



COMPTON COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES
REGULAR MEETING

Tuesday, August 20, 2019
MEETING MINUTES

1. The Board of Trustees Meeting was called to order at 4:09 p.m.

Roll Call – Members Present

Dr. Deborah LeBlanc, President

Barbara Calhoun, Member

Dr. Sharoni Little

Dr. Keith Curry, President/Chief Executive Officer

Absent:

Andres Ramos

Sonia Lopez

2. Approval of Closed Session Agenda – Approved

Motion to accept Closed Session agenda made by Trustee Calhoun; Seconded by Trustee Lopez; Motion carried.

LeBlanc	Lopez	Ramos	Calhoun	Little
Yes	Absent	Absent	Yes	Yes

3. Requests to address the Board of Trustees – Closed Session Agenda Matters

No requests

4. Recess to Closed Session at 4:11 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:

- 4.01 Public Employee Discipline/Dismissal/Release, Pursuant to Government Code Section 54957 (b); (four cases).
- 4.02 Conference with Legal Counsel – Existing Litigation. (Paragraph (1) of subdivision (d) of Section 54956.9) Names of cases: Los Angeles Superior Court Case No 19STCV25139; Los Angeles Superior Court Case No. 19STCV25532.
- 4.03 Conference with Legal Counsel-Existing Litigation: Significant exposure to litigation pursuant to Government Code Section 54956.9(b)(1) and (3)(c).
- 4.04 Conference with Legal Counsel-Existing Litigation – Existing litigation pursuant to paragraphs (1) of subdivision (d) of Section 54956 “Estate of Oliver W. Conner, (Los Angeles Superior Court Case No. 165TPB00075)”

- 4.05 Conference with Labor Negotiators pursuant to Government Code Section 54957.6.
- 4.06 Public Employee Performance Evaluation Pursuant to Government Code Section 54957(b).
- 4.07 Public Employee Performance Evaluation Pursuant to Government Code Section 54957(b): President/CEO.

5. Reconvened to Open Session of the Board of Trustees meeting at 5:10 p.m.

- 5.01 Roll Call – Members Present:
 - Dr. Deborah LeBlanc, President
 - Andres Ramos, Vice-President
 - Barbara Calhoun, Member
 - Dr. Sharoni Little, Member
 - Dr. Keith Curry, President/Chief Executive Officer
- 5.02 Pledge of Allegiance

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

No reportable action was taken by the Board of Trustees in Closed Session.

7. Approval of Open Session Agenda – Approved, with corrections:

(Corrections: Item 13.20-Human Resources, 1B, #3: remove from agenda; Item 10.02 – Board Study Session, s/b Board Retreat; item pulled; request to move to September 10, 2019 board meeting for review; Item 16.04 – Board Study Session, s/b Board Retreat).

Motion to accept Open Session agenda, with corrections, made by Trustee Little; seconded by Trustee Ramos. **Motion carried.**

LeBlanc	Lopez	Ramos	Calhoun	Little
Yes	Absent	Yes	Yes	Yes

8. Recognitions:

- 8.01 Unveiling of New Compton Community College District Plaque.
- 8.02 Dr. Lestean Johnson, on behalf of the Compton Chamber of Commerce was presented with a certificate in recognition of their continued support of Compton College and Compton Community College District. Dr. Johnson thanked the district for the recognition and also stated that she is a proud graduate of Compton College.
- 8.03 Mr. Royce Esters, on behalf of the National Association of Equal Justice in America (NAEJA) was presented with a certificate in recognition of their continued support of Compton College and Compton Community College District. Mr. Jonathan Taylor stated that he appreciates the recognition and remains committed to the progress of Compton College.

9. Requests to address the Board of Trustees:

No public requests to address the Board of Trustees

10. Board of Trustees’ Meeting Minutes

10.01 Minutes of July 16, 2019, Regular Board Meeting – **Approved.**

Motion to accept the Minutes of the July 16, 2019 Regular Board Meeting made by Trustee Little; seconded by Trustee Ramos; **Motion carried.**

LeBlanc	Lopez	Ramos	Calhoun	Little
Yes	Absent	Yes	Yes	Yes

10.02 Minutes of July 27, 2019, Board of Trustees Study Session – **Pulled; s/b Board of Trustees Retreat; request to move to the September 10, 2019 board meeting for review and approval.**

10.03 Minutes of July 27, 2019, Special Board Meeting – **Approved.**

Motion to accept the Minutes of the July 27, 2019 Special Board Meeting made by Trustee Calhoun; seconded by Trustee Ramos; **Motion carried.**

LeBlanc	Lopez	Ramos	Calhoun	Little
Yes	Absent	Yes	Yes	Abstain

12. Reports from Representatives and Employee Organizations

12.01 Academic Senate Report: Amber Gillis – Reported that Academic Senate held a retreat on July 19-20, 2019 during which they reviewed and revised their Bylaws and constitution.

Professor Jerome Evans – Distributed a handout and reported on the formation of the Men of Color workgroup, co-chaired by Christopher Perez. The Men of Color workgroup is: 1) incorporating a logic model to help organize their goals; 2) creating a mission and vision statement for the Men of Color workgroup; 3) in discussion of potential implementation of a Men of Color conference. The Men of Color workgroup will met every other Wednesday.

12.02 CCCFE Certificated Employees Report: Holly Schumacher-Zakoren – Absent

12.03 CCCFE Classified Employees Report: Amankwa McKinzie – Reported the classified union feels the wording of this vacation request memo denies employee rights. This memo was sent from Dr. Keith Curry on August 17, 2018 which stated:

“Colleagues; Compton Community College District will continue to implement the following policy regarding vacation requests. All vacation requests for the first two weeks of a semester/term and the week before the fall and spring semesters will not be approved. We need all staff, confidential, and administrative employees on campus during these periods.”

12.04 Associated Student Body Report: Nathan Panix, ASB President – Absent Benson Atkins reported that 7 of the 11 ASB positions have been filled, and they are working on New Student Welcome Day/Week activities and Latino Heritage month activities.

12. Presentations

12.01 Compton College Accreditation Update

Dr. Atkinson-Alston, Vice President of Academic Affairs, and Amber Gillis, Accreditation Faculty Chair, gave a PowerPoint presentation which included:

- Compton College Accreditation Cycle
- What is the “Midterm Report”?
- 2017 Evaluation Team Recommendations and ISER Actionable Items
- Quality Focus Essay Actionable Items
- Midterm Report Timeline – Fall 2019
- Accreditation Steering Committee

12.02 2019-2020 Final Budget Assumptions

Steve Haigler, Vice President, Administrative Services, gave a PowerPoint presentation which included:

- 2019-2020 California State Budget
- 2019-2020 Final Compton District Budget Assumptions

13. Consent Agenda – Approved

Corrections: 1) **Item 13.2, 1B, Item #3, Pulled from agenda**

Motion to approve the Consent Agenda, as corrected, made by Trustee Ramos; Seconded by Trustee Little; **Motion carried.**

LeBlanc	Lopez	Ramos	Calhoun	Little
Yes	Absent	Yes	Yes	Yes

13.01 Memorandum of Understanding between Cerritos Community College District, Compton Community College District, and Long Beach Community College District for the Development of Academic and Student Support Services Collaboration.

Academic Affairs

13.02 Compton College Curriculum Actions, Spring 2019

Administrative Services

13.03 Purchase Orders

Contracts: (under \$92,600.00)

Agreements:

13.04 Achieving the Dream, Inc. – To be the guest speaker for Professional Development Day for Fall 2019, on Thursday, August 22, 2019, from 9:45 to 11:00 am.

13.05 Economic Modeling, LLC of Moscow, Idaho (EMSI) – EMSI will implement its web-based applications and services for the benefit of Compton College CTE and Institutional Research staff/faculty. Faculty will benefit from having access to in-demand and just in time labor market information to determine potential program development areas, as well as information to help administrators make informed decisions regarding workforce development initiatives. This license will give specific campus representatives access to the proprietary resource called Analyst, which will

- be used to also provide faculty with needed information for program review and curriculum development.
- 13.06 California Community Colleges Chancellor's Office 2019-2020 Foster and Kinship Care Education (FKCE) Program Advance Certification & Allocations – The California Community Colleges Chancellor's Office collaborates with the Department of Children and Family Services to provide parenting workshops to keep their skills current. The state provides colleges with a list of mandated parenting topics to train caregivers. Caregivers are responsible to complete 30 hours of parenting workshops provided by the community colleges each year. The topics are for children who have special mental conditions, behavioral problems and trauma and after each workshop, caregivers receive a certificate. Caregivers give the certificate to their social worker when they have their annual home valuation.
 - 13.07 Nosotros Education Center – To provide technical assistance for College Futures Grant with 60 hours of online/phone technical assistance in the following areas: assessment of project organization and structure based on current budget, review and revision of project's management and timeline for effective delivery of services, development/revision of project's internal goals and evaluation plan, and other assistance related to project implantation as requested.
 - 13.08 Next Gen Web Solutions Scholarship Manager – To streamline and make more efficient the management of scholarship programs. The mobile friendly Student/Applicant Portal gives students a “One Stop Scholarship Shop” where they can easily apply for scholarships, manage third party recommendations, receive and accept awards, and provide donor appreciation letters and recipient background information. Committee members/reviewers can review candidates online, anywhere, anytime, with an equitable review process.
 - 13.09 West Coast Parking Systems, Inc. – To provide Valet and stacked parking for students in parking lot "A." The days and hours are as follows: Monday, August 26, 2019, through Thursday, August 29, 2019, from 7:30 am until 2:30 pm, then from 5:00 pm until 9:00 pm. Also, Tuesday, September 3, 2019, through Thursday, September 5, 2019, from 7:30 am until 2:30 pm, then from 5:00 pm until 9:00 pm.
 - 13.10 Resolution for the Year-End Appropriation Transfers 2018-2019 (LACOE).

Ratifications:

- 13.11 Alta Los Angeles Hospitals, Inc., DBA Los Angeles Community & Norwalk Community Hospitals – To provide Compton Community College District nursing students with scheduled clinical rotations at all of its agency connected hospital sites. The attached contract amendment is performed as a college transition recognition to provide serves under the entitlement of Compton Community College District.
- 13.12 Bay Actuarial Consultants – To perform an actuarial analysis of the District's Workers' Compensation program and produce a written report describing analysis and explaining conclusions. The report will provide

self-insurance funding rates for 2019-2020 and an estimate of the liability for unpaid self-insured losses as of June 30, 2019. The company will examine the trends in claim severity and frequency, as well as the trend in overall funding costs.

- 13.13 Community College Search Services – To provide the preparation of reference reports for management positions and other in-house expertise as needed to accomplish each assignment.
- 13.14 Eick & Freeborn, LLP – To provide legal services to the Client which include but are not limited to litigation concerning the Estate of Oliver W. Conner.
- 13.15 Nosotros Education Center – To provide grant writers that will secure a grant from the College Futures Foundation that will be used to help develop an action plan with a detailed timeline, phases of the work, project leads/task forces that will lead each major component of Compton College 2024. Guided Pathways, Faculty and Staff Diversity, and Research and Evaluation. The two grant writers will help carve the following: project outcomes, project milestones, project timeline, data collection, project challenges, and budget narratives. Components will include project description and need, project objectives, project strategies, project management, project timeline, data collection plan, organizational rationale, project challenges, project budget, and project evaluation sections.
- 13.16 Pronto Wellness – Pronto Wellness is a third-party compliance processor authorized and utilized by Alta Hospitals. This third-party service helps to ensure collection, auditing, and uploading of clear documents into the clinical facilities HIPPA Compliance Requirements and Medical Records System for retrieval by hospital staff. Students enrolled in the Compton Community College District nursing program entering clinical rotations at the Alta Hospital, et al. facilities are required to meet clearances through Pronto Wellness. The fee for services is part of the onboarding process that allows students to meet clinical clearance requirements for the facility. Student's will, therefore, be responsible for paying the fee for service when utilizing Pronto Wellness.

13.17 Stale Dated Warrant

Facilities, Planning & Development

Ratifications:

- 13.18 Minako America Corporation, dba Minco – To perform services for installation of new fence at storm drainage; provide a 5' high chain link fence with top rail 12' wide x 5' high, double swing gate 6' high chain link fence, new posts sleeved over existing, plug weld every 4th post which includes demo and haul of existing chain link fence.
- 13.19 Facilities Planning and Consulting Services – To perform services for annual FPP, IPP and Five-Year Plan submissions.

Human Resources

13.20 Personnel Actions

- 1A. Management Team Personnel Actions
- 1B. Academic Employment and Personnel Changes
- 1C. Eligibility List

- 1D. Classified Employees
- 1E. Temporary Non-Classified Service Employees
- 13.21 Job Descriptions
 - 1. Coordinator of Student Services (revised)

14. Actions Items

Motion to approve the Action Items 14.01, 14.02, 14.03, made by Trustee Ramos; Seconded by Trustee Little; **Motion carried.**

LeBlanc	Lopez	Ramos	Calhoun	Little
Yes	Absent	Yes	Yes	Yes

Administrative Services

14.01 Budget Adjustments/Augmentations/Transfers – **Approved**
(Contracts Over \$92,600)

Amendments:

14.02 Securitas Security Services USA, Inc. – The original agreement was approved May 20, 2019. This amendment extends the term and increases the Not-to-Exceed amount in accordance with the estimated monthly cost contained in the attached proposal/agreement. The purpose of the amendment is to provide security services on-site, un-armed uniformed guarding service for 24 hours per week until we have completed hiring of officers. – **Approved**

Ratification:

14.03 Los Angeles County Office of Education – To provide Compton Community College District with access to PC Products software including PC Labor, PC Budget, PC PSFS and PC LLL. These software extract data from PeopleSoft and HRS. – **Approved**

15. Grant Item – Approved

Motion to approve the Action Items 14.01, 14.02, 14.03, made by Trustee Calhoun; Seconded by Trustee Ramos; **Motion carried.**

LeBlanc	Lopez	Ramos	Calhoun	Little
Yes	Absent	Yes	Yes	Yes

Administrative Services

15.01 MentorLinks – To develop the curriculum for both a biotechnology certificate program with an emphasis on Bio-manufacturing and a Biotechnology Associate in Science Degree Program at Compton College, thus increasing the number of graduates and certificated workers in biotechnology in our area. Research and purchase all equipment needed for our program. Recruit high school students to our program and offer courses as dual enrollment at two local high schools. Establish partnerships with the biotech industry to guide our curriculum and provide internships.

16. Discussion/Information Items

Dr. Curry presented and reviewed the following items:

- 16.01 2019 Compton Community College Scholarship Eligibility: Mr. Anthony Onwuegbuzia, student, presented evidence which he feels suggests that he has been subjected to unethical and non-transparent practices of the Financial Aid Office regarding scholarship eligibility. Dr. Curry will research this issue and provide a response at the September 10, 2019 board meeting.
- 16.02 Classified Staff Vacation Request: Clifford Seymour, classified employee, in reference to a memo issued by the CEO, voiced his concerns on the legality of classified employees being denied vacation requests during the first two weeks of each semester.
- 16.03 Board of Trustees' 2019 Goals and Objectives – Dr. Curry reminded the board members to complete all required training.
- 16.04 Follow-up Items from the Compton Community College District Board Study Session (Board Retreat)
- 16.05 Update on the Estate of Oliver W. Conner
- 16.06 Institutional Set Goals through 2021-2022 (Measures)
- 16.07 2019-2020 Compton College Goals
- 16.08 Compton College Values
- 16.09 Compton College 2024 Highlights
- 16.10 2017-2019 Compton College Fact Book Highlight
- 16.11 Compton College Accreditation
- 16.12 Compton College Transition Update
- 16.13 Compton College Full-Time Equivalent Students (FTES)
- 16.14 Compton College Nursing Program
- 16.15 Compton College Student Engagement Plan for the 2019-2020 Year
- 16.16 Compton Community College District Bond Program Credit Ratings
- 16.17 Measure CC Bond Fund Category Budgets and Balances
- 16.18 Measure C Budget and Actual Expenditures
- 16.19 Compton Community College District Master Facilities Program Schedule
- 16.20 Human Resources – Administrative Transfer
- 16.21 Compton College Legislative Update
- 16.22 Board of Trustees 2019 Presentations and Report Schedule
- 16.23 Citizens' Bond Oversight Committee 2019-2020 Meeting Dates
 - Thursday, September 12, 2019
 - Thursday, November 14, 2019
 - Thursday, February 13, 2020
 - Thursday, April 9, 2020
 - Thursday, June 18, 2020

17. Board Policies and Administrative Regulations (Information)

The President/CEO presented and reviewed the Board Policies and Administrative Regulations for first reading:

- 17.01 Board Policies and Administrative Regulations
- 17.02 Board Policy 5020 – Non-Resident Tuition
- 17.03 Administrative Regulation 5020 – Non-Resident Tuition

18. Future Agenda Items

- 18.01 Tartar Focused and Directed Pathways to Completion (Guided Pathways).
- 18.02 Compton Community College District Final Budget

19. Oral Reports

19.01 President/CEO:

Dr. Keith Curry reported the following:

- Compton College is working to establish a partnership with Everytable to provide discounted dinners for students after 5:00 p.m.
- Thanked Dr. Atkinson-Alston for leading the New Faculty Orientation (12 new faculty).
- August 21, 2019 will be New Student Welcome Day, and the following week, will be New Student Welcome Week. The Dominguez High School band will be on campus playing music all day for New Student Welcome Day.
- Valet parking will be provided for staff and students the first two weeks of the semester.
- Fall Professional Development Days are scheduled for August 22-23, 2019.
- New Faculty Orientation Day was held on August 19, 2019 for the 12 new faculty members.
- Thanked the Guided Pathways Institute Team, which was lead by Dr. Atkinson-Alston, and included Cesar Jimenez, Elizabeth Martinez, Sylvia Barakat, Lauren Sosenko, and Brittany Starling.

19.02 Board of Trustees' Reports:

Trustee Barbara Calhoun – Reported that the Board Retreat was very productive. She asked about classes geared to seniors.

Dr. Curry responded that no, there are currently no specific classes geared to seniors.

Trustee Calhoun also asked if there is a board policy on eligibility lists for open positions.

Dr. Curry responded, yes; after the candidates have passed the tests, they are put on an eligibility list which the board must approve. The candidates are selected from this list.

Trustee Calhoun also asked if there is a board policy regarding early payment of debts.

Dr. Curry responded that we have had several discussions on the line-of-credit, but no policy. He reported the district has made extra payments on our line-of-credit, and he will provide an update of how much we owe and our payment schedule at the September 10, 2019 board meeting,

Dr. Deborah LeBlanc – Thanked Dr. Curry for the new Compton College plaque that was placed in the reception area of the Administration

Building and thanked her board colleagues for attending the July 27, 2017 Board Retreat. She reported meeting with Chancellor Oakley on August 19, 2019. Trustee LeBlanc extended welcome back to faculty, students, and to new instructors. She also stated that she is impressed with Professor Evans' Men of Color project and the direction it is taking.

Trustee Andres Ramos – Reported that he attended the July 27, 2019 Board Retreat which he felt was very productive, and thanked Dr. Curry for providing the facilitator, Dr. Helen Benjamin. Trustee Ramos also reported that he is participating in a USC cohort program for elected officials in Los Angeles county which requires three months training.

Next regularly scheduled meeting: Tuesday, September 10, 2019

Closed session begins at 4:00 p.m.;

Open session begins at 5:00 p.m.

23. The August 20, 2019, Board of Trustees' meeting was adjourned at 7:14 p.m. in memory of Ms. Aretha Franklin, Queen of Soul. singer, songwriter, pianist, and civil rights activist.

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