section 58305(a) requires that, on or before the first day of July, each community college district shall file a tentative budget with the County Superintendent of Schools. The tentative budget is posted on the Compton Community College District website: http://district.compton.edu/district_budget/index.asp, and is available in the Office of the Interim Chief Executive Officer.

**Agenda for the Compton Community College District Board of Trustees
from
Facilities Planning and Development
Felipe Lopez, CBO**

4A. AGREEMENTS

- 1. CONSULTANT: HMC ARCHITECTS**
SERVICES: To provide master architect services. Support the district in the preparation of the Five-Year Construction Plan. Develop initial project proposals and final project proposals, attend Chancellor's Office and DSA meetings as requested; coordinate the development of campus standards. Review architectural designs for conformance with the campus standards and design guidelines and for conformance with Chancellor's Office requirements. Provide support to the Citizen's Oversight Committee and provide other support services as needed the Compton Community College District/El Camino College Compton Center and prepare reports, drawings, plans, specifications and/or other documentation as appropriate
- REQUESTING DEPT:** BOND MEASURE CC
FUNDING: BOND FUND
DATES: 07/01/12 – 06/30/13
NTE: \$100,000.00
- 2. CONSULTANT: VANIR CONSTRUCTION MANAGEMENT, INC.**
SERVICES: To provide professional program management services and a variety of support services including estimating, scheduling, Building Information Modeling, energy technology, management and contract administration and has been providing program management and related management activities to the district in support Capital Facilities development at the Compton Community College District site
- REQUESTING DEPT:** BOND MEASURE CC
FUNDING: BOND FUND
DATES: 07/01/12 – 12/31/12
NTE: \$130,000.00 / 40 hours per week at a rate of \$125 per hour

4B FACILITIES PLANNING AND DEVELOPMENT – CHANGE ORDER REPORT FOR MEASURE CC. PROP 39 PROJECTS

1. Southland Industries - Change Order #4 MIS Project

The District has a contract with Southland Industries to renovate the MIS project approved by the Board on June 12, 2011. See attached BSD 7 - Emergency Resolution No. 10-11/030811 for Provision of Repairs of Data and Network Systems at the MIS building.

<u>Contractor:</u>	<u>Amount:</u>
Southland Industries	500,000.00

Total Adjustment to Contract Price:	
Original Contract Sum:	\$500,000.00
Prior Adjustments (Change Orders (Nos. 1, 2, & 3):	\$1,706,050.00
Adjustment for this Change (Increase):	\$39,695.00
Revised Contract Sum:	\$1,745,745.00

Reason(s):

To replace broken safety glass window with tempered glass. Provide new electrical panel switch existing PDU'S (Power Distribution Unit) L5-30 receptacles to L6-30 throughout data room (includes new conduit and wiring); amount includes data technician for AT&T rack relocation

<u>Adjustment to Contract Time:</u>	
Current Completion date:	May 10, 2012
Adjustment for this Change	0 days
Revised Completion Date:	May 6, 2016

Recommendation:

It is recommended that the Special Trustee authorize ratification of the Southland Industries Change Order #4.

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

5A. MEMORANDUM OF UNDERSTANDING BETWEEN THE COMPTON COMMUNITY COLLEGE DISTRICT AND THE COMPTON COMMUNITY COLLEGE FEDERATION OF EMPLOYEES

May 25, 2012

This Memorandum of Understanding (“MOU”) is entered into on May 25, 2012, between the Compton Community College District (“the District”) and the Compton Community College Federation of Employees (“the Federation”).

WHEREAS, this MOU is entered into as a result of CalSTRS implementing penalties with respect to reporting after-the-fact salary increases to CalSTRS; and

WHEREAS, it is mutually beneficial for the District not to incur penalties imposed by CalSTRS with respect to reportable salaries and retirement contributions,

NOW, THEREFORE, it is agreed as follows effective July 1, 2012:

1. It is understood that the District must change payroll/salary practices for reporting payroll/salary changes to the Los Angeles County Office of Education (“LACOE”) and to CalSTRS.
2. The District will implement changes for the purpose of not being penalized by CalSTRS for not having reported any salary increases to LACOE and to CalSTRS.
3. These changes will include reporting and making salary payments with respect to base salary, salary stipends, and column and step advancement on the salary schedule. This reporting to LACOE and to CalSTRS shall be completed within five days of the end of the month in which the payment was earned. This will result in the following changes to the Agreement:

Article XVIII (18.6) - Compensation

Full-time faculty compensated on the basis of an Academic year of 175 days will receive eleven (11) equal payments based on working from August to June for the 2012-2013 fiscal year. Effective 2013-2014 fiscal year, full-time faculty compensated on the basis of an Academic year of 175 days will receive ten (10) equal payments based on working from August to May.

Initial Salary Schedule Placement

A newly employed Full-Time Faculty Member shall be placed by the District on the appropriate salary schedule, subject to the following provisions:

(a) Class placement will be determined based on official transcripts submitted to the District and the credential(s) held and received at least five (5) days prior to the Faculty Member's start of the semester. Documentation received after this deadline will result in an applicable salary increase effective beginning with the start of the next semester.

- (b) (1) Step placement will be determined by the District. Initial salary placement for District full-time faculty shall be Step 11 of the salary schedule. Placement on steps 12 and 13 shall be based on verified teaching experience upon receipt of employment verification prior to the start of the semester. Any documentation received after the semester begins will become effective beginning the start of the next semester.

Salary Schedule Class Advancement

A Faculty Member who qualifies to advance from one column to another column shall file with the office of the Dean of Human Resources an application for salary schedule advancement along with required supporting documents including official transcripts or acceptable certification. Placement will become effective at the start of the semester following approval for salary schedule advancement by the Board of Trustees.

Summer and Other Sessions Compensation

Placement on the Salary Schedule is commensurate with Part-Time Faculty members earned degrees and units and their years of full-time equivalent service with the District and other California accredited colleges and universities. The Part-Time Faculty Member is responsible for providing the appropriate documentation of the Faculty Member's service with other accredited colleges and universities prior to the start of the summer session. The placement in effect at the start of the summer session is final.

Pay For Grants and/or Special Programs

Stipend assignments, unless otherwise covered in this Agreement, will be paid on the 5th of the month following completion of the assignment. Appropriate time sheets must be submitted by the Dean to Payroll to ensure timely payment.

3. Any other required changes to avoid any penalties that would be imposed by CalSTRS will be complied with and discussed with the Federation for timely implementation by the College.

Date: May 25, 2012

**For the Compton Community College District
Federation of Employees**

By: Toni Wambacher
Chief Negotiator

Date: May 25, 2012

For the Compton Community College District

By: Rachelle Jan
Chief Negotiator

Agenda for the Compton Community College District Board of Trustees
from
Office of the Interim CEO
Dr. Keith Curry

XVIII. Information Items

1. Office of the Interim CEO
 - A. Redistricting Action Plan
 - B. Board Presentations and Reports Schedule for 2011-2012
 - C. Board Presentations and Reports Schedule for 2012-2013

2. Academic Affairs/Student Services
 - A. El Camino College Compton Center Transfer Center Report

3. Administrative Services
 - A. Quarterly Fiscal Status Report

1A. 2011-2012 REDISTRICTING ACTION PLAN - INFORMATIONAL ITEM

It is recommended that the Special Trustee receives for information the 2011-2012 Redistricting Action Plan.

REDISTRICTING ACTION PLAN

September 2011

1. Host Redistricting Workshops on September 14, 15, 17, 2011.

October 2011

1. Provide draft plans with options for Trustee Areas and ask for public input.
2. Post trustee areas with proposed boundaries outlined for public review online and make printed copies available in the Office of the Interim CEO. Section available on website for public to post questions/comments.
3. Place legal advertisement in the local newspapers announcing the Redistricting November public hearing. Publicize via news releases to media lists, including local, state, federal elected officials, school district boards and superintendents and chambers of commerce; also publicize on Compton District website and Compton Center Facebook and Twitter accounts.

November 2011

1. Redistricting overview by Mapping Consultants at November 15, 2011 Board meeting.
2. Special Trustee holds first public hearing at November board meeting.
3. CEO establishes a Redistricting committee. The committee will gather input and provide the strengths and weakness of each map to the Special Trustee relative to the District boundaries.

December 2011

1. Deadline for potential applicants for the Redistricting committee to submit their resume and cover letter to the Interim CEO office. Publicize via CEO outreach to groups and organizations throughout the District; news releases, website, Facebook and Twitter.

January 2012

1. Special Trustee approves the names of individuals selected to the Redistricting committee at the January 2012 board meeting.

February 2012

1. Redistricting committee holds first meeting to develop an outreach/information plan, with assistance from District staff. Publicize via news releases, website, Facebook and Twitter.
2. Redistricting Committee holds second meeting on Thursday, February 23, 2012 from 9:30 a.m. - 11:00 a.m. in the Compton District Boardroom.
3. Place legal advertisement in the local newspapers announcing the Wednesday, March 21, 2012 Redistricting public hearing. Publicize via CEO outreach to groups and organizations throughout the District; news releases, website, Facebook and Twitter.

March 2012

1. Special Trustee holds second Redistricting public hearing on Wednesday, March 21, 2012 at 6:00 p.m. in the Compton District boardroom.

2. Redistricting Committee holds third meeting on Thursday, March 22, 2012 from 9:30 a.m. - 11:00 a.m. in the Compton District Boardroom.

April 2012

1. Redistricting committee holds fourth meeting on Thursday, April 5, 2012 from 9:30 a.m. - 11:00 a.m. in the Compton District Boardroom. Redistricting committee forwards the strengths and weakness of each of the proposed maps to the Special Trustee. Publicize via news releases, website, Facebook and Twitter.
2. Redistricting committee strengths and weakness to each of the proposed maps are reviewed at the April 2012 board meeting.
3. Place legal advertisement in the local newspapers announcing the May 2012 Redistricting Public Hearing. Publicize via CEO outreach to groups and organizations throughout the District; news releases, website, Facebook and Twitter.

May 2012

1. Special Trustee holds third public hearing at May board meeting
2. Special Trustee adopts, by resolution or ordinance, new Trustee election areas.
3. Submit waiver for Amending Trustee Elections to the Board of Governors for the July 2012 meeting.

July 2012

1. Receive approval from Board of Governors.

September 2012

1. Submit new Trustee Areas to the Los Angeles County Recorder's office prior to October 15, 2012 deadline.

November 2013

1. New Compton Community College District Trustee areas are effective for the November 2013 elections.

1B. BOARD PRESENTATIONS AND REPORTS SCHEDULE 2011-2012 - INFORMATIONAL ITEM

It is recommended that the Special Trustee receives for information the Revised Board Presentations and Reports Schedule 2011-2012

**Board of Trustees Presentations and Reports
Schedule for 2011 – 2012**

MONTH	PRESENTATION	REPORT
August 2011	Facilities Update	Notice of Public Hearing FTES Compton Center
September 2011	Educational Master Plan	Quarterly Fiscal Status Report Accreditation Update
October 2011	Academic Affairs Program Review Presentation	Facilities Update Budget Adoption Notice of Public Hearing
November 2011	Financial Aid Presentation CCCD Redistricting	
December 2011	Student Services Program Review Presentation	Quarterly Fiscal Status Report FTES Compton Center
January 2012	Basic Skills	Annual Fact Book
February 2012	2010-2011 Audit Presentation (February 15, 2012 Special Board Meeting)	2010-2011 Audit Report (February 15, 2012 Special Board Meeting) Notice of Public Hearing
March 2012	2010-2011 Measure CC General Obligation Bond Audit Report 2012-2013 Budget Planning Proposal CCCD Redistricting	FTES Compton Center Success & Retention
April 2012	Accountability Reporting for the Community Colleges (ARCC) Foundation for Compton Community College District	Notice of Public Hearing
May 2012	Facilities Presentation: Capital Projects/Bonds CCCD Redistricting	Quarterly Fiscal Status Report Citizens Oversight Committee
June 2012	2012 Facilities Master Plan	Tentative Budget Accreditation Update

Rev. June 2, 2012

1C. BOARD PRESENTATIONS AND REPORTS SCHEDULE 2012-2013 - INFORMATIONAL ITEM

It is recommended that the Special Trustee receives for information the Board Presentations and Reports Schedule 2012-2013.

**Board of Trustees Presentations and Reports
Schedule for 2012 – 2013**

MONTH	PRESENTATION	REPORT
July 2012	Compton Center Accreditation Status Report	Comprehensive Master Plan
August 2012	Facilities Presentation: Allied Health Building Project	Notice of Public Hearing FTES Compton Center
September 2012	Faculty/Staff Professional Development Financial Aid	Quarterly Fiscal Status Report Redistricting Status Report Budget Adoption
October 2012	CEC Program Review & Planning Student Success Task Force	Facilities Update
November 2012	Special Trustee’s Advisory Committee Student Government	Accreditation Update
December 2012	Foundation for Compton Community College District	Quarterly Fiscal Status Report FTES Compton Center
January 2013	Measure CC Bond Oversight Committee Student Success	Annual Fact Book
February 2013	2011-2012 CCCD Financial Audit Report	2012-2013 Budget Status Report
March 2013	2011-2012 Measure CC General Obligation Bond Audit Report	FTES Compton Center Success & Retention
April 2013	Facilities Presentation: Capital Projects 2013-2014 Budget Planning Proposal	Measure CC Bond Oversight Committee
May 2013	Accountability Reporting for the Community Colleges (ARCC)	Accreditation Update
June 2013	Student Learning Outcomes	Tentative Budget Quarterly Fiscal Status Report

Rev. 5.29.2012

Agenda for the Compton Community College District Board of Trustees
from
Academic Affairs/Student Services
Barbara Perez, Vice President

2A. EL CAMINO COLLEGE COMPTON CENTER TRANSFER CENTER REPORT

In response to recommendations from the Fiscal Crisis Management Assistance Team and the Transfer Center's 2010 program review, the Transfer and Career centers were combined in spring 2011. The goal was to offer students a one-stop location to explore transfer options and different careers. The center also assists students who are seeking employment. The center is staffed with a full-time counselor, counseling interns, student workers, and an administrative assistant. All of the staff are under the direction of Director of Outreach and School Relations.

The mission of the Transfer/Career Center is to strengthen the transfer and career function at the Center by offering activities that increase student awareness of transfer and career opportunities so that more students are prepared to transfer to four-year colleges and universities. The Transfer/Career Center focuses on the following areas:

1. Transfer/Career counseling
2. Transfer/Career workshops
3. Transfer/Career Exploration and Links to Career Pathways
4. Career Preparedness (volunteering, internships, jobs, etc.)
5. Effective Job/College Searches
6. Partnering with colleges and employers

The Transfer/Career Center partners with stakeholders on and off campus to offer Student Success Transfer and Retention Services (SSTARS). SSTARS is an advisory committee comprised of representatives from business & industry, colleges & universities, and Center programs that meets quarterly to plan workshops in both transfer and career planning. The Transfer/Career Center offered more than 30 workshops during the 2011-2012 academic year. Students are learning how to write an effective resume, how to interview, how to dress for success and how to find and land a job. The highlight of the SSTARS workshops involved offering students an opportunity for 30-minute mock interviews, where they received positive feedback on improving their interviewing skills.

Many of the center's activities are a collaborative effort with other El Camino College Compton Center's programs and off-campus institutions. Students have the opportunity to participate in our annual Northern California University Tour. The tour is a collaborative effort of EOP&S, First Year Experience and the faculty to show students that they have options when selecting a transfer institution. More than 30 students used their spring break to visit Sacramento State, San Jose State, UC Berkeley, UC Davis, UC Merced and UC Santa Cruz and explore the potential of transferring to one of these schools.

The ability for students to meet with university representatives is crucial to the transfer process. El Camino College has very strong partnerships with a wide array of four-year institutions and the Center has benefited from these partnerships as representatives meet with our students inside of our Transfer/Career Center. We participate in the transfer admissions guarantees with several universities and in other special programs such as UCLA's Center for

Community College Partnerships and UCI's Regional Transfer Consortium. Through the past four years, select students have participated in the UC Irvine/ECC Compton Center Summer Transfer Institute, a weeklong residential program where students are exposed to the benefits of continuing their education.

Our most recent partnership is our Compton Commitment Partnership that is a collaborative agreement with Compton Unified School District (CUSD), California State University, Dominguez Hills (CSUDH) and the El Camino College Compton Center. Our partnership is to work together to increase local rates of college participation and student success. The overall objective of this agreement is to more closely link the recruitment and enrollment efforts of ECC Compton Center and Compton Unified School District with CSUDH to create a seamless process for academic, personal and professional success of students within our service area. Together, we facilitate the enrollment of students from CUSD to both ECC Compton Center and CSUDH and the transfer of ECC Compton Center students to CSUDH.

The partnership with CSUDH has resulted in increased numbers of ECC Compton Center students transferring to CSUDH. In 2009, only 25 students were admitted to CSUDH. This year, the number of ECC Compton Center students who were admitted to CSUDH is 83 and the number is still growing.

To entice students to share their success with us, the Transfer/Career Center gives students a transfer medal when they bring in their letter of acceptance. The transfer number of ECC Compton Center students admitted as of 6/7/12 is 119, which is a 51% increase over last year.

	2011	2012
Total Transfers	79	119
CSU	55	109
UC	6	7
Private/Out of State	15	3

Agenda for the Compton Community College District Board of Trustees
from
Administrative Services
Felipe Lopez, CBO

3A. AB 2910 QUARTERLY FINANCIAL STATUS REPORT

It is recommended that the Special Trustee receive the following Quarterly Financial Status Report for the quarter ending March 31, 2012. AB2910, Chapter 1486, Statutes of 1986 requires that California Community College District's report quarterly on their financial condition.

The report for March 31, 2012 is shown on the following Quarterly Financial Status Report for the Unrestricted General Fund (Fund 01)

Fiscal Year: 2011-2012

Quarter Ended: March 31, 2012

General Fund	2011-12 Budget	Year-to-Date Actuals	Percentage
Revenues			
Federal	\$ 15,002.00	\$ -	0%
State	27,534,934.00	16,420,567.00	60%
Local	4,710,562.00	3,496,390.00	74%
Interfund Transfers	-		0%
Total Revenues	<u>\$32,260,498.00</u>	<u>\$19,916,957.00</u>	<u>62%</u>
Expenses			
Academic Salaries	\$11,945,186.00	\$8,130,119.00	68%
Classified Salaries	5,695,305.00	3,695,938.00	65%
Employee Benefits	5,114,612.00	3,610,276.00	71%
Supplies & Materials	614,663.00	246,102.00	40%
Other Operating Expenses	5,812,113.00	3,812,112.00	66%
Capital Outlay	495,879.00	108,158.00	22%
Other Outgo	<u>1,705,000.00</u>	<u>33,979.00</u>	<u>2%</u>
Total Expenses	<u>\$31,382,758.00</u>	<u>\$19,636,684.00</u>	<u>63%</u>
Net Revenue	<u>\$ 877,740.00</u>	<u>\$ 280,273.00</u>	