



Board Agenda

Compton Community College District

Tuesday, April 16, 2013
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 - PENDING LITIGATION:**
 1. Conference with legal counsel--existing litigation (Subdivision (a) of Section 54956.9)
 - a. Manzoor Ahmad vs. Compton Community College District
 - b. Deborah Henderson vs. Compton Community College District
 - c. Eugene Benson vs. Compton Community College District
 - d. Thomas Norton vs. Compton Community College District
 - e. Stacy Farrah vs. Compton Community College District
 - B. **CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION:**
 1. Significant exposure to litigation pursuant to Government Code Section 54956.9:
 - a. Two Cases
 - C. **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
 - D. **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 February 19, 2013

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XIII. Reports from Representatives and Employee Organizations

1. Faculty Representative Report – Jerome Evans
2. Classified Representative Report – Vacant
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
7. Student Trustee – Gloria Fitts

XIV. Presentations

El Camino College Compton Center Student Success Scorecard

XV. Consent Agenda – Recommendation of Interim CEO

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1. Administrative Services
 - A. Purchase Orders and Blanket Purchase Orders
 - B. Stale Dated Warrants
2. Human Resources
 - A. Management Team Personnel Actions
 - B. Academic Employment and Personnel Changes
 - C. Eligibility List
 - D. Classified Employees
 - E. Temporary Non-Classified Service Employees

XVI. Action Items

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1. Office of the Special Trustee
 - A. Resolution of the Compton Community College District Changing the Designation of Previously Adopted Trustee Areas from Alphabetical to Numerical
 - B. Resolution Ordering Governing Board Election
2. Office of the Interim CEO
 - A. Absence of a Board Member

- 3. Academic Affairs/Student Services
 - A. El Camino College Compton Center Student Success Scorecard
- 4. Administrative Services
 - A. Agreements
 - B. Budget Adjustments/Augmentations/Transfers
 - C. Transfer of State Categorical Program Funds
- 5. Facilities, Planning and Development
 - A. Amendments
 - B. Change Orders
- 6. Human Resources
 - A. Contract of Employment for Chief Executive Officer
 - B. Revised Academic Position
 - C. Amended Exempt Position

XVII. Discussion/Information Items

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- 1. Office of the Special Trustee
 - A. Agreement Between El Camino Community College District and Compton Community College District
 - B. Proposed Board of Trustees Scheduled Meeting Dates July-December 2013
- 2. Office of the Interim CEO
 - A. Special Trustee’s Advisory Committee Meeting Dates
 - B. Measure CC Citizens’ Bond Oversight Committee Meeting Dates
 - C. Board of Trustees Presentations and Reports Schedule for 2013
 - D. Board of Trustee’s Goals
 - E. Board Member Evaluation Form
- 3. Administrative Services
 - A. 2013-2014 Underlying Tentative Budget Assumptions
- 4. Facilities, Planning and Operations
 - A. Measure CC Bond Fund Category Budgets and Balances
 - B. Public Hearing of the Education Protection Account Funding and Expenditures

XVIII. Oral Reports

- 1. Compton Center
- 2. Interim CEO Report
- 3. Board of Trustees Report
- 4. Special Trustee Report

XIX. Next regularly scheduled meeting date: May 21, 2013

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

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

Tuesday, March 19, 2013

MINUTES

- I. The Board of Trustees Meeting was called to order at 5:02 p.m.
- II. Roll Call – Members Present
Charles Davis
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 at 5:04 p.m. 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 – Pending Litigation
 - B. Conference with Legal Counsel – Anticipated Litigation
 - C. Conference with Labor Negotiators pursuant to Government Code, Section 54957.6
 - D. Public Employee Performance Evaluation Pursuant to Government Code Section 54957
- VI. Reconvene to Open Session of the Board of Trustees at 6:04 p.m.
- VII. Roll Call – Members Present
Lorraine Cervantes
Charles Davis
John Hamilton
Deborah LeBlanc
Andres Ramos
Thomas Henry
Keith Curry
- VIII. Pledge of Allegiance – Led by Reuben James
- IX. Report of Actions Taken by Special Trustee during closed session:
No Reportable Action
- X. Approval of Open Session Agenda – Approved, with corrections: Page 24, Item 5:
 1. **Measure CC Bond Fund Series 2012C**

Expenditures:

-FROM-

Major Object
5XXX

Description
Other Operating Expenses and Services

Amount
~~\$ 121,912.91~~ 122,002.91

-TO-

<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
5XXX	Other Operating Expenses and Services	\$ 698.00 3,500.00
6XXX	Capital Outlay	<u>118,502.91</u>
		\$122,002.91

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

1. Nehasi Lee, student: expressed his opinion of the language administrators should use in relationship to constituency groups; he also commented on the Partnership Agreement.
2. Barbara Calhoun, community member: Commented on elected board sitting in audience.
3. Lorraine Cervantes, Trustee: Commented on Partnership Agreement.

XII. Approval of Minutes of February 19, 2013 – **Approved**

XIII. Reports from Representatives and Employee Organizations

- A. Faculty Representative Report – Jerome Evans: No report
- B. Classified Representative Report – (Position vacant)
- C. Academic Senate President Report – Michael Odanaka: Commented on and read Academic Senate Resolution regarding Division Reorganization
- D. CCCFE Certificated Employees Report –Toni Wasserberger: Absent
- E. CCCFE Classified Employees Report – Joseph Lewis: Commented on his representation of Tool Room Attendant Randy Evans’ resignation. Lewis introduced Ms. Gloria Hughes as the Interim Classified Representative to the Board. Urged the District to read his dissertation and use his services instead of hiring a company to do a community survey.
- F. Associated Student Body Report – Carlos Ornales: Reported on ASB activities.
- G. Report by Gloria Fitts, Student Trustee – Absent

XIV. **Consent Agenda – Approved**

1. Administrative Services
 - C. Purchase Orders and Blanket Purchase Orders
 - D. Stale Dated Warrants
2. Human Resources – **Approved**
 - F. Academic Employment and Personnel Changes
 - G. Eligibility List
 - H. Classified Employees
 - I. Temporary Non-Classified Service Employees

XV. **Action Items**

1. Office of the Special Trustee – **Approved**
 - A. California Community College Trustees Board Elections – Candidates Nominated by CCCD:
 - Dianne B. McKay
 - Cy Gulassa
 - Louise Jaffe
 - Isabel Barreras
 - Sally W. Biggin
 - Jerry D. Hart
 - Linda S. Wah
2. Office of the Interim CEO – **Approved**
 - A. Resolution to Eliminate District-Paid Retiree Health and Welfare Benefits for Management Employees Hired On or After July 1, 2013, #03-1913A

- B. Resolution Regarding Layoff of Classified Personnel, #03-1913B
- C. Trustee Conference Request
- D. Absence of a Board Member
- E. Approval of Bond Measure CC Oversight Committee New Member
- F. Approval of Measure CC Citizens' Bond Oversight Committee Members' Removal
- 3. Administrative Services
 - A. Agreements/Amendments/Ratifications – **Approved items 1, 2, 4, 5 (*item #3 pulled for further review)**
 - 1. Agreement with Fiscal Crisis and Management Assistance Team (FCMAT) to conduct one Annual Progress Review of the District's operation in accordance with Assembly Bill 318.
 - 2. Agreement with Ercell Hoffman to provide a presentation at the Author at Compton event on March 19, 2013.
 - 3. *Agreement with Public Opinion Strategies, LLC – **Item Pulled for further review**
 - 4. Agreement with Scholars in Progress to provide eight sessions (24 hours) of SAT preparation and essential materials for the Upward Bound/Math Science Program participants.
 - 5. Agreement with Barbara Young-Young Enterprises to provide a motivational and empowerment seminar to CARE students.
 - B. Budget Adjustments/Augmentations/Transfers
 - C. Authorized Signature Resolution (LACOE)
- 4. Facilities, Planning and Operations
 - A. Change Orders – **Approved**

XVI. Discussion/Information Items – Items received for information/discussion

- 1. Office of the Special Trustee
 - A. Agreement between the El Camino Community College District and the Compton Community College District.
- 2. Office of the Interim CEO
 - A. Special Trustee's Advisory Committee Meeting Dates
 - B. Measure CC Citizens' Bond Oversight Committee Meeting Dates
 - C. Measure CC Citizens' Bond Oversight Committee Meeting Minutes of September 27, 2012.
 - D. Measure CC Citizens' Bond Oversight Committee Meeting Minutes of November 29, 2012.
 - E. Board of Trustees Presentations and Reports Schedule for 2013.
- 3. Administrative Services
 - A. AB 2910 Quarterly Financial Status Report – Form CCFS – 311Q
- 4. Facilities, Planning and Operations
 - A. Measure CC Bond Fund Category Budgets and Balances
- 5. Human Resources
 - A. Chief Executive Officer Search Timeline

XVII. Oral Reports

- 1. Compton Center
 - Barbara Perez – Vice President, Compton Center, distributed and discussed "ECC Student Achievement Data" report; Discussed Student Retention (Persistence)
- 2. Interim CEO Report
 - Dr. Curry reported that our next FCMAT visit will be April 15-26, 2013; a FCMAT representative will attend the April 15, 2013 Special Trustee's Advisory Committee Meeting and the April 16, 2013 Board of Trustees' Meeting.
- 3. Board of Trustees Report
 - Trustee Davis: Requested that he be excused from the April 16, 2013 Board Meeting due to the City of Compton elections.
 - Trustee LeBlanc: Congratulated Mr. Henry on his award from A²MEND and congratulated Dr. Curry on his work with A²MEND. She also reported that she received two awards, The Bridge Award from National University and also, she was inducted into the Hall of Fame of the National Association of University Women.

4. Special Trustee Report

Special Trustee Henry reported that he attended the A²MEND Conference on March 8, 2013 at which he received the A²MEND Corporate Award. Dr. Barbara Beno was his guest at the awards dinner and was very impressed. Mr. Henry also reported that Dr. Beno had made an informal visit here and was impressed with the construction progress on this campus.

XVIII. Next regularly scheduled meeting: **Tuesday, April 16, 2013**

Closed session begins at 5:00 p.m.

Open session begins at 6:00 p.m.

XIX. Meeting adjourned at 7:28 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

XV. CONSENT AGENDA – RECOMMENDATIONS OF THE INTERIM CEO

1. Administrative Services
 - A. Purchase Orders and Blanket Purchase Orders
 - B. Stale Dated Warrants

2. Human Resources
 - A. Management Team Personnel Actions
 - B. Academic Employment and Personnel Changes
 - C. Eligibility List
 - D. Classified Employees
 - E. 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

**Compton Community College District
BOARD OF TRUSTEES PURCHASE ORDER LISTING
Meeting Date: 4/16/2013**

The following purchase orders have been issued in accordance with the District's purchasing policy and authorization of the Special Trustee. It is recommended that the following purchase orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

P.O.				
Number	Vendor Name	Site Name	Description	P.O. Cost
Fund 01	Unrestricted-Compton Ed Center			
P0602283	CSFAthletics	Athletics	Other Services and Expenses	\$620.00
P0602284	GST Information	Academic Affairs	New Equipment - Instr Lease	\$7,241.87
P0602290	Cal-Ed Optical	Academic Affairs	Maintenance Contracts	\$2,640.00
P0602291	The Magic Rose	Student Affairs	Non-Instruct Supplies	\$150.00
P0602292	Associated Student Body	Office of the CEO	Other Services and Expenses	\$2,000.00
P0602307	Premier Computer	Academic Affairs	New Equipment - Instr Lease	\$661.11
P0602309	Computer 1 Products	Academic Affairs	New Equipment - Instr Lease	\$296.17
P0602310	Compton Chamber of	Office of the CEO	Dues and Memberships	\$250.00
P0602315	Compton Chamber of	Office of the CEO	Non-Instruct Supplies	\$45.00
P0602344	El Camino College	Financial Aid	Institutional Return of Funds	\$11,499.00
P0602400	GST Inc	Childhood Education	Equipment	\$2,902.59
P0602401	E.G. Brennan & Co., Inc.	Academic Affairs	General Office Supplies	\$699.80
P0602402	Scrip-Safe	Academic Affairs	General Office Supplies	\$883.85
P0602404	TAJ Office & School	I&T Division	Instructional Supplies	\$1,095.58
P0602405	Airgas USA, LLC	I&T Division	Instructional Supplies	\$3,367.34
P0602406	Harland Technology	Nursing	Maintenance Contracts	\$228.90
P0602407	TAJ Office & School	Nursing	General Office Supplies	\$197.43
P0602408	Kelly Paper Company	Nursing	General Office Supplies	\$122.50
P0602409	Office Solutions	I&T Division	Instructional Supplies	\$785.20
P0602410	Oasis Business Supply	Academic Programs	Non-Instruct Supplies	\$168.74
P0602412	Medcom Trainex	Nursing	Instructional Supplies	\$224.86
P0602436	Paramount Chamber of	Office of the CEO	Dues and Memberships	\$150.00
P0602446	Napa Auto & Truck Parts	I&T Division	New Equipment - Instructional	\$6,429.91
P0602447	Pocket Nurse Medical	Nursing	New Equipment - Instructional	\$1,915.80
P0602448	TAJ Office & School	Childhood Education	General Office Supplies	\$657.27
P0602449	Computer 1 Products	Childhood Education	Instructional Supplies	\$130.75
P0602484	Computer 1 Products	Fiscal Services	General Office Supplies	\$178.76
P0602515	Stay Safe Supply	Copy Center	Printing	\$4,634.68
P0602516	Comfort Suites UC Davis	Transfer Center	Conferences Other	\$2,434.20
P0602517	Comfort Inn	Transfer Center	Conferences Other	\$1,518.00
P0602518	Ramada Limited	Transfer Center	Conferences Other	\$2,124.40
P0602552	Pulse Team Wear	Academic Affairs	Instructional Supplies	\$14,863.24
P0602569	Clary Business Machines	Academic Affairs	New Equipment - Instr Lease	\$2,714.42
		Fund 01 Total: 33		\$73,831.37
Fund 10	Restricted-Compton Ed Center			
P0602285	S&B Foods	Board of Trustees	Food/Food Supplies	\$288.75
P0602333	Mytha Pascual	BFAP Augmentation	Special Events-Direct Costs	\$205.55

P0602341	Coast Party Rentals	BFAP Augmentation	Special Events-Direct Costs	\$218.55
P0602343	Premier Computer	BFAP Augmentation	Special Events-Direct Costs	\$538.18
P0602464	Tomorrow's Aeronautical	TRIO	Other Services And Expenses	\$160.00
P0602570	Young Enterprises	EOPS CARE	Contract Services	\$1,500.00
Fund 10 Total: 6				\$2,911.03
Fund 30	Child Development Ctr - Compton			
P0602485	Department of Social	California Preschool	License Fee/Site Licenses -ITS	\$660.00
Fund 30 Total: 1				\$660.00
Fund 45	Revenue Construct Bond - Compton			
P0602342	SWRCB Accounting	Campus Wide Improv	Permit Processing Fees	\$698.00
Fund 45 Total: 1				\$698.00
PO Funds Total: 41				78,100.40
Fund 01	Unrestricted-Compton Ed Center			
B0610866	Westcoast Sound	Student Affairs	Non-Instruct Supplies	\$3,412.50
B0610867	Long Beach Ice Co	Student Affairs	Non-Instruct Supplies	\$700.00
B0610868	Total Compensation	Human Resources	Contract Services	\$6,000.00
B0610869	Bay Acturial Consultants	Human Resources	Contract Services	\$4,400.00
B0610871	Long Beach Auto Clinic	Operations	Equipment Rental	\$2,500.00
B0610874	Melissa's Party Supply	Student Affairs	Non-Instruct Supplies	\$180.00
B0610878	EPS Express Printing	Student Affairs	Non-Instruct Supplies	\$650.00
B0610881	Compton Community	Athletics	Other Services and Expenses	\$2,515.00
B0610882	The Magic Rose	Student Affairs	Non-Instruct Supplies	\$1,211.00
B0610888	Bev's Balloons, Flowers,	Student Affairs	Non-Instruct Supplies	\$801.28
Fund 01 Total: 10				\$22,369.78
Fund 10	Restricted-Compton Ed Center			
B0610890	S&B Foods	EOPS CARE	Hospitality	\$2,489.00
Fund 10 Total: 1				\$2,489.00
Fund 45	Revenue Construct Bond - Compton			
B061088A	N T D Architecture	Learning Resource	Architecture & Engineering	\$66,000.00
B061088B	N T D Architecture	Learning Resource	Architecture & Engineering	\$385,000.00
B061088C	N T D Architecture	Learning Resource	Architecture & Engineering	\$349,000.00
Fund 45 Total: 3				\$800,000.00
Fund 46	Bond Fund-Series 2012C-Compton			
B0610863	LCC 3 Construction	Infrastructure Phase II	Testing & Inspection	\$142,416.00
Fund 46 Total: 1				\$142,416.00
BPO Funds Total: 15				967,274.78
Grand Total POs and BPOs: 56				1,045,375.18

1B. APPROVAL OF STALE DATED WARRANT(S)

LACOE has determined that certain checks have not been cashed and processed through the banking system. After six months, through an automatic process, reverses the original transaction. It is recommended that the Special Trustee approve the following Stale Dated Warrant:

<u>WARRANT(S) #</u>	<u>AMOUNT</u>
19881613	\$17.50

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. Employment – Ms. Elizabeth Martinez, Director of Enrollment Services, Range 3, Step 2, Student Services, effective April 17, 2013.

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 – Mr. David Banuelos, part-time Head Football Coach, Class VI, Step 3, effective April 1, 2013.
2. Employment – Ms. Shimonee Kadakia, part-time Astronomy Instructor, Class II, Step 1, effective June 17, 2013 – August 8, 2013.
3. Employment – Ms. Perpetua Okoh, part-time Nursing Instructor, Class VI, Step 1, effective April 15, 2013 – June 30, 2013.
4. Employment – Ms. Renita Scott, part-time Nursing Instructor, Class III, Step 3, effective February 27, 2013 – June 30, 2013.
5. Employment – Ms. Cecilia Mendoza-Rivera, part-time Nursing Instructor, Class III, Step 1, effective April 15, 2013 – June 30, 2013.
6. Special Assignment - The following instructors to participate in Professional Development for the Career Advancement Academy Compton Educational Center.
 - a. Laura Gutierrez - \$645.14
 - b. Stanley Jacobson - \$361.08
 - c. Gayathri Manikandan - \$361.08
 - d. Robert Puglisi - \$600.00
 - e. Philip Yaghmai - \$900.90
7. Special Assignment – Michelle Priest, to oversee the Honors Program for 2012-2013 academic year, effective August 25, 2012 – June 7, 2013, NTE \$1000.00.
8. Special Assignment – Alberto Jimenez, to conduct workshops for Learning Resource Center staff and tutors, effective April 1, 2013 – June 7, 2013, NTE \$1000.00.

2C. ELIGIBILITY LIST

Pursuant to Personnel Commission Rule 50.100.1, that the Special Trustee serving in the capacity of the Personnel Commission hereby approves the following Eligibility List:

Records Specialist

Established: 03/19/13

Expires: 03/19/14

RANK	NAME
1.	Stewart Ranesha
2.	Wright, LaKeisha
3.	Treat, David
4.	Williams, Oluwatosin
5.	Huff, Gerrard
6.	Wilkerson, Pamela
7.	Starks, Felix
8.	Goodwin, Stephanie

2D. CLASSIFIED EMPLOYEES:

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

a) Employment

1. Ms. Ranesha Stewart, Records Specialist, Range 24, Step D, Admissions & Records, Student Affairs, effective April 22, 2013.
2. Resignation – Ms. Miriam Alonso, Categorically Funded Program Specialist, Range CFP3, Step 4, Upward Bound Math/Science, Student Affairs, effective March 30, 2013.

b) Provisional Employment

1. Ms. Dinika Pierce, Financial Aid Technician, Range 29, Step A, Financial Aid, effective April 21, 2013 through June 30, 2013, not to exceed 120 days (NTE 35 hours per week).

2E. 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. Jeffrey Douglas, 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 March 25,

2013 through June 7, 2013, English, Academic Affairs, not to exceed 120 days (NTE 35 hours per week).

2. Marisela Herrera, 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 April 15, 2013 through June 7, 2013, Learning Resource Center, Academic Affairs, not to exceed 120 days (NTE 20 hours per week).
3. Regina Massich, 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 March 25, 2013 through June 7, 2013, English, Academic Affairs, not to exceed 120 days (NTE 35 hours per week).
4. Ify Nzenwa, 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 February 6, 2013 through June 7, 2013, Learning Resource Center, Academic Affairs, not to exceed 120 days (NTE 25 hours per week).
5. Nancy Torres-Guimares, 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 March 25, 2013 through June 7, 2013, Learning Resource Center, Academic 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**

XVI. ACTION AGENDA

1. Office of the Special Trustee
 - A. Resolution of the Compton Community College District Changing the Designation of Previously Adopted Trustee Areas from Alphabetical to Numerical – Resolution #04-16-2013A
 - B. Resolution Ordering Governing Board Member Election – Resolution #04-16-2013B
2. Office of the Interim CEO
 - A. Absence of a Board Member
3. Office of the Academic Affairs/Student Services
 - A. El Camino College Compton Center Student Success Scorecard
4. Administrative Services
 - A. Agreements
 - B. Budget Adjustments/Augmentations/Transfers
 - C. Transfer of State Categorical Program Funds
5. Facilities, Planning and Development
 - A. Amendments
 - B. Change Orders
6. Human Resources
 - A. Contract of Employment for Chief Executive Officer
 - B. Revised Academic Position
 - C. Amended Exempt Position

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

1A. APPROVAL OF RESOLUTION #04-16-2013A OF THE COMPTON COMMUNITY COLLEGE DISTRICT CHANGING THE DESIGNATION OF PREVIOUSLY ADOPTED TRUSTEE AREAS FROM ALPHABETICAL TO NUMERICAL

It is recommended that the Special Trustee approves the Resolution No. 04-1613 of the Compton Community College District Changing the Designation of Previously Adopted Trustee Areas from Alphabetical to Numerical.

RESOLUTION NO. 04-16-2013A

**RESOLUTION OF THE COMPTON COMMUNITY COLLEGE DISTRICT
CHANGING THE DESIGNATION OF PREVIOUSLY
ADOPTED TRUSTEE AREAS FROM ALPHABETICAL TO NUMERICAL**

WHEREAS, on or about May 16, 2012, the Compton Community College District (“District”) adopted a trustee area plan (the “Plan”) for conducting its governing board member elections in a by-trustee area election method; and

WHEREAS, the Plan created five (5) trustee areas that were designated alphabetically as Areas A, B, C, D and E; and

WHEREAS, the Los Angeles County Registrar of Voters has requested that the District re-name its Trustee Areas numerically, i.e., 1 through 5, to be consistent with other Los Angeles County jurisdictions that elect by area.

NOW THEREFORE, be it resolved by the Special Trustee of the Compton Community College District as follows:

1. That the above recitals are true and correct.
2. That Trustee Areas A, B, C, D, and E and hereby re-designated as follows:

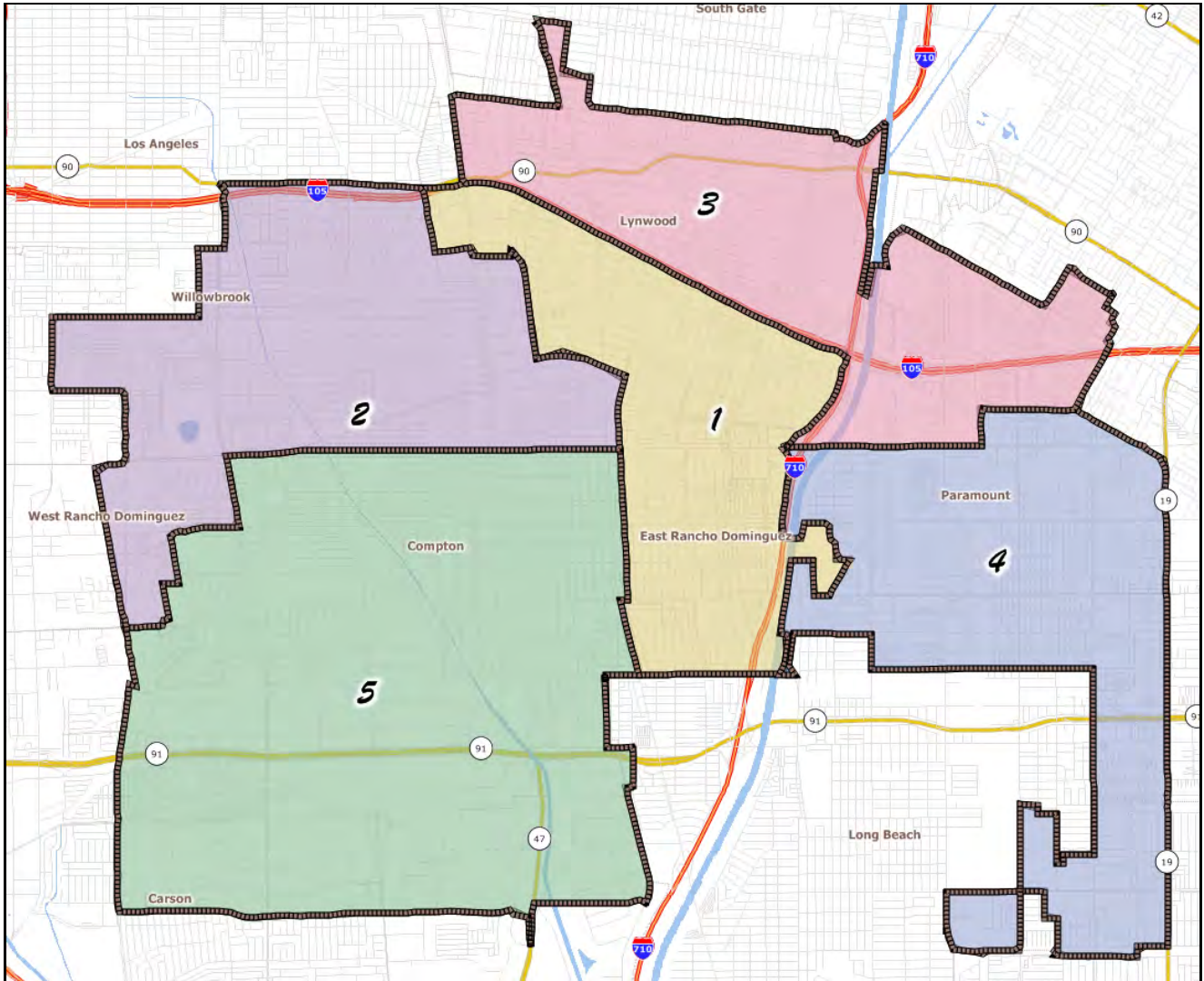
Trustee Area A shall now be known as Trustee Area 4
Trustee Area B shall now be known as Trustee Area 3
Trustee Area C shall now be known as Trustee Area 1
Trustee Area D shall now be known as Trustee Area 5
Trustee Area E shall now be known as Trustee Area 2

2. That the boundaries of the Trustee Areas shall continue unaffected by this Resolution.

ADOPTED, SIGNED AND APPROVED this 16th day of April, 2013.

Thomas E. Henry, Special Trustee
Compton Community College District

TRUSTEE AREA MAP WITH NUMERICAL DESIGNATIONS



1B. RESOLUTION ORDERING GOVERNING BOARD MEMBER ELECTION

It is recommended that the Special Trustee adopt the following Resolution ordering the Biennial Governing Board Election.

RESOLUTION #04-16-2013B

Order of Election of Compton Community College District of Los Angeles, County, California.

RESOLUTION ORDERING GOVERNING BOARD MEMBER ELECTION

BE IT RESOLVED, that pursuant to Education Code (EC) Sections 5000-5030, the Los Angeles County Superintendent of Schools (County Superintendent) is hereby ORDERED to call an election for the purpose, and in accordance with the designations contained in the following specifications of the Election Order made under the authority of EC Sections 5302, 5304, and 5322.

SPECIFICATIONS OF THE ELECTION ORDER

The election shall be held on Tuesday, November 5, 2013. The polling hours shall be from 7:00 a.m. until 8:00 p.m.

The purpose of the election is to submit to the voters of the District the question of whether five members shall be elected to the Governing Board of the Compton Community College District.

The Los Angeles County Registrar-Recorder/County Clerk (Registrar-Recorder) will perform all the duties incident to the preparation for and holding of the above-mentioned election. The Compton Community College District will pay the costs of the election. If any agency holds an election on November 5, 2013 the Compton Community College District shall pay its pro rata share pertaining to the conduct of this election and shall be under the provisions of the appropriate sections of the Education and Election Codes.

IT IS FURTHER ORDERED that the Clerk of the District is hereby directed to furnish two copies of this order to the County Superintendent not less than 57 days prior to the date set for the election.

The foregoing Resolution and Order was adopted and affirmed by the Governing Board of the Compton Community College District of Los Angeles County, being the Board authorized by law to make the designations contained therein, by formal votes as follows:

Ayes: ___

Nays: ___

Absent: ___

Signed _____
Thomas Henry, Special Trustee
Compton Community College District

I hereby certify that the foregoing is a full, true, and correct transcript of a resolution duly adopted by the Governing Board named therein at a duly constituted meeting of the said

Governing Board held on Tuesday, April 16, 2013, as it appears upon the minutes of the said meeting on April 16, 2013.

Signed _____
Keith Curry, Clerk of the Governing Board
Compton Community College District

REGISTRAR-RECORDER INFORMATION

Public Notice Election Announcement

Listing of two (2) newspapers: The Bulletin
 Los Angeles Wave Newspaper

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

2A. ABSENCE OF A BOARD MEMBER

It is recommended that the Special Trustee excuse Trustee Charles Davis from the Tuesday, April 16, 2013 Board of Trustees Meetings with no loss of stipend.

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

3A. EL CAMINO COLLEGE COMPTON CENTER STUDENT SUCCESS SCORECARD

It is recommended that the Special Trustee receives the El Camino College Compton Center Student Success Scorecard

The Student Success Scorecard is available online at
www.elcamino.edu/administration/ir/outcomes.asp

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

4A. AGREEMENTS

It is recommended that the Special Trustee approves the following Agreement.

AGREEMENTS

- 1. CONTRACTOR: VAVRINEK, TRINE, DAY & CO., LLP**
SERVICES: To provide an independent audit services for fiscal years ending June 30, 2013 through June 30, 2015 for a period of three (3) years. At the District's sole discretion, this Agreement may be extended for two (2) one-year options.
REQUESTING DEPT: BUSINESS SERVICES
FUNDING: GENERAL FUND UNRESTRICTED
DATES: 04/30/13
NTE: \$223,000.00

- 2. CONSULTANT: VICENTI, LLOYD, STUTZMAN LLP**
SERVICES: To provide an annual financial and performance audits for fiscal years ending June 30, 2013 through June 30, 2015 for the Measure CC General Obligation Bond funds. At the District's sole discretion, this Agreement may be extended for two (2) one-year options.
REQUESTING DEPT: BUSINESS SERVICES
FUNDING: BOND FUND
DATES: 04/30/13
NTE: \$36,300.00

- 3. CONTRACTOR: XEROX – LEASE AGREEMENT**
SERVICES: 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): The District will trade-in 44 RICOH copiers for 44 Xerox black/white copiers, 5 Xerox color copiers, and 18 Xerox colorcube equipment & software and entered into Lease Term Agreement for 60 months at \$12,678.76 per month.

Additional costs include printing costs at \$0.0140 per page for black/white and \$0.0684 for color, and \$0.0522 for colorcube on the Xerox equipment. Print services on the District owned Hewlett-Packard (HP) printers at the monthly cost of \$1,594.31 (includes 18,421 B/W print volume, 7,023 color print volume per month)

REQUESTING DEPT: MIS
FUNDING: GENERAL FUND UNRESTRICTED
DATES: 06/01/13 – 5/31/18
NTE: \$12,678.76 monthly lease agreement for 60 months, and
\$1,594.31 per month for print services (HP printers), and
\$0.0140 per page for black/white on the Xerox equipment and
\$0.0684 per page for color on the Xerox equipment, and
\$0.0522 page for colorqube on the Xerox equipment

4B. BUDGET ADJUSTMENTS/AUGMENTATIONS/TRANSFERS

It is recommended that the Special Trustee approves/ratifies the following adjustments, augmentations, and transfers. The adjustments do not adversely affect the total District budget.

FISCAL YEAR 2012-2013

1. General Fund – Unrestricted
2. General Fund – Restricted
3. Measure CC Bond Fund
4. Measure CC Bond Fund Series 2012C

1. General Fund – Unrestricted

Expenditures:

<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
-FROM-		
2XXX	Classified and Other Nonacademic Salaries	\$ 4,500.00
4XXX	Supplies and Materials	8,200.00
5XXX	Other Operating Expenses and Services	7,530.00
6XXX	Capital Outlay	<u>1,000.00</u>
		\$ 21,230.00

<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
-TO-		
1XXX	Academic Salaries	\$ 2,000.00
2XXX	Classified and Other Nonacademic Salaries	6,230.00
4XXX	Supplies and Materials	5,500.00
5XXX	Other Operating Expenses and Services	500.00
6XXX	Capital Outlay	1,000.00
7XXX	Other Outgo	<u>6,000.00</u>
		\$ 21,230.00

Summary Total **\$ 0.00**
 Total Transfer Amount - \$21,230.00

Summary of Transfers:

Unused funds for Classified and Student Workers’ Salaries reallocated to Supplies and Materials to provide additional funds for athletic uniforms; funds budgeted for Supplies and Materials and Equipment reallocated to Student Worker salaries; Other Operating Expenses increased from Supplies and Materials for Par Score machine maintenance agreement and Nursing equipment; Enrollment Management Funds allocated to Supplies and Materials transferred to Other Outgo for student transportation for Northern and Southern California college campus tours and Auxiliary Funds from Supplies and Materials budget reallocated to Other Operating Expenses and Services - Hospitality for First Year Experience year-end activity; Other Operating Expenses and Services Enrollment Management Funds transferred to Academic Salaries for Brother 2 Brother program faculty advisor stipend.

2. General Fund – Restricted

Expenditures:

-FROM-

<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
5XXX	Other Operating Expenses and Services	\$ 650.00
7XXX	Other Outgo	476.00
		<u>\$ 1,126.00</u>

-TO-

<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
1XXX	Academic Salaries	\$ 650.00
5XXX	Other Operating Expenses and Services	476.00
		<u>\$ 1,126.00</u>

Summary Total \$ 0.00

Total Transfer Amount - \$1,126.00

Summary of Transfers:

Transfer from supplies to Academic Salaries to provide funds for the stipend for presenting Eureka computer program workshops for Upward Bound Math-Science students. Excess funds Budgeted for Other Outgo transferred to Other Operating Expenses and Services.

3. Measure CC Bond Fund

Expenditures:

-FROM-

<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
5XXX	Holding Account	\$800,000.00

-TO-

<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
6XXX	Capital Outlay	\$800,000.00

Summary Total \$ 0.00

Total Transfer Amount - \$800,000.00

Summary of Transfers:

Reallocate funds from the holding account to architecture services for the Learning Resource Center construction project.

4. Measure CC Bond Fund Series 2012C

Expenditures:

-FROM-

<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
5XXX	Holding Account	\$ 142,416.00

-TO-

<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
6XXX	Capital Outlay	\$ 142,416.00

Summary Total

\$ 0.00

Total Transfer Amount - \$142,416.00

Summary of Transfers:

Reallocation of Phase 2 Project Holding Account funds to cover DSA testing and inspection services for Phase 2 contractor.

4C. TRANSFER OF STATE CATEGORICAL PROGRAM FUNDS

It is recommended that the Special Trustee authorizes the transfer of \$100 from the Matriculation program to the EOP&S program.

The 2009-2010 Budget Act provides districts with categorical flexibility for specified programs. Under this flexibility provision, districts are allowed to redirect funds from any specified categorical program to any other categorical program funded in the state budget. Districts that elect to redirect categorical funds are deemed to be in compliance with the statutory regulatory and provisional language associated with the specified categorical programs.

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

5A. FACILITIES, PLANNING & DEVELOPMENT – AMENDMENT

It is recommended that the Special Trustee approves/ratifies the amendment to the following contract.

AMENDMENT

- 1. CONTRACTOR:** **BERGMAN, DACEY, & GOLDSMITH**
- SERVICES:** The original agreement was board approved on May 16, 2012. This amendment to the agreement in the amount of \$50,000 and will increase the maximum approved contract from \$275,000 to \$325,000. This amendment is necessary due to the District's effort to close out all outstanding legal construction litigation.
- REQUESTING DEPT:** FACILITIES
- FUNDING:** BOND MEASURE CC
- DATES:** 07/01/12 – 06/30/13
- NTE:** \$325,000.00

5B. FACILITIES PLANNING AND DEVELOPMENT – CHANGE ORDER REPORTS FOR CAPITAL PROJECTS & MEASURE CC. PROP 39 PROJECTS

1. Minco Construction - Change Order #2 Utility Infrastructure Phase 2

It is recommended that the Special Trustee approves the following change order for the Utility Infrastructure Phase 2 project:

Provide all materials, labor and equipment to provide new concrete curb to the north of existing zero curb at Lot F per RFI 028. The new curb is required in order to prevent a vehicle from going over the side which would be a 20” drop in some areas into the landscaping. This additional work was not part of the original scope.

Change Order Cost \$13,545.00

Total Change Order Amount	\$13,545.00
----------------------------------	--------------------

Contractor: Minco Construction Co Inc.,	<u>Amount:</u>
Original Contract Amount	\$10,177,700.00
Net change by previous Change Orders (6)	\$0.00
Net sum prior to this Change Order	\$10,177,700.00
Amount of Change Order No. 2	\$13,545.00
Percentage of Change Order No. 6	0.13%
New Contract Sum	\$10,191,245.00
Percentage of Change to contract, to Date	0.13%

Adjustment to Contract Time:	
Original Completion Date Amount	November 30, 2013
Adj Approved Previous Change Orders	0
Completion Date Prior to this Change Order	November 30, 2013
Adj Approved This Change Order (# days)	0
New Completion Date	November 30, 2013

2. Pinner Construction Co., Inc. - Change Order #5 Central Plant/Stadium Lighting Project

It is recommended that the Special Trustee approve the following change order for the Central Plant/Stadium Lighting Project:

Provide materials, labor and equipment to remove and dispose of unforeseen pipe running through over excavation of Segment 5. Unforeseen pipes were discovered east of the maintenance building that was originally feeding other buildings already removed. This additional work was not part of the original scope.

Change Order Cost \$1,772.39

Provide credit to delete two sump drains and revised vents for sump drains per 1B-6. Per 1B-6, changes are to accommodate final SCE Drawings and current System (chiller plant) drawings.

Change Order Cost (\$4,262.49)

Total Change Order Amount (\$2,490.10)

Contractor: Pinner Construction Co Inc.,	<u>Amount:</u>
Original Contract Amount	\$10,008,432.00
Net change by previous Change Orders (4)	(\$111,078.83)
Net sum prior to this Change Order	\$9,897,353.17
Amount of Change Order No. 5	(\$2,490.10)
Percentage of Change Order No. 5	-0.02%
New Contract Sum	\$9,897,353.17
Percentage of Change to contract, to Date	-1.13%

Adjustment to Contract Time:

Original Completion Date Amount	October 3, 2013
Adj Approved Previous Change Orders	0
Completion Date Prior to this Change Order	October 3, 2013
Adj Approved This Change Order (# days)	0
New Completion Date	October 3, 2013

3. Pinner Construction - Change Order #7 Utility Infrastructure Phase 1

It is recommended that the Special Trustee approve the following change order for the Utility Infrastructure Phase 1 project:

Provide all materials, labor and equipment to setting gate posts at the east side of the Artesia entrance. Contractor encountered an unforeseen condition, a live underground Edison duct bank not shown on plans – revised footing design straddled the existing duct bank. The additional work was not part of the original scope and directed to proceed by the District.

Change Order Cost \$ 4,804.35

Total Change Order Amount \$ 4,804.35

Contractor: Pinner Construction Co Inc.,	<u>Amount:</u>
Original Contract Amount	\$17,641,568.00
Net change by previous Change Orders (6)	(\$905,372.30)
Net sum prior to this Change Order	\$16,736,195.70
Amount of Change Order No. 7	\$4,804.35
Percentage of Change Order No. 7	0.03%

New Contract Sum	\$16,741,000.05
Percentage of Change to contract, to Date	-5.10%
Adjustment to Contract Time:	
Original Completion Date Amount	October 3, 2013
Adj Approved Previous Change Orders	0
Completion Date Prior to this Change Order	October 3, 2013
Adj Approved This Change Order (# days)	0
New Completion Date	October 3, 2013

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

6A. CONTRACT OF EMPLOYMENT FOR CHIEF EXECUTIVE OFFICER

It is recommended the Special Trustee approve the Contract of Employment with Dr. Keith Curry, for four (4) years to serve as the Chief Executive Officer for Compton Community College District, commencing on July 1, 2013. The employment contract includes the following: Base annual salary Two Hundred Thousand, Three Hundred Twenty Dollars (\$200,320); local transportation allowance of Three-Hundred Dollars (\$300) per month of service; and a per month expense account of Five-Hundred Dollars (\$500) for CCCD/Compton Center related expenses.

6B. REVISED ACADEMIC POSITION:

It is recommended that the Special Trustee approves the following revised academic job descriptions:

DIRECTOR OF STUDENT DEVELOPMENT AND ATHLETICS

**FLSA:
EXEMPT
RANGE 3**

POSITION DESCRIPTION: Under the direction of the Dean of Student Services, the Director of Student Development and Athletics is responsible for planning, directing, and coordinating the operations of student activities on campus, including but not limited to student government, students clubs and organizations, graduation/commencement, student discipline, student recruitment, and the intercollegiate athletic program.

EXAMPLE OF DUTIES:

- Plan, direct, and review the student activities programs, implement program goals and objectives; recommend and administer policies and procedures.
- Prepare and distribute information related to activities sponsored by student organizations; develop and maintain a calendar of student events and coordinate with other campus events.
- Represent the student activities programs in a variety of meetings.
- Recruit, organize, and advise a variety of student clubs and organizations.
- Recruit and facilitate student participation in student government; serves as the advisor and general coordinator to student government; promote student participation in student government.
- Participate in the development and administration of the student activities program budget, materials and supplies, and monitor and approve related expenditures.
- Develop, write, edit, and distribute the student handbook.
- Plan, direct, and organize graduation/commencement ceremony.
- Organize and administer all programs of intercollegiate competition in men's and women's sports.
- Conduct regular meetings and trainings to promote strict adherence to conference and state athletic rules, regulations, and codes.
- Prepare and manage the annual budget and monitor all athletic-related expenditures in a fiscally responsible manner.
- Organize the athletic department to achieve maximum efficiency in the utilization of staff, funds, and facilities and ensure appropriate and equitable distribution of funds and use of facilities between men's and women's sports.
- Implement federal, state, and local policies and procedures governing student discipline and intercollegiate athletics.
- Coordinate all activities related to the scheduling of all athletic events, facilities, and transportation as necessary.
- Participate in the selection, supervision, and evaluation of the coaches, support staff, and athletic trainers.
- Represent the Compton Center and the athletic program to the community, conference, and the California Commission on Athletics.
- Prepare local and state reports and coordinate program review and student learning outcomes.
- This position will include assignments at off-campus sites, days, evenings, or weekends.

- Perform other duties as assigned or necessary in the management of student activities programs, collegiate athletics, and student recruitment.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

- Commitment to the academic development of all student-athletes and to the mission of the College.
- Organizational, administrative, and financial management skills.

ABILITY TO:

- Interpret and apply National Collegiate Athletic Associate, California Commission on Athletics, and other related conference rules and regulations.
- Direct and supervise the work of staff to maintain effective and cooperative working relationships.
- Demonstrate sensitivity to and willingness to work with students from diverse academic, socioeconomic, cultural, and ethnic backgrounds, and students with disabilities.

REQUIRED QUALIFICATIONS

- Master's degree in any field of study.
- Sensitivity and understanding of the diverse academic, social, economic, cultural, disability and ethnic backgrounds of community college students.

DESIRED QUALIFICATIONS

- Administrative experience at the community college or university level.
- Experience supervising professional staff.
- Working knowledge of student programming and student development.
- Demonstrated experience working with individuals from diverse backgrounds.
- Strong organization and communication skills.
- Strong computer skills.
- Ability to work flexible hours.
- Clean driving record and possession of a current California Driver's License.

WORKING CONDITIONS:

- Travel within and outside of the District in performing responsibilities and functions.
- Work under tight deadlines.
- Hear and speak to exchange information.
- Use hand, wrist and finger dexterity to operate a variety of office equipment.
- Lift up to 25 pounds.

6C. AMENDED EXEMPT POSITION:

It is recommended that the Special Trustee approves the following amended qualification for:

- Teacher Associate

REQUIRED QUALIFICATIONS

- Bachelor's degree
- If employed in TRIO Programs: Proof of successful passing of at least two parts of the CBEST.

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

XVII. Discussion/Information Items

1. Office of the Special Trustee
 - A. Agreement Between El Camino Community College District and Compton Community College District (2nd Reading)
 - B. Proposed Board of Trustees Scheduled Meeting Dates July-December 2013

2. Office of the Interim CEO
 - A. Special Trustee’s Advisory Committee Meeting Dates
 - B. Measure CC Citizens’ Bond Oversight Committee Meeting Dates
 - C. Board of Trustees Presentations and Reports Schedule for 2013
 - D. Board of Trustees’ Goals
 - E. Board Member Evaluation Form

3. Administrative Services
 - A. 2013-2014 Underlying Tentative Budget Assumptions

4. Facilities, Planning and Operations
 - A. Measure CC Bond Fund Category Budgets and Balances
 - B. Public Hearing of the Education Protection Account Funding and Expenditures

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

1A. AGREEMENT BETWEEN THE EL CAMINO COMMUNITY COLLEGE DISTRICT AND THE COMPTON COMMUNITY COLLEGE DISTRICT

It is recommended that the Special Trustee receives for the second reading, the Agreement between the El Camino Community College District and the Compton Community College District.

**AGREEMENT BETWEEN THE
EL CAMINO COMMUNITY COLLEGE DISTRICT AND THE
COMPTON COMMUNITY COLLEGE DISTRICT**

This Agreement is made and entered into on the __ day of ____, 2013, by and between the El Camino Community College District (hereinafter referred to as “El Camino”), acting by and through its Superintendent/President, and the Compton Community College District (hereinafter referred to as “Compton District”), acting by and through the Special Trustee appointed by the Chancellor of the California Community Colleges (hereinafter referred to as “Chancellor”) to serve as the Compton District’s governing board. Collectively, referred to as “The Parties”.

In recognition of the importance of a future independently accredited college within Compton District and the importance of the Accrediting Commission for Community and Junior Colleges’ (ACCJC) Eligibility Requirements, this Agreement addresses the mutual interest of the parties in ultimately achieving accredited status. El Camino is required to meet the ACCJC Standards, Eligibility Requirements, and the Commission policies continuously. In consideration of the mutual commitments contained herein, the parties agree as follows:

1. This Agreement, and the parties’ implementation of it, is intended to provide a set of binding mutual understandings to achieve the following goals:

A. Provide the students and residents of the Compton District with access to accredited community college programs and services that address their educational needs and contribute to the overall welfare and development of the community. Through El Camino and its Center on the Compton District’s facilities in Compton, California known as the “El Camino College Compton Community Educational Center,” also known as the “El Camino College Compton Center,” and hereinafter referred to as the “Center”;

* Obtaining accreditation for the Center will be a multi-year process. Based on the *Eligibility, Candidacy and Initial Accreditation Manual* published by the Accrediting Commission for Community and Junior Colleges, the parties have outlined the steps required to gain accreditation and an anticipated time frame. The outline is appended to this Agreement as Attachment A, for information purposes only.

- B. Specify the various rights and responsibilities of each party in providing those programs and services;
 - C. Create the conditions under which the Compton District will have a genuine opportunity to establish a newly accredited college;*
 - D. Advance effective, mutually respectful relationships between and among the State Chancellor/Special Trustee, Superintendent/President of El Camino, ACCJC, faculty, staff, students and administrators of El Camino and the Compton District;
 - E. Ensure the current structure is consistent with the ACCJC Standards and Eligibility Requirements and provide El Camino with the responsibility and authority needed to develop and transform the Center to an accredited institution within El Camino conforming to the accreditation requirements of the ACCJC;
 - F. Continue to safeguard El Camino College's positive accreditation status while moving the Center to an accredited college within El Camino;
 - G. Understand that El Camino is entrusted to move the Center to an accredited institution within El Camino and as such, El Camino must have complete authority for that task; and;
 - H. Once the Center becomes an accredited college within the El Camino Community College District, a major substantive change proposal for revising the authority would be prepared by the Superintendent/President of El Camino College, President of Compton College, and Chancellor's Special Trustee. The parties, working with the Chancellor's Special Trustee, would need to prepare the Compton District in assuming authority over Compton College by assuring that the operation of Compton College is consistent with ACCJC Standards, Eligibility Requirements, and Commission policies.
2. All programs and services of the Center provided under this Agreement shall be offered exclusively by El Camino. During the term of this Agreement the Compton District shall assist El Camino and not interfere with the process that requires status as an accredited institution. The Compton District shall also refrain from engaging in any activity that would pose a demonstrable risk to El Camino's reputation and accreditation. Compton District shall cooperate with El Camino in its efforts to secure accreditation, and shall comply with every reasonable request of El Camino with respect to El Camino's efforts to maintain ACCJC Standards and Eligibility Requirements.
 3. On an annual basis, the Superintendent/President and the Special Trustee will meet with the ACCJC and the Chancellor to discuss progress toward the Center meeting all Eligibility Requirements and Accreditation Standards as necessary for obtaining institutional accreditation.

El Camino and the Center

4. As authorized by Chapter 50 of the Statutes of 2006 (AB 318, Dymally) (and any amendments thereto), El Camino shall manage the Center. The educational programs and services offered by El Camino at the Center shall consist of credit and non-credit offerings, and student support services. Students enrolling in classes at the Center shall be students of El Camino, shall receive credit from El Camino for classes they successfully complete, and shall receive certificates or degrees they earn from El Camino. El Camino shall maintain student records related to the attendance of students in classes, in accordance with all applicable state and federal laws.
5. The Center, and all of its educational programs and services, shall be under the exclusive management and authority of El Camino. As used in this Agreement, the Center's programs and services determined by El Camino, including but not limited to the following: credit and non-credit courses and programs; library and learning resource center services; counseling and matriculation services; admissions and records; financial aid; student life; categorical programs such as EOPS, DSPS, CalWorks, GAIN, and TANF; transfer center services; athletics; international students; relations with schools; and special programs and services such as the Foster/Kinship Care Program.
6. Subject to funding, El Camino may include the following among the programs and services it provides at the Center:
 - A. EOPS, Special Resources Center (DSPS), CalWorks, GAIN, TANF and other categorical programs (as well as federally supported programs and grants to Hispanic-Serving Institutions under Title V of the Higher Education Act) that are separate from and independent of similar programs provided at El Camino's Torrance campus;
 - B. An Associated Student Body (ASB) organization at the Center that is separate from and independent of the Associated Student's Organization at El Camino and that assesses and benefits from its own fees; and
 - C. The Center intercollegiate athletic teams are separate from and independent of the athletic teams at El Camino's campus. Unless otherwise agreed to by the parties, the teams shall be designated as the "Compton Tartars."
7. The educational programs and student support services offered at the Center shall be clearly identified as exclusively programs and services of El Camino, and El Camino shall have full authority over all aspects of the programs and services offered at the Center, including but not limited to, curriculum development and approval, program review, student assessment, student services and institutional planning for the Center. Furthermore, as more fully specified in Sections 12.A, 12.B, 13 and 17, below, El Camino shall have authority over faculty and staff qualifications and evaluation of their performance.

8. El Camino, in consultation with its Academic Senate shall ensure that faculty employed by the Compton District but assigned to provide educational and support services at the Center are accorded appropriate professional standing in academic and professional matters as they relate to the Center, including but not limited to, curriculum development and approval, program review, student assessment, student services and institutional planning for the Center.
9. El Camino shall comply with all state and federal requirements to ensure that qualified students enrolled at the Center remain eligible for state and federal financial assistance.
10. As authorized by the Education Code, Compton District shall collect fees as follows:
 - A. Non-resident tuition fees, materials fees, Associated Student Body (ASB) fees, and ASB Student Representation fees, which shall be set by El Camino upon the recommendation of Compton District.
 - B. Parking fees and facility use fees, which will be set by Compton District.
11. El Camino shall appoint a full-time Vice President, Compton Center (hereinafter referred to as the Vice President) to serve as the Chief Instructional and Chief Student Services Officer of the Center (Attachment B – Description of VP, Compton Center position). Once the Eligibility Application is approved by ACCJC, there will be a transition period and the function and duties of the Vice President, Compton Center will be performed by the Compton District CEO.
12. El Camino and Compton District shall agree upon a staffing plan for the Center that identifies every position that will be needed to provide services at the Center and that specifies which of the positions the Compton District will fund. The parties shall implement the staffing plan as follows:
 - A. To the extent the parties determine necessary and appropriate, the Compton District shall propose assignment of its current employees to provide services at the Center pursuant to the staffing plan. Before any individual employee is assigned to provide services at the Center, El Camino, in its sole discretion, shall have the right to review employee qualifications and to determine if the assignment is an appropriate one. If El Camino determines that the assignment is appropriate, the employee shall remain an employee of the Compton District and shall not become an employee of El Camino, but he or she will provide services at the Center under the day-to-day supervision of El Camino. If El Camino determines that the assignment is not appropriate and declines to accept the employee, he or she shall not be assigned to provide services for El Camino at the Center.
 - A. When new employees need to be hired by Compton District pursuant to the staffing plan, Compton District shall promptly undertake reasonable efforts to recruit qualified employees for those positions using hiring procedures adopted by Compton District

following consultation with El Camino. The Superintendent/ President of El Camino or designee may choose to participate in final interviews for faculty and managers.

13. El Camino, acting through its Vice President, shall have the primary right to direct the activities of the Compton District employees assigned to provide educational and student support services at the Center consistent with the Compton District's contractual and legal rights and obligations as the employer of those individuals. The El Camino Vice President and the Compton District CEO shall work in a collegial and collaborative manner regarding these activities. Using evaluation procedures applicable to Compton District employees, El Camino shall also provide employee performance assessments to the Compton District regarding the services provided by the Compton District's employees. If El Camino finds that it is necessary to do so, El Camino may reassign a Compton District employee back to the Compton District after providing the Compton District with a reasonable opportunity to remedy any circumstances that El Camino believes warrants the reassignment.
14. Nothing in this agreement shall be construed to limit El Camino's ability to assign its own employees to oversee activities or to manage the educational and student support services at the Center, or to hire employees of any type or class as otherwise authorized by law as needed to provide oversight of activities or the management of educational and student support services at the Center. Any person who provides services pursuant to this section shall remain an employee of El Camino and shall not be deemed to be an employee of the Compton District nor shall any such employee gain any status with the Compton District for any purpose. It is understood by the parties that El Camino will assign its employees to provide services at the Center only if they voluntarily accept the assignment. El Camino and the Compton District may also enter into inter-jurisdictional agreements with each other to exchange employees needed for an interim period for a specific job classification.
15. As an alternative to delegating management of a Compton District operation to El Camino, as specified above, the parties may agree that El Camino will assume full responsibility for the operation (including staffing, equipment, and supplies) and that it will provide the Compton District with all relevant services associated with the operation as a service provider. Any such agreement shall be approved by the Special Trustee and shall take the form of a written agreement that specifies all of the terms and conditions of the services to be provided by El Camino and the compensation payable to El Camino for those services.

The Compton District

16. The Compton District shall provide District facilities available to El Camino without charge and shall name those facilities the "El Camino College Compton Community Educational Center."
17. The Special Trustee shall appoint a full-time CEO (Attachment C – Description of Compton District CEO position) for the Compton District. The CEO will serve as the

chief executive and operational officer for the Compton District. The CEO will report to the State Special Trustee. Once eligibility is granted by the ACCJC, to the El Camino College Compton Center this position title will change to Provost/CEO. As Provost, the Provost/CEO will report to the Superintendent/ President of El Camino; as CEO to the Special Trustee. Upon achieving accreditation status by ACCJC, the El Camino College Compton Center will become known as Compton College and the Provost/CEO position title will change to President/CEO. As President the President/CEO will report to the Superintendent/President of El Camino; as CEO to the Special Trustee. The Superintendent/President of El Camino and the Special Trustee will mutually agree on the selection of the President/CEO.

18. The Compton District CEO shall manage the Compton District Measure CC Bond funds, subject to the authority of the Special Trustee, in conformance with authority under AB 318.
19. The Special Trustee and the Superintendent/President of El Camino shall conduct an annual evaluation of the Compton District CEO. Such evaluation shall comply with any requirements set forth in the contract of employment with the Compton District CEO.
20. The Compton District shall remain responsible for the salary and benefits of its employees assigned to provide educational and student support services at the Center. El Camino shall remain responsible for the salary and benefits of its employees assigned to provide educational and student support services at the Center. Neither party shall have any responsibility for the salary or benefits of the other party's employees.
21. The Compton District shall continue to be responsible for ensuring that all of its permanent records are retained and stored as required by state and federal law.
22. All real property leases securing the Compton District bonds shall be leased by the Compton District, and not the Center or El Camino.
23. The Compton District shall be responsible for all retiree benefits, as well as retiree benefits offered its employees prior to the date its accreditation was revoked.
24. The Compton District shall receive apportionment for El Camino courses provided at the Center.
25. Every Compton District employee who is assigned to provide services at the Center shall do so pursuant to Education Code Section 74293. No such employee shall be deemed to be an employee of El Camino nor shall any such employee gain any status with El Camino for any purpose.

Accreditation Plan

26. The parties acknowledge that a fundamental long-term goal of this Agreement is to establish a newly accredited college in the Compton District. The Compton District will assist and cooperate with El Camino to initiate an application for eligibility. In furtherance of that goal, the parties shall develop an overall plan under which the Center will prepare for accreditation and complete all of the work necessary to enable El Camino, as a goal, to initiate an application for eligibility within five (5) years of this Agreement.
27. Under direction from the El Camino Superintendent/President, the Compton District CEO shall manage the following operations, subject to the authority of the Special Trustee, in conformance with authority under AB 318: business and administrative activities including accounting services (accounts receivable, accounts payable, general accounting and maintenance of the general ledger, and cashier services); budget development and administration; financial, credit and debt management; payroll services; purchasing, receiving and asset management; auxiliary services (including bookstore and cafeteria operations, grants administration); risk management and insurance; management information services; facilities maintenance and operations; construction and other capital improvement projects; human resources and labor relations; community and governmental relations that relate primarily to the Compton District and not of the Center (including, but not limited to, organization and operations of the Compton District and the office of the Special Trustee; and all other business, legal and administrative activities that relate primarily to the management of the Compton District).

The Compton District shall not enter into any contract, employ any consultant or independent contractor, or employ any employee with management or supervisory duties that may have impact on the Center, without first securing the approval of the Superintendent/President, or designee.

The Compton District CEO shall provide sufficient resources and personnel knowledgeable in the rules, processes and deadlines of the State Capital Outlay Program. These employees will ensure that the legislatively established project scope, budget and schedule will be adhered to resulting in the timely completion of the project(s).

28. If the El Camino Superintendent/President determines that actions of the Compton District will negatively impact the operations of the Center, the Superintendent/ President and the Special Trustee, shall meet with the Compton District CEO to resolve the concerns.
29. El Camino management of Compton District operations pursuant to Section 26, the following shall apply:
 - A. All employees assigned to work in the operation shall remain employees of the Compton District and shall not gain any status with El Camino for any purposes.

- B. El Camino may assign its own employees to assist in providing services needed in the operation, or may hire employees of any type or class as otherwise authorized by law as needed to provide oversight of the Compton District; nor shall any such employee gain any status with the Compton District for any purpose. It is understood by the parties that El Camino will assign its employees to provide services at the Compton District only if they voluntarily accept the assignment.
- C. The Compton District shall remain responsible for the salary and benefits of its employees working in the operation and El Camino shall remain responsible for the salary and benefits of its employees working in the operation.
- D. In managing the operation of the Compton District, El Camino requires that no funds of the Compton District are expended or committed without approval of the Special Trustee, or an appropriate Compton District official acting under delegated authority from the Special Trustee.

Budget Development and Monitoring

- 30. El Camino, in consultation with Compton District, shall set up an annual budget development procedure that includes a budget development calendar, defines the roles and responsibilities of Compton District and El Camino officials involved in the process, and identifies the manner in which appropriate collegial consultation will occur. Following that procedure El Camino will develop a budget for the Center and the operations it manages pursuant to Sections 27 and 29, above. The budget, which shall be updated annually, shall be based upon enrollment projections and other operational goals agreed upon by the parties and shall consist of:
 - A. an operating budget for the Center for the upcoming fiscal year;
 - B. an operating budget for the operations El Camino manages pursuant to Sections 27 and 29, above, for the upcoming fiscal year; and
 - C. a projected budget for the Center for each of the two succeeding fiscal years.
- 31. Before adopting the annual budget, the Special Trustee shall determine if the Superintendent/President concurs with the proposed budget. If the Superintendent/President concurs, the Special Trustee shall adopt the budget as specified in section 32. If the Superintendent/President does not concur, the Special Trustee shall either modify the budget as necessary to obtain the Superintendent/President's concurrence, or adopt the budget without the concurrence. In the latter case, El Camino will be deemed to have given notice of termination of this Agreement on the date of the budget's adoption and the termination procedure set forth in Section 47 shall be automatically invoked.

32. Once the Special Trustee adopts the annual budget, the Compton District shall, as a first priority, fund the Center's operating budget for the current fiscal year and the current operating budget for the operations El Camino manages pursuant to this agreement. El Camino shall provide fiscal and administrative oversight for the operation of the Center and all matters related to the Center.
33. Once the annual budget is adopted by the Special Trustee, the Superintendent/ President, Special Trustee and the Compton District CEO shall monitor the Compton District budget for fiscal stability, and for purposes of assuring that the budget allows for progress toward an independently accredited college. As such, all contracts in consultation with the Special Trustee shall be pre-approved by the Superintendent/ President prior to the Special Trustee taking action. Contracts deemed to jeopardize fiscal stability of the Compton District and/or accreditation of an independent college, by the Superintendent/President, shall not be approved by the Special Trustee.

Furthermore, any contract agreement with a term longer than one year in duration and/or any contract exceeding \$83,400 (Competitive Bid Limit, per the Public Contract Code (PCC) Section 20111(a)) shall be pre-approved by the Chancellor of the California Community Colleges, or designee prior to the Special Trustee taking action.

34. If the parties are unable to reach concurrence on this Agreement's contract provisions and/or the adopted budget, the parties are required to meet jointly with the Chancellor of the California Community Colleges for dispute resolution.

Recruitment, Retention, Marketing and Enrollment

35. The parties agree that student enrollment at the Center is an important, quantifiable measure of service to the community, and recognize that the Center's enrollment will ultimately determine the Compton District's entitlement to State apportionment. As a consequence, El Camino acknowledges that the Compton District has a substantial interest in monitoring enrollment at the Center and agrees to exercise best efforts to match enrollment to available apportionment funding.
36. The El Camino Vice President in consultation with the Compton District CEO shall prepare annual short and long-term recruitment, retention, marketing and enrollment management plans for the Center which shall be presented to the Superintendent/President for review and approval. The process by which the various plans are developed shall provide for broad participation by the Compton District faculty, staff, students and administrators.
37. By April 15 of each academic year the Compton District CEO and Vice President shall establish an enrollment goal for the Center for the subsequent academic year. Through the budget development process the Compton District shall identify the funding necessary to achieve that goal and ensure that the funding is made available.

38. El Camino shall record attendance at the Center according to rules and regulations prescribed by the Board of Governors of the California Community Colleges and shall submit accurate and timely attendance reports to the Chancellor's Office. Before submitting any such report, however, El Camino shall provide the Compton District with an opportunity to review the report.

Miscellaneous

39. Under the terms of this Agreement, and in accordance with AB318 the parties acknowledge that all authority that would otherwise be vested in the Compton District's Governing Board by law is delegated to the Special Trustee.
40. El Camino shall be entitled to an annual administrative fee of \$50,000 for its services under this Agreement, payable at the beginning of each fiscal year. Upon the Compton District's receipt of El Camino's invoice for the fee, the Compton District shall remit the fee to El Camino within 30 days.
41. Effective in 2006 and increased annually by inflation thereafter, the Chancellor, acting under his authority under title 5, California Code of Regulations Section 58771, shall authorize annually the amount of \$4,000,000.00 as an increase in revenue to El Camino.
42. The Superintendent/President and Special Trustee will set the compensation for the Compton District CEO. Total compensation means salary, benefits, and other remuneration. This compensation will be consistent with the experience required and responsibilities of the position.
43. The Compton District shall defend and indemnify El Camino, its officers, employees or agents, in connection with any and all claims, actions or lawsuits that arise in any manner from the acts or omissions of the Compton District, its officers, employees or agents in the performance of this agreement, and El Camino shall defend and indemnify the Compton District, its officers, employees or agents, in connection with any and all claims, actions or lawsuits that arise in any manner from the acts or omissions of El Camino, its officers, employees or agents in the performance of this agreement. It is expressly understood that in the event of a claim, action, or lawsuit based upon an act or omission of a Compton District employee assigned to provide services at the Center under this agreement, the Compton District employee shall not be deemed to be an agent of El Camino unless the act or omission giving rise to the claim, action or lawsuit was one required by El Camino or taken at the explicit direction of an El Camino supervisor or manager.
44. During the term of this Agreement, each party shall maintain in effect a policy or policies of insurance issued by one or more insurance companies and/or a memorandum or memoranda of coverage issued by a joint powers authority providing the coverage identified below:

- A. Liability to a third party for bodily injury, sickness, or disease and for physical injury to tangible property and/or for loss of use of tangible property not physically injured that is neither expected nor intended from the standpoint of the insured or of the covered party. The policy limit or limit of liability for such coverage shall be at least \$1,000,000 per occurrence with an aggregate limit of no less than \$5,000,000.
 - B. Liability to a third party for “personal injury” offense(s) as defined by the applicable policy of insurance or memorandum of coverage. The policy limit or limit of liability for such coverage shall be at least \$1,000,000 per occurrence or claim with an aggregate limit of no less than \$5,000,000.
 - C. Liability to a third party for “errors and omissions” as defined by the applicable policy of insurance or memorandum of coverage. The policy limit or limit of liability for such coverage shall be at least \$1,000,000 per occurrence or claim with an aggregate limit of no less than \$5,000,000.
 - D. Automobile Liability with the following limits: Primary Bodily Injury limits of \$1,000,000 per occurrence and Primary Property Damage limits of \$5,000,000 per occurrence or combined single limits of Primary Bodily and Primary Damage of \$10,000,000 per occurrence.
 - E. Workers’ Compensation Insurance with the limits established and required by the State of California.
 - F. Employer's Liability with limits of \$5,000,000 per claim.
45. During the term of this Agreement, each party shall cause the other party and its elected and appointed officers, directors, employees and agents to be named as additional insured under the policy or policies of insurance providing the coverage identified above for claims arising out of actual or alleged acts or omissions on the part of the other party, its elected and appointed officers, employees and agents and/or cause the other party, its officers, employees and agents to be named as a covered party or as an additional covered party under the memorandum or memoranda of coverage providing the coverage identified above for claims arising out of actual or alleged acts or omissions on the part of the other party, its elected and appointed officers, employees and agents. However, this provision shall not apply to the coverage for “errors and omissions.”
46. By July 1 of each year, each party shall provide to or cause to be provided to the other party a certificate or certificates of insurance identifying the policy or policies of insurance to which the other party has been named as an additional insured and/or certificate or certificates of coverage or similar document(s) identifying the memorandum or memoranda of coverage to which each party has been named as an additional covered party. Each such policy or memorandum shall state that not less than thirty (30) days’ written notice shall be given to the other party prior to cancellation; and, shall waive all

rights of subrogation. Each party shall immediately notify the other party in the event of material change in, or failure to renew, each policy or memorandum.

47. This Agreement shall take effect immediately and shall remain in effect until it is terminated. Either party may initiate termination of this Agreement by giving 180 days written notice to the other party, and to the Board of Governors of the California Community Colleges, of its intent to terminate. No termination pursuant to this section shall take effect until the end of the semester following the expiration of the notice period provided under this section so as to protect students from a mid-term interruption of educational services. Regardless of which party may initiate the termination of this Agreement, all parties shall meet with the President of ACCJC in order to completely understand the implications of terminating the partnership and the process required by ACCJC regarding the closure of the Center.
48. Notwithstanding anything in Section 47 to the contrary, in the event El Camino initiates termination of this Agreement by giving notice to the Compton District and the Board of Governors of its intent to terminate pursuant to the preceding section, the Chancellor shall meet with the Superintendent/President of El Camino to determine if the proposed termination by El Camino relates to factors that can be resolved with the Chancellor's assistance. If that is not the case, and if El Camino declines to withdraw its notice of termination within ninety days after it was initially given to the Compton District and the Board of Governors, the Special Trustee shall immediately act to terminate the agreement pursuant to Education Code Section 74292(1) (2), which explicitly authorizes the Special Trustee to initiate termination of agreements with a partner district. Thereafter, the Special Trustee, the Chancellor and the Board of Governors of the California Community Colleges shall be deemed to have waived any and all rights whatsoever that they may have to require El Camino to continue to provide services as a partner district. This waiver provision is irrevocable and its inclusion in this agreement has been relied upon by El Camino as a material inducement for its willingness to enter into this Agreement.
49. Any notice required to be delivered under this Agreement to the other party must be in writing and shall be effective (i) when personally delivered to the other party or (ii) three business days after deposit in the United States mail, postage fully prepaid and addressed to the respective party as set forth below (or to such other address and to such other persons as the parties may hereafter designate by written notice to the other):

To the Compton District:

Special Trustee
COMPTON COMMUNITY COLLEGE DISTRICT
1111 E. Artesia Boulevard
Compton, CA 90221

To El Camino:

Superintendent/President
EL CAMINO COMMUNITY COLLEGE DISTRICT
16007 Crenshaw Boulevard
Torrance, CA 90506

To the Chancellor and Board of Governors:

Chancellor
CALIFORNIA COMMUNITY COLLEGES
1102 Q Street
Sacramento, CA 95811

50. This Agreement represents the entire understanding between the parties and supersedes all prior agreements, written or oral. This Agreement may be amended or modified only by an agreement in writing signed by both the Compton District and El Camino.

IN WITNESS WHEREOF, the parties have executed this agreement on, _____, 2013.

COMPTON COMMUNITY COLLEGE DISTRICT

By _____
Thomas E. Henry
Special Trustee

EL CAMINO COMMUNITY COLLEGE DISTRICT

By _____
Thomas M. Fallo
Superintendent President

I have reviewed this Agreement 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 her under the law, to bind the Compton Community College District to the terms set forth in the agreement.

Brice Harris
Chancellor, California Community Colleges

Attachment - A

Requirements for Establishing Eligibility for Accreditation

Step 1- Establishing that the ACCJC Eligibility Requirements have been Met and Applying for Eligibility

Before making a formal application of any kind to the ACCJC, must first establish its eligibility, to become a Candidate for Accreditation. Criteria for establishing the Eligibility Requirements (ERs) include completing an assessment of the Center's relationship to the basic requirements for institutional eligibility and providing the Commission with a description (with relevant evidence) of how the institution meets standards in the following twenty-one areas:

Eligibility Requirements

- | | |
|-------------------------------------|---|
| 1 Authority | 14 Student Services |
| 2 Mission | 15 Admissions |
| 3 Governing Board | 16 Information and Learning Resources |
| 4 Chief Executive Officer | 17 Financial Resources |
| 5 Administrative Capacity | 18 Financial Accountability |
| 6 Operational Status | 19 Institutional Planning and Evaluation |
| 7 Degrees | 20 Integrity in Communication with the Public |
| 8 Educational Programs | 21 Integrity in Relations with the Accrediting Commission |
| 9 Academic Credit | |
| 10 Student Learning and Achievement | |
| 11 General Education | |
| 12 Academic Freedom | |
| 13 Faculty | |

El Camino College is responsible for and is committed to the Center demonstrating that it meets the twenty-one basic criteria for institutional eligibility. When El Camino determines that the Center meets the Eligibility Requirements, El Camino will submit an eligibility application and supporting documented evidence asking for eligibility status for the Center. The Eligibility Application explains in detail how the institution meets each of the Eligibility Requirements and provides evidence to support the explanation.

Eligibility status is not a formal affiliation with the Commission, but it is a prerequisite, for an institution to be able to proceed to seek Candidacy status. If Eligibility is denied, the Commission will state which Eligibility Requirements the institution has failed to meet. If Eligibility is granted, the Commission notifies the institution in writing and develops a time frame for the institution's self-study for Candidacy.

(Time Line – 2006 to Point of Eligibility Application – This process can take several years, depending on the Center's adherence to and sustainability of the Eligibility Requirements)

Step 2 – Candidacy Status

Once eligibility is granted, ACCJC develops a time frame for the Institution's self-study in preparation for the Candidacy review. The El Camino College Superintendent/President communicates the acceptance of or makes suggestions for modifications to the time frame. The Commission responds identifying a visit date. The Commission also invites Center staff to attend training for institutions undertaking the self-study. The Center will apply for candidacy status by completing and submitting a Self-Study Report using the Standards of Accreditation, the Self Study Manual, and other Commission policies and resources. This report needs to be supported by evidence that must be retained for later review by a visiting accreditation team.

Following submission of the Self-Study Report, the Commission will send a team to visit the Center for the purpose of determining if the institution meets the standards, policies and eligibility criteria of the Commission. The Commission team will verify how well the institution meets or exceeds the Standards of Accreditation. The steps for Candidacy remain separate and distinct from the steps to achieve Initial Accreditation. The visiting team report shall identify any perceived deficiencies in meeting Standards of Accreditation and any eligibility deficiencies. At its next regular meeting the Commission may grant the Center candidacy or provide for an extension, deferral, denial, or termination of candidacy. If Candidacy is denied, the institution may reapply for Candidacy by submitting another Self-Study Report after two years. If Candidacy is granted, the Center will be expected to remain in compliance with the standards of accreditation during the entire candidacy period, generally a period of at least two years. If granted, a timetable for Initial Accreditation is arranged by the Commission.

An institution that has achieved Candidacy status is an institution that has demonstrated that it minimally meets the Standards of Accreditation and has a limited time (four years total) to fully meet or exceed Standards. Candidacy status is a formal status of affiliation with the Commission and is awarded for two years. Under no circumstance may Candidacy status exceed a total of four years.

(Time Line – Eligibility Application Granted to Submission of Self Study – This process can take several years, depending on the Center's adherence to and sustainability of the Eligibility Requirements and Standards of Accreditation – Typically a Self-Study takes Two Years)

Step 3 Achieving Initial Accreditation Status after Candidacy Status Granted

After at least two years as a candidate for accreditation, the Center will need to either apply for an extension of Candidacy beyond the initial two-year period, or apply for Initial Accreditation. To apply for Initial Accreditation, the Center must submit another Self-Study Report using the Standards of Accreditation, the Self Study Manual, and other Commission policies and resources. This Self Study Report is supported by evidence that the institution

continues to meet the Eligibility Requirements as well as the ACCJC's standards and policies. Following submission of the report, a team visits the institution for the purpose of ensuring the institution meets all standards of the Commission. Following the review of the self-study and team reports, the Commission will grant initial accreditation to a new college, extend the period of candidacy, or deny initial accreditation.

If initial accreditation is granted, the new college could be named "Compton College". The new institution conducts a self-study and applies for reaffirmation every six years thereafter, which has several parts. These include a six-year comprehensive evaluation, a midterm evaluation in the third year, annual reports and annual fiscal reports to the Commission, and other progress and substantive change reports and visits as deemed necessary by the Commission.

The periodic self-study and comprehensive evaluation by a visiting team is a peer review of ongoing institutional good practices. An accredited institution is expected to meet or exceed Accreditation Standards and comply with Commission policies at all times.

Source: Eligibility, Candidacy and Initial Accreditation Manual, a publication of the Accrediting Commission for Community and Junior Colleges, August 2009.

Attachment B

EL CAMINO COMMUNITY COLLEGE DISTRICT

CLASS TITLE: VICE PRESIDENT, COMPTON CENTER

BASIC FUNCTION:

Under the direction of the Superintendent/President, serves as the chief academic and student services officer for the El Camino College Compton Education Center for the duration of the partnership. The vice president will provide leadership in the planning, development, and implementation of the District's instructional program, student services program and support services for the Center.

REPRESENTATIVE DUTIES:

Work collaboratively with the Compton Community College District CEO to assure Center institutional needs are met.

Develop, in conjunction with the CEO, enrollment goals that conform to the mission and priorities of the Center, allocate resources to attain those goals, and monitor achievement of the goals.

Work with the Vice Presidents of Academic Affairs and Student & Community Advancement and the leadership of the Compton Community College District 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 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.

Coordinate all activities in preparation of establishing eligibility for accreditation and serve as the liaison to the District's Accreditation Liaison Officer with the Accrediting Commission for California Community Colleges; monitor accreditation process and ensure that institutional self-studies are conducted and documented with appropriate constituency involvement.

Participate in budget planning, development, and implementation with responsibility for monitoring assigned budgets for academic affairs and student services.

Participate, together with the CEO and Superintendent/President, in the selection of all Center instructional and student services managers and faculty. Similarly, participate with the CEO in the selection of Compton District managers.

Work with academic and support staff, community organizations and regional businesses to identify educational needs and to foster effective relationships with and in support of the Center.

Supervise and evaluate the performance of assigned personnel, with input from the CEO, including the deans at the Center and faculty, classified and student employees in the academic and student services programs.

Guide the development of an effective professional development program at the Center.

Evaluate the effectiveness of the Center's overall instructional program and services and develop plans and policies for the improvement of this program by evaluating all curricula from educational, cost benefits, and personnel management perspectives.

Implement the academic program review process and ensure that all stakeholders have an opportunity to provide input into the development processes and incorporate the results into the planning process anticipating the personnel, facilities and equipment needs of each program and work closely with the CEO to address those needs.

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.

Implement an effective operation of the Center in terms of class scheduling, budget development and monitoring, maintenance operations, personnel procedures, and coordination with programs at El Camino College.

Coordinate instructional needs with service areas such as Admissions and Records, Financial Aid, Public Information and Marketing, Counseling, Information Technology Services, Facilities Planning and Services, and Staff Development.

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Planning, organizing, and directing an instructional program within an institution of higher education.

Budget preparation and controls.

Principles and practices of instruction, accreditation program review and planning.

Principles and practices of supervision and management.
Principles of class schedule development.

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 an instructional program 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 area 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.

EDUCATION AND EXPERIENCE:

Requires a master's degree and three years of full-time post-secondary teaching experience and three years of academic leadership experience at the dean's level or the equivalent at an accredited institution of higher education or a master's degree, post-secondary teaching experience and five years of academic leadership experience at the dean's level or the equivalent at an accredited institution of higher education.

DESIRED QUALIFICATIONS:

Possession of an earned doctorate from an accredited institution is preferred.

WORKING CONDITIONS:

ENVIRONMENT:

Office work environment.
Attendance at multiple meetings.
Extended periods of sitting.

Attachment C

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. PROPOSED BOARD OF TRUSTEES' SCHEDULED MEETING DATES

It is recommended that the Special Trustee discuss the Proposed Board of Trustees Regularly Scheduled Meeting Dates for July-December 2013.

**Board of Trustees Regularly Scheduled Meeting Dates
July-December 2013**

Tuesday, July 16, 2013	4:00 p.m. (Closed Session) 5:00 p.m. (Open Session)
Tuesday, August 20, 2013	4:00 p.m. (Closed Session) 5:00 p.m. (Open Session)
Tuesday, September 3, 2013	4:00 p.m. (Closed Session) 5:00 p.m. (Open Session)
Tuesday, October 22, 2013	4:00 p.m. (Closed Session) 5:00 p.m. (Open Session)
Tuesday, November 19, 2013	4:00 p.m. (Closed Session) 5:00 p.m. (Open Session)
Tuesday, December 17, 2013	4:00 p.m. (Closed Session) 5:00 p.m. (Open Session)

**BOARD OF TRUSTEE MEETINGS WILL BE HELD IN THE
DISTRICT BOARD ROOM AT
1111 E. ARTESIA BOULEVARD; COMPTON, CALIFORNIA 90221**

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

2A. SPECIAL TRUSTEE'S ADVISORY COMMITTEE MEETING DATES FOR 2013

It is recommended that the Special Trustee receives for information the Special Trustee's Advisory Committee meeting dates and times. All committee meetings will be held in the District Board Room at 6:30 p.m.

Monday, April 15, 2013

Monday, June 17, 2013

Monday, August 19, 2013

Monday, October 21, 2013

Monday, December 16, 2013

2B. MEASURE CC BOND OVERSIGHT COMMITTEE MEETING DATES

It is recommended that the Special Trustee receives for information the Measure CC Bond Oversight Committee meeting dates and times. All committee meetings will be held in the District Board Room.

Thursday, April 25, 2013 @ 5:00 p.m.

Thursday, June 27, 2013 @ 5:00 p.m.

2C. BOARD OF TRUSTEE’S PRESENTATIONS AND REPORTS SCHEDULE 2013 - INFORMATIONAL ITEM

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

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

MONTH	PRESENTATION	REPORT
January 2013	Facilities Projects	
February 2013	2011-2012 CCCD Financial Audit Report 2011-2012 Measure CC General Obligation Bond Audit Report	2012-2013 Budget Update FTES Compton Center 2012 Annual Fact Book
March 2013		Quarterly Fiscal Status Report
April 2013	El Camino College Compton Center Student Success Scorecard 2013-2014 Budget Assumptions	
May 2013	Foundation for Compton Community College District Student Learning Outcomes	Accreditation Update Notice of Public Hearing
June 2013	Measure CC Bond Oversight Committee Annual Report 2011-2012 2013-2014 Compton Community College District Tentative Budget	Tentative Budget Quarterly Fiscal Status Report
July 2013	Compton Center Accreditation Status Report	
August 2013	Facilities Projects	Notice of Public Hearing FTES Compton Center
September 2013	2013-2014 Compton Community College District Budget First Year Experience Program	Quarterly Fiscal Status Report Budget Adoption
October 2013	Financial Aid	Faculty/Staff Professional Development
November 2013	Special Trustee’s Advisory Committee	Accreditation Update
December 2013	FCMAT	Quarterly Fiscal Status Report

Revised: 4.09.2013

2F. BOARD OF TRUSTEE'S GOALS

It is recommended that the Special Trustee discusses the Elected Board of Trustees 2012-2013 Goals.

Compton Community College District Elected Board of Trustees 2012-2013 Goals

- I. Participate in community activities and events and bring observations to the Board.
 - a. Attend events in the community.
 - b. Speak to community groups.
 - c. 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.

- 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. Actively support the Foundation activities.
 - b. Develop community involvement in the Foundation.

- VIII. 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.

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

2G. BOARD OF TRUSTEE’S GOALS

It is recommended that the Special Trustee discuss the CCCD Board of Trustees Self-Evaluation Questionnaire 2012-2013

**COMPTON COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES
SELF-EVALUATION QUESTIONNAIRE 2012-2013**

<u>Individual Trustees’ appraisal of all members’ activities.</u>	Strongly Agree	Agree	Disagree	Strongly Disagree	No Response
1. Participate in community activities and events and bring observations to the Board.					
a. Attend events in the community.					
b. Speak to community groups.					
c. Bring copies of community events and activities to other Elected Board members.					
2. 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.					
3. 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.					
4. 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.					
5. 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.					
6. 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.					
7. Support the Foundation for Compton Community College District.					
a. Actively support the Foundation activities.					
b. Develop community involvement in the Foundation.					
8. 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.					
9. Required Board Training.					
a. Ethics, per AB 1234.					
b. Sexual Harassment.					

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

3A. 2013-2014 UNDERLYING TENTATIVE BUDGET ASSUMPTIONS

It is recommended that the Special Trustee receives for information the 2013-2014 Budget Assumptions.

The Tentative Budget reflects information available at this time from the California Community Colleges Chancellor's Office. It is anticipated that additional adjustments may be required as more information becomes available. The Tentative Budget will be submitted to the Special Trustee for approval at the June 18, 2013 Board of Trustees meeting.

I. Basic Revenue and Expense Assumptions – Unrestricted General Fund:

- A. Projected beginning fund balance: **\$3,614,244.**
- B. Estimated state general apportionment: **\$30,285,666**, which includes Education Project Account (EPA) funds
- C. Estimated Education Project Account (EPA): **\$4,920,470.**
- D. Targeted reserve for contingency and ending fund balance: **\$2,751,407** (7.59%) of budgeted expenditures.
- E. Anticipate State deferral of approximately **\$6,824,960** in general fund apportionment payments.
- F. The District is projecting the need of a Tax and Revenue Anticipation Notes (TRANs) during the 2013-2014 fiscal year in the amount of **\$6,800,000** to supplement cash flow due to anticipated stated deferrals.
- G. Budget the General State Apportionment in alignment with the El Camino College Compton Center generating 6,000 FTES and offering 1,375 sections.
- H. No budgeted growth or Cost of Living Adjustment (COLA) funds.
- I. Budget for the GASB "pay as you go" costs for Retiree Benefits: **\$575,991.**
- J. Budget for the PARS Retirement Payment: **\$109,842.** The total remaining district liability for participating in PARS is: **\$329,526.**
- K. Estimated Public Employee Retirement System contributions at 12% or \$6,700.
- L. Budget for projected utilities increase of 15% or \$152,000.
- M. Budget all step and column increases of approximately \$300,000.
- N. Budget to fill the following eight faculty positions:
 - a. Communication Studies
 - b. Counseling / Learning Disabilities Specialist
 - c. Kinesiology/PE – Baseball Coach
 - d. Psychology
 - e. English/Reading
 - f. Mathematics– Two Positions
 - g. Nursing
- O. Budget to fill the following four new non-faculty positions:
 - a. Athletic Specialist

- b. Instructional Coordinator
 - c. Student Activities Coordinator
 - d. User Support Technician
- P. Budget for the Vice President of El Camino College Compton Center (\$160,000, including benefits) and the Information Technology Supervisor (\$143,000 including benefits) positions.
- Q. Budget for line of credit debt payment (\$1,292,420).
- R. Budget for the Police Services Contract with El Camino College (\$1,400,000).
- S. Budget for the following one-time expenses:
- a. Community Survey (\$35,000)
 - b. Enrollment Management Plan (\$100,000)
 - c. One-Time Planning Allocations (\$50,000)
 - d. Site improvements (\$200,000)
 - e. Student Success Plan (\$40,000)
 - f. Technology Plan (\$200,000)
- T. Budget for the Other Postemployment Benefit (OPEB) trust contribution (\$250,000).
- U. Unrestricted Budget includes the following interfund transfers out in the amount of \$650,000:
- a. Transfer \$200,000 to the line of credit for expenses from the 2009-2010 fiscal year. Total amount due to the line of credit is \$2,000,000. After the transfer the remaining amount due to the line of credit fund will be \$1,300,000. The District intends to complete the final transfer to the line of credit by the 2018-2019 year.
 - b. Transfer \$450,000 to the Property & Liability Fund.
- V. Provide one-time categorical budget augmentations to backfill reductions from granting agencies for the Special Resource Center, EOPS/CARE, and Matriculation programs.

II. Basic Revenue and Expense Assumptions - Line of Credit Fund:

- A. Administrative fee to El Camino College (\$50,000)
- B. Fiscal Crisis Management Assistance Team (FCMAT) Annual Review (\$125,000).
- C. Expenses associated with closing out the Nursing Loan Program (\$200,000).

Date of Approval
PBC: 03/26/13
Academic Senate:
Consultative Council: 03/04/13
Board of Trustees:

3A. MEASURE CC BOND FUND CATEGORY BUDGETS AND BALANCES

It is recommended that the Special Trustee receives for information the following Compton Community College District Measure CC Bond Fund Category Budgets and Balances.

The following table reports Measure CC Bond expenditures through January 31st, 2013

CATEGORY	BUDGET	EXPENDED	BALANCE
			\$
Unassigned	\$ 3,725,917	\$ -	3,725,917
Allied Health Building *	1,800,000	158,287	1,641,713
Campus Wide Improvement	325,000	304,030	20,970
Infrastructure Phase 1 *,**	11,490,000	5,951,622	5,538,378
Infrastructure Phase 2*; **	5,000,000	2,057,689	2,942,311
Learning Resource Center	370,000	5,596	364,404
Master Planning	158,000	31,980	126,020
MIS Building Renovation Phase 1	891,215	604,972	286,243
Music	1,200,000	20,862	1,179,138
Program Support	210,000	162,710	47,290
Utilities Master Plan**	723,460	95,601	627,859
	<u>\$ 25,893,592</u>	<u>\$ 9,393,349</u>	<u>\$ 16,500,243</u>

* These projects are funded by State Capital Outlay funds (~90%) and Measure CC Bond funds (~10%)

** All costs expended to date will be replenished by State Capital Outlay funds once reimbursement by the State

3B. NOTICE OF PUBLIC HEARING - PROPOSTION 30, EDUCATION PROTECTION ACCOUNT (EPA) FUNDING AND EXPENDITURES

Pursuant to Proposition 30 Education Protection Account (EPA) guidelines, the District has sole authority to determine how the moneys received from the EPA are spent, provided that the board makes these spending determinations in open session of a public meeting of the governing board.

It is recommended that the Special Trustee approve a public hearing on the spending determinations for Compton Community College District's Proposition 30 funds. The Special Trustee shall hold the public hearing on the Compton Community College District Proposition 30 Funds on Tuesday, May 21, 2013 at 6:30 p.m. in the Compton Community College District Boardroom located in the Administration Building at 1111 E. Artesia Boulevard, Compton, California 90221.

BACKGROUND

Proposition 30, the Schools and Local Public Safety Protection Act of 2012 passed in November 2012. This proposition temporarily raised the sales and use tax by .25 cents and raised the income tax rate for high income earners (\$250,000 for individuals and \$500,000 for couples) to provide continuing funding for local school districts and community colleges.

Per Proposition 30, a community college district has the sole authority to determine how the moneys received from the Education Protection Account (EPA) are spent, provided that the governing board shall make these spending determinations in open session of a public meeting of the governing board and shall not use any of the funds from the EPA for administrative salaries and benefits or any other administrative costs. Furthermore, each entity receiving funds shall annually publish on its Internet website an accounting of how much money was received from the EPA and how that money was spent. Additionally, the annual independent financial and compliance audit required of community colleges shall ascertain and verify whether the funds provided from the EPA have been properly disbursed and expended as required by law. Expenses incurred to comply with these additional audit requirements may be paid from the EPA.

In March two things occurred: 1) the Compton Community College District received the State Apportionment report that provided an estimate of \$4,986,877 that we may receive from the EPA; 2) a copy of a new report that will be added to the CCSF-311, Annual Financial and Budget Report regarding the EPA funds was received.

Since we now have the information needed to make a spending determination, we are holding a public hearing to comply with the Proposition 30 provision requiring the governing board to make the spending determination in an open session of a public meeting of the governing board. The estimated EPA funds that our District will receive are \$4,986,877 and the entire amount will be spent on instructional salaries. The EPA funds are not additional funds but rather are components of the "computational revenue" calculation.

The Compton Community College District's intent is to use the estimated funds (\$4,968,877) to partially fund the District's instructional salaries which will be posted to the District's

website to meet the website posting requirements. This same form will be updated at year-end with actual figures and will be audited as part of the Compton Community College District's Annual Financial and Compliance Audit.