



Board Agenda

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

Closed Session to Commence at 12:00 noon

Open Session to Commence at 4:00 PM

Tuesday, May 20, 2008

Student Lounge

1111 E. Artesia Boulevard
Compton, California 90221

- I. Call to Order at 12:00 noon**
- II. Roll Call**
- III. Requests to Address the Board of Trustees – Closed Session Agenda Matters**
- IV. Recess to Closed Session for Discussion and/or Action on the following items in accordance with the Brown Act, Government Code Section 54950 et seq., and the Education Code and pursuant to Government Code Section 54954.5**
 - A. CONFERENCE WITH LEGAL COUNSEL - PENDING LITIGATION:**
 1. Conference with legal counsel--existing litigation (Subdivision (a) of Section 54956.9)
 - B. CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION:**
 1. Significant exposure to litigation pursuant to Government Code Section 54956.9(b)(1) and (3)(C) the following claims or complaints:
 1. Claim of Toni Wasserberger
 2. Claim of Boroudjerdi, Ghafelebashi, and Villalobos

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

(None)

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

1. Agency designated representative: Doris P. Givens, CEO/Provost
Employee organizations: Compton Community College
Federation of Employees, Classified Employees
Federation of Employees, Certificated Employees
2. Employee Organization: Compton Community College District
Police Officers' Association

E. **PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE:**

(Three Matters)

V. Reconvene to Open Session at 4:00 PM

VI. Roll Call

VII. A Reflective Moment

VIII. The Pledge of Allegiance

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

X. Reports from Representatives and Employee Organizations

- A. Student Trustee Report – Vacant
- B. Faculty Representative Report – Art Flemming
- C. Classified Representative Report – Vacant
- D. Academic Senate President Report – Saul Panski
- E. CCCDFE Certificated Employees Report – Rodney Murray
- F. CCCDFE Classified Employees Report – Joseph Lewis
- G. Confidential/Supervisory Representative Report – Roy Patterson
- H. Associated Student Body Report – Ignacio Alvarez

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

- XII. Information/Presentation – Chief Executive Officer**
 - A. Dr. Doris P. Givens – Center and District Update; Facilities Master Plan
 - B. Elizabeth Martinez – Northern California University Tour

XIII. Approval of Minutes of April 15, 2008

XIV. Discussion/Action Agenda

- A. Information Item
 - BT1 Presentation of proposed Draft Agreement between ECC and Compton Districts

- B. Business Services
 - Consent Calendar**
 - BSD 1 Purchase Orders
 - BSD 2 Agreements/Contracts
 - BSD 3 Quarterly Financial Status Report – Form CCFS 311Q
 - BSD 4 Stale Dated Warrants
 - BSD 8 Budget Augmentation 2007-2008

 - Action Calendar**
 - BSD 5 Emergency Resolution for Provision of Repairs of HVAC and Emergency Power Systems at the MIS Building
 - BSD 6 Resolution for Contracting of Repairs of HVAC and Emergency Power Systems at the MIS Building
 - BSD 7 tBP Architects, Inc. - Including Fee Basis

- B. Human Resources Actions/Consent Calendar
 - HRD 1 Management Team Personnel Action
 - HRD 2 Academic Employment and Personnel Changes
 - HRD 3 Classified Personnel
 - HRD 4 Temporary Non-Classified Service Employees
 - HRD 5 New Classification for Classified Position
 - HRD 6 Senior Classified Administrative Position

XV. Next meeting date: Tuesday, June 17, 2008

Closed session begins at 12:00 noon
Open session begins at 4:00 PM

XVI. Adjournment

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

COMPTON COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES REGULAR MEETING

Tuesday, April 15, 2008

MINUTES

- I. The Board of Trustees Meeting was called to order at 12:05 p.m.
- II. Roll Call
Members Present:
 Dr. Peter Landsberger, Special Trustee
 Dr. Doris Givens, Provost/CEO
- III. Requests to address the Board of Trustees – Closed Session Agenda Matters – None
- IV. Recess to Closed Session at 12:08 p.m. for Discussion and/or Action in accordance with the Brown Act, Government Code Section 54950 et.esq, the Education Code and pursuant to Government Code Section, 54954.5.
- V. Reconvene to Open Session of the Board of Trustees at 4:10 p.m.
- VI. Roll Call
Members Present:
 Peter Landsberger
 Doris Givens
 Willie O. Jones, Elected Trustee
 Lorraine Cervantes, Elected Trustee
- VII. A Reflective Moment – Trustee Cervantes
- VIII. Pledge of Allegiance – All
- IX. Report of Actions Taken in Closed Session (Subdivision (a), Section 54956.9)
PUBLIC EMPLOYEE APPOINTMENTS: Approved
 1. Settlement Agreement with Jose Villalobos in the amount of \$7,370.40

No Other Reportable Action

X. Reports from Representatives and Employee Organizations

- 1) Faculty Representative Report – Art Flemming
- 2) Academic Senate President Report – Saul Panski
- 3) CCCDFE Certificated Employees Report – Rodney Murray
- 4) CCCDFE Classified Employees Report – Joseph Lewis
- 5) Confidential/Supervisory Representative Report – Roy Patterson – Absent
- 6) Associated Student Body Report – Ignacio Alvarez

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

Those who spoke are listed below:

- 1) Marnisha Hayes – student: FAFSA
- 2) Denisha Simpkins – student: FAFSA
- 3) Mary Edwards – announcement- opening of community conference center by Tower of Faith Church
- 4) Nehasi Lee – student: Town Hall meeting; center progress
- 5) Fredwil Hernandez – student: guidelines regarding eligibility for ASB elections

XII. **Presentation – Focus on Results:**

Accountability Reporting for the California Community Colleges (ARCC)

Ms. Irene Graff (Research Analyst ECC) – posted at

http://www.cccco.edu/divisions/tris/rp/ab_1417/ab_1417.htm

- A. Public Comment
- B. Acceptance of the Focus on Results:
 Accountability Reporting for the California Community Colleges (ARCC)

Action	Jones	Cervantes	Ramos	Dr. Landsberger
ACCEPTED	Yes	Yes	Absent	Yes

XIII. Information/Presentation – Chief Executive Officer, Dr. Givens

- A. Heidi White, Vavrinek, Trine, Day & Co. – Annual Financial Report (BSD 7)
- B. Dr. Doris P. Givens – Center and District Update
 1. Continuing outreach efforts; having breakfast and lunch discussions with small groups of community leaders
 2. Dr. Givens will be on two cable shows to talk about the Center
 3. Flying banners in Compton to advertise the Center
 4. The FCMAT Progress Report suggests that we need to do long-term planning. In an effort to respond to that we have almost completed our Facilities Plan and the Academic Senate has agreed to lead in the development of the Educational Master Plan, along with the Academic Deans.
 5. The Town Hall meeting was a great success. Thanks to all who contributed. The Mayor plans to hold these meeting every six months.
 6. The memorial service for Professor David Cobbs was beautiful. Thanks to everyone who attended.

XIV. Approval of Minutes of March 18, 2008 – **Approved**

Action	Jones	Cervantes	Ramos		Dr. Landsberger
APPROVED	Yes	Yes	Absent		Yes

XV. **Discussion/Action Agenda**

A. Business Services Actions/Consent **APPROVED, as revised***

Action	Jones	Cervantes	Ramos		Dr. Landsberger
APPROVED	Yes	Yes	Absent		Yes

BSD1 Purchase Orders

BSD2 Agreements and Contracts

1. Amendment to the Agreement with Harold Bateman, to increase duration of contract.
2. Ratification of Agreement with Jeff Miller, Contractor to Provide Instructional Services on Course Syllabi Construction
3. Agreement with Dione Washington, Contractor to Plan and Conduct a Series of Parenting Classes for the Foster and Kinship Care Education Program
4. Ratification of Agreement with School Web Services, Inc., Contractor to Provide up to Forty Hours of SharePoint Consulting for the New Compton Center Web Site
5. Ratification of Agreement with Antonio Pierce Football Camp. The Contractor Desires the Use of Parking Facilities and other Portions of the Property: Stadium, Concession Area and Golf Field for Football Camp
6. Ratification of Agreement with Drew Child Development Corporation. The Contractor desires the use of Real Property for its Program
7. Agreement with Verbum Dei High School. The Contractor desires the use of Real Property for its Program
8. Agreement with Susan Kostick and Company, LLC., Contractor to Prepare for the April 12, 2008, Town Hall Meeting, Follow-Up Communication to the Campus and the Community and on-going Communications
9. Agreement with Community College Search Services (CCSS), Contractor to Assist the Compton Community College District/El Camino College Compton Education Center in its search for a Provost and Chief Executive Officer of Compton Community College District
10. Agreement with Hein, Cherry, Attore Inc., Contractor to Provide Overall Direction and Project Management for the Development of Strategic Plan for Community Outreach and Public Relations
11. Ratification of Agreement between the Compton Community College District and the Foundation for California Community College (FCCC) for the purposes of providing grant funding, fiscal management, and accountability for the California Department of Social Services (CDSS) Statewide Transitional Independent Living Program (ILP).

BSD 3 Resolution for Authorization for Temporary Borrowing between Funds – Fiscal Year 2008-2009

BSD 4 Declaration of Indefinite Salaries for Retroactive Pay

Business Services – Action Calendar

BSD 5 Food Services

BSD 6 Creation of a Facilities Budget for the Utility Infrastructure Replacement Project Phase 1

BSD 7 Annual Financial Audit Report Fiscal Year 2006-07 from Vavrinek, Trine Day & Co., LLP

*(Revisions: **BSD 2, Item # 7 – REVENUE**

BSD 2, Item # 8 – Pulled for resolution of technical issues

BSD 2, Item # 10 – Pulled

BSD 6 – Pulled for further review

B. Human Resources Actions/Consent Calendar

Action	Jones	Cervantes	Ramos		Dr. Landsberger
APPROVED	Yes	Yes	Absent		Yes

HRD 1 Management Team Personnel Action

HRD 2 Academic Employment and Personnel Changes

HRD 3 Classified Personnel

HRD 4 Temporary Non-Classified Service Employees

HRD 5 Eligibility List

XVI. **Next Scheduled Regular Meeting: May 20, 2008**
Closed Session: 12:00 Noon **Open Session: 4:00 p.m.**

XVII. Adjournment

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

**Agenda for the Compton Community College District Board of Trustees
from
Special Trustee**

XIV. INFORMATION ITEM

- BT1 Presentation of Proposed Draft Agreement Between ECC and Compton Districts

It is recommended that the Special Trustee receive for review the attached draft Agreement between the El Camino Community College District and the Compton Community College District.

The proposed new Agreement between the two Districts updates and extends the original Memorandum of Understanding (MOU) approved August 24, 2006.

Comments related to the draft Agreement are being sought via the Compton and El Camino College collegial consultation process. The Agreement will be posted on the Compton and El Camino web sites.

BT1

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

This Agreement is made and entered into on the 1st day of July, 2008, by and between the El Camino Community College District (hereinafter referred to as “El Camino”), acting by and through its governing board, and the Compton Community College District (hereinafter referred to as “Compton” or the “District”), acting by and through the Special Trustee appointed by the Chancellor of the California Community Colleges to serve in the place of Compton’s governing board. 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 Compton 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;
 - B. Specify the various rights and responsibilities of each party in providing those programs and services;
 - C. Create the conditions under which Compton will have a genuine opportunity to establish a newly accredited college as an autonomous institution*;
 - D. Build effective, mutually respectful relationships between and among the faculty, staff and administrators of El Camino and Compton; and
 - E. While accomplishing all of the above, safeguard El Camino’s accreditation.
2. All accredited programs and services offered under this Agreement shall be offered exclusively by El Camino and during the term of this Agreement Compton shall not engage in any activity that requires status as an accredited institution. Compton shall also refrain from engaging in any activity that would pose a demonstrable risk to El Camino’s accreditation and shall abandon the use of the term “Compton College” to refer to Compton or in connection with any activities undertaken by Compton.

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.

3. As authorized by Chapter 50 of the Statutes of 2006 (A.B. 318) (and any amendments thereto), El Camino shall maintain the “El Camino Community College District Compton Community Educational Center,” also known as the “El Camino College Compton Center,” and hereinafter referred to simply as the “Center,” on Compton’s facilities in Compton, California. The educational program and services offered by El Camino at the Center shall consist of a full range of credit and non-credit offerings, and related student support services, as specifically agreed to by the two parties and from time to time modified as they deem necessary.
4. The Center, and all of its educational programs and services, shall be under the exclusive management and control of El Camino. As used in this agreement, the Center consists programs and activities like the following: All credit and non-credit courses and programs; library and learning resource center services; counseling and matriculation services; admissions and records; financial aid; student life and other student services programs; 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.
5. Without implying any limitation on the Center’s programs and services, El Camino shall 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 like 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 main campus;
 - B. An Associated Student Body organization at the Center that is separate from and independent of the Associated Student Body organization at El Camino’s main campus and that assesses and benefits from its own fees; and
 - C. Subject to approval by the Commission on Athletics of the Community College League of California, intercollegiate athletic teams that are separate from and independent of the athletic teams at El Camino’s main campus. Unless otherwise agreed to by the parties, the teams shall be designated as the “Compton Tartars.”
6. If El Camino currently does not offer programs or services that El Camino or Compton, after consulting with the other through a curriculum and program review process, reasonably determines are appropriate and necessary to meet the educational needs of the students and residents of Compton, El Camino shall promptly undertake all reasonable efforts to adopt appropriate curriculum or services. If El Camino reasonably determines that it cannot adopt appropriate curriculum or services requested by Compton, or that doing so would be impractical or ill-advised, El Camino shall work with Compton to attempt to find an alternative means of providing the programs or services. If any action taken pursuant to this section requires approval from the Accrediting Commission for Community and Junior Colleges (ACCJC) through the substantive change proposal process, Compton will cooperate with El Camino to ensure compliance with that process.

7. The educational program 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 accredited 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 13.A, 13.B and 14, below, El Camino shall have authority over faculty and staff qualifications and evaluation of their performance.
8. El Camino and its Academic Senate shall ensure that faculty employed by Compton 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 federal requirements to ensure that qualified students enrolled at the Center remain eligible for federal financial assistance.
10. As authorized by the Education Code, El Camino shall collect fees as follows:
 - A. Non-resident tuition fees, materials fees, health fees, Associated Student Body fees, and ASB Student Representation fees, which shall be set by El Camino upon the recommendation of Compton.
 - B. Parking fees and facility use fees, which will be set by Compton.

All fees collected by El Camino from students enrolled at the Center, or others who use the Center's facilities or participate in its programs or services, shall be devoted to supporting programs and services at the Center or remitted to Compton, as the parties may from time to time specify.
11. Compton shall make appropriate District facilities available to El Camino without charge and shall name those facilities the "El Camino College Compton Center."
12. The Chief Operating Administrator of the Center shall be a Provost, who shall be responsible to, and supervised by, the Superintendent/President of El Camino in connection with the proper oversight and administration of the Center. The Provost shall be appointed with the concurrence of the Superintendent/President and the Special Trustee of the Compton Community College District and shall serve at the pleasure of the Superintendent/President and the Special Trustee. While the Provost will report to the Superintendent/President, he or she shall be an employee of Compton and Compton shall retain the discretion to assign additional duties to the Provost, including duties as the Chief Executive Officer of the Compton Community College District. In the event the Provost simultaneously serves as Compton's Chief Executive Officer, he or she shall be responsible to, and supervised by, the Special Trustee only for those aspects of his or her assignment that relate to service as Compton's Chief Executive Officer.

13. El Camino and Compton shall agree upon a staffing plan for the Center that identifies every position, in addition to the position of Provost, that will be needed to provide services at the Center and that specifies which of the positions Compton will fund. The parties shall implement the staffing plan as follows:
 - A. To the extent the parties determine necessary and appropriate, Compton 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 the employee's 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 Compton 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.
 - B. When new employees need to be hired by Compton pursuant to the staffing plan, Compton shall promptly undertake reasonable efforts to recruit qualified employees for those positions using hiring procedures adopted by Compton following consultation with El Camino. Before extending an offer of employment to any individual who will provide services at the Center, Compton shall consult with El Camino to ensure that El Camino has the opportunity to review the prospective employee's qualifications and to determine if his or her assignment to provide services at the Center under El Camino's day-to-day supervision is appropriate pursuant to El Camino's authority under Section 13.A, above, to approve assignments.
 - C. Every Compton 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.
14. El Camino, acting through the Provost, shall have the primary right to direct the activities of employees assigned to provide educational and student support services at the Center consistent with Compton's contractual and legal obligations as the employer of those individuals. Using evaluation procedures applicable to Compton employees, El Camino shall also provide employee performance assessments to Compton regarding the services provided by Compton's employees. If El Camino finds that it is necessary to do so, El Camino may reassign a Compton employee back to Compton after providing Compton with a reasonable opportunity to remedy any circumstances that El Camino believes warrants the reassignment.
15. 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 employ 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 paragraph shall remain an employee of El Camino and shall not be deemed to be an employee of

Compton nor shall any such employee gain any status with Compton for any purpose. If they deem it to be appropriate, El Camino and Compton may also enter into inter-jurisdictional agreements with each other to exchange employees needed for an interim period for a specific job classification.

16. Compton shall remain responsible for the salary and benefits of its employees assigned to provide educational and student support services at the Center and 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.

Management of Compton District Functions to Support
Compton Operations and the Center

17. Compton and El Camino have determined that it is in their mutual best interests to delegate certain Compton district functions to El Camino with the goal of achieving the following objectives:
 - A. Ensuring effective support for, and close coordination with, the Center;
 - B. Implementing effective policies, procedures and practices that will serve Compton well—both in the present and over time as it resumes internal management of the operations; and
 - C. Ensuring that Compton has trained, capable staff who can provide essential services and who can appropriately revise and improve administrative systems as future needs evolve.
18. To further the objectives listed in the preceding section, the Superintendent/President — acting primarily through the Provost — shall manage the following operations, subject to oversight by the Special Trustee: Accounting services, including accounts receivable, accounts payable, general accounting and maintenance of the general ledger, and cashier services; payroll; human resources; purchasing; auxiliary services, including bookstore and cafeteria operations, grants administration, etc.; facilities maintenance and operations; police and security services; and management information services.
19. El Camino and Compton shall agree upon a staffing plan for the operations listed in Section 18. Based on that plan, Compton, with El Camino's advice and assistance, shall recruit and retain an appropriate administrative and classified workforce to staff the operations.
20. The following operations have not been delegated to El Camino and shall continue to be managed exclusively by Compton:
 - A. Bond-funded construction and other capital improvement projects associated with the facilities in Compton at which the Center is located.

- B. Business, legal and other administrative functions that relate exclusively to the management of the Compton Community College District.
- C. Labor relations, provided however, that Compton shall consult with El Camino on matters that are likely to have a substantial effect on the operation of the Center.
- D. Community and governmental relations that relate primarily to the District and not to the Center, including, but not limited to, organization and operations of the Compton governing board and the office of the Special Trustee.

The parties may agree on other functions or activities that will be managed by Compton; provided, however, that Compton shall not assume any responsibility that requires status as an accredited institution or which, if performed by Compton, would pose a demonstrable risk to El Camino's accreditation.

- 21. Compton shall resume internal management of the operations delegated to El Camino pursuant to Sections 17 and 18, once the Superintendent/President and the Special Trustee agree that Compton has the capacity to effectively manage and control the function and that the resumption of internal management by Compton is in the best interests of both the Center and the District. That determination will be based primarily on FCMAT's review of the District's progress in implementing relevant recommendations made in the Comprehensive Review of April 2007, but also on success of the party's transition plan for District functions delegated to El Camino, a copy of which is appended to this Agreement as Attachment B, for information purposes only. At least annually, the parties shall review the transition plan and make any adjustments to it that they deem are necessary.
- 22. Unless the parties explicitly agree otherwise on a case-by-case basis, all classified employees assigned to work in the operations managed by El Camino shall report, directly or indirectly, to the Provost, but in any event, all classified employees assigned to work in the operations managed by El Camino shall remain employees of Compton and shall not gain any status with El Camino for any purpose.
- 23. Nothing in this agreement shall be construed to limit El Camino's ability to assign its own employees to assist in providing services needed in the operations managed by El Camino, or to employ employees of any type or class as otherwise authorized by law as needed to provide oversight of the operations managed by El Camino. Any person who provides services pursuant to this paragraph shall remain an employee of El Camino and shall not be deemed to be an employee of Compton nor shall any such employee gain any status with Compton for any purpose.
- 24. If they deem it to be appropriate, El Camino and Compton may also enter into inter-jurisdictional agreements with each other to exchange employees needed for an interim period for a specific job classification. Furthermore, as an alternative to delegating management of a district operation to El Camino pursuant to Sections 17 and 18 (and other relevant provisions of this agreement), the parties may agree that El Camino will assume full responsibility for the operation (including staffing, equipment, supplies, etc.) and that it will

provide Compton with all relevant services associated with the operation as a service provider. However, 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.

25. Compton shall remain responsible for the salary and benefits of its employees working in operations managed by El Camino and El Camino shall remain responsible for the salary and benefits of its employees working in those operations. Neither party shall have any responsibility for the salary or benefits of the other party's employees.
26. The Special Trustee shall receive regular reports regarding the status of the operations managed by El Camino pursuant to Sections 17 and 18, above, and may request special reports at any time. Furthermore, the Special Trustee may initiate performance or financial audits of the operations at any time.
27. In managing the operations specified in Sections 17 and 18, above, El Camino shall ensure that no funds of Compton are expended or committed without the approval of the Special Trustee or an appropriate Compton official acting under delegated authority from the Special Trustee.

Budget Development

28. El Camino, in consultation with Compton, shall set up an annual budget development procedure that includes a budget development calendar, defines the roles and responsibilities of Compton and El Camino officials involved in the process, and identifies the manner in which appropriate collegial consultation with Compton faculty and staff will be conducted. Following that procedure El Camino will develop a unified master budget for the Center, the operations it manages pursuant to Sections 17 and 18, above, and the operations that continue to be managed exclusively by Compton pursuant to Section 20, above. The master 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 17 and 18, above, for the upcoming fiscal year;
 - C. an operating budget for the operations that continue to be managed exclusively by Compton pursuant to Section 20, above, for the upcoming fiscal year; and
 - D. a projected budget for the Center for each of the two succeeding fiscal years.
29. Before adopting the master budget, the Special Trustee shall determine if the Superintendent/President concurs with the proposed master budget. If the Superintendent/President concurs, the Special Trustee shall adopt the master budget as

specified in the following two sections. If the Superintendent/President does not concur, the Special Trustee shall either modify the master 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 41 shall be automatically invoked.

30. Once the Special Trustee adopts the master budget developed pursuant to Section 28, Compton 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 Sections 17 and 18, above. The current operating budget for the operations El Camino manages shall be incorporated into the annual operating budget approved by Compton and shall be administered as a part of Compton's operations.
31. Once the Special Trustee adopts the master budget developed pursuant to Section 28, El Camino may include the Center's expense budget in the operating budget approved by El Camino's Board and administer it as an integral part of El Camino's operations. In that event, Compton shall reimburse El Camino for all Center expenses included in the budget. In the alternative, El Camino may ask Compton to include the Center's expense budget in the operating budget approved by Compton, in which case the budget shall be administered as a part of Compton's operations. In any event El Camino shall provide fiscal and administrative oversight for the operation of the Center and all matters related to the Center.

Recruitment, Retention, Marketing and Enrollment

32. El Camino acknowledges that Compton has a substantial interest in monitoring enrollment at the Center and ensuring that it continues to grow as vigorously as possible. 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 Compton's entitlement to State apportionment.
33. El Camino, acting through the Provost, shall prepare annual and long-term recruitment, retention, marketing and enrollment management plans for the Center which shall be presented to the Special Trustee for review and endorsement. The process by which the various plans are developed shall provide for broad participation by Compton faculty and staff and, among other things, shall define:
 - target populations the Center will specialize in serving well;
 - the nature of the programs the Center will need to develop or enhance to adequately meet the needs and expectations of students in those target populations;
 - the services the Center will need to be skilled at delivering to ensure that student success is buttressed and students in the target populations are properly supported; and
 - the most effective and compelling messages (and the best means of delivering them) the Center will use to communicate with potential students in the target populations.

34. By April 15 of each academic the Superintendent/President and the Special Trustee shall agree upon an enrollment goal for the Center for the subsequent academic year and, through the budget development process, the funding necessary to achieve that goal.

Miscellaneous

35. By October 1, of each fiscal year, Compton shall remit to El Camino the sum of \$500,000 as an administrative fee for El Camino's services under this Agreement.
36. Compton 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 Compton, its officers, employees or agents in the performance of this agreement, and El Camino shall defend and indemnify Compton, 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 employee assigned to provide services at the Center under this agreement, the Compton 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.
37. During the effective dates 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 coverages 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. Worker's 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.

38. During the effective dates 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 insureds under the policy or policies of insurance providing the coverages 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 coverages 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."

39. 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.

40. 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 paragraph shall take effect until the end of the semester following the expiration of the notice period provided under this paragraph so as to protect students from a mid-term interruption of educational services.

41. Notwithstanding anything in Section 40 to the contrary, in the event El Camino initiates termination of this Agreement by giving notice to Compton and the Board of Governors of its intent to terminate pursuant to the preceding Section, the Chancellor of California Community Colleges 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 Compton 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.

42. 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 Compton:

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

To El Camino:

Superintendent/President
EL CAMINO COLLEGE
16007 Crenshaw Blvd.
Torrance, CA 90506

To the Chancellor and Board of Governors:

Chancellor
CALIFORNIA COMMUNITY COLLEGES
1102 Q Street
Sacramento, CA 95811

43. 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 Compton and El Camino.

IN WITNESS WHEREOF, the parties have executed this agreement on, _____, 2008.

COMPTON COMMUNITY COLLEGE DISTRICT

By _____
Peter J. Landsberger
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 him under the law, to bind the Compton Community College District to the terms set forth in the agreement.

Jack Scott
Chancellor, California Community Colleges

Attachment A

Steps to Establish Eligibility for Accreditation

Step 1- Establishing that Criteria for Eligibility have been Met and Applying for Eligibility [2006 through 2010]

Before making a formal application of any kind to the ACCJC, an institution like the El Camino College Compton Center that wishes to become a Candidate for Accreditation must first establish its eligibility. Requirements for establishing eligibility include completing an assessment of the Center's relationship to the basic criteria 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:

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

El Camino College anticipates that the Center may be able to demonstrate that it does meet the twenty-one basic criteria for institutional eligibility within several years. If that is the case, El Camino will submit an eligibility application and supporting documentation asking for eligibility status for the El Camino Compton Community Educational Center, perhaps as early as 2010.

Step 2 – Candidacy Status [2010 through 2012, or later]

If eligibility is granted, the Center will be able to 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 an 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 may grant the Center candidacy or provide for an extension, deferral, denial, or termination of candidacy. Assuming 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.

Step 3 – Completing the Candidacy Period and Applying for Initial Accreditation [2012 through 2014, or later]

After at least two years as a candidate for accreditation, the Center will next apply for initial accreditation. This is accomplished by submitting a 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 either grant initial accreditation to a new "Compton College," extend the period of candidacy, or deny initial accreditation.

If initial accreditation is granted, the institution begins a six-year cycle of periodic review for reaffirmation of accreditation 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.

Source: Eligibility, Candidacy and Initial Accreditation Manual, A Publication of the Accrediting Commission for Community and Junior Colleges, Summer 2006.

Attachment B

Transition Plan for District Functions Delegate to El Camino

The partnership agreement between El Camino and Compton delegates certain Compton district functions to El Camino with the goal of achieving the following objectives:

- Ensuring effective support for, and close coordination with, the Center;
- Implementing effective policies, procedures and practices that will serve Compton well—both in the present and over time as it resumes internal management of the operations; and
- Ensuring that Compton has trained, capable staff who can provide essential services and who can appropriately revise and improve administrative systems as future needs evolve.

The agreement also states that Compton will resume internal management of functions delegated to El Camino once the Superintendent/President and the Special Trustee agree that Compton has the capacity to effectively manage and control the function and that the resumption of internal management by Compton is in the best interests of both the Center and the District. It is anticipated that the transition to full internal management by Compton will take place incrementally over a period of several years as follows:

2007-2008

- Managers will continue to be hired at Compton so that the district can begin to take over direct supervisory responsibilities in more areas.
- As conditions permit, functions will begin to shift back to the campus.

2008-2009

- While some functions may remain at El Camino, Compton will assume full input and supervisory responsibilities in several areas.
- El Camino will continue to have a strong audit/oversight role in assuring that good fiscal and business practices are followed.
- Compton will begin to function with more independence while continuing to apply guidelines and policies that are consistent with those at El Camino.

2009-2010

- Most functions will be administered by Compton, but El Camino will continue to handle functions based on practicality and cost-effectiveness — for example, computer systems and data processing.
- El Camino procedures and policies remain applicable.

2010-2011

- El Camino and Compton develop long-term operational and process oriented agreements regarding administrative services and their support for the Center.
- El Camino provides general oversight and, when appropriate, technical assistance to Compton.

2011 and beyond

- El Camino continues to provide general oversight and, when appropriate, technical assistance to Compton, but management of formerly delegated functions is increasingly independent.
- Exceptions to independent operations will include those areas that are required by regulation (e.g., financial aid) or operational necessity (e.g., data base operations).

**Agenda for the Compton Community College District Board of Trustees
from
Administrative Services
Reuben James, Director of Fiscal Affairs**

Consent Calendar

- BSD 1. Purchase Orders**
- BSD 2. Agreements/Contracts**
- BSD 3. Quarterly Financial Status Report – Form CCFS 311Q**
- BSD 4. Stale Dated Warrants**
- BSD 8. Budget Augmentation 2007-2008**

Action Calendar

- BSD 5. Emergency Resolution for Provision of Repairs of HVAC and Emergency Power Systems at the MIS Building**
- BSD 6. Resolution for Contracting of Repairs of HVAC and Emergency Power Systems at the MIS Building**
- BSD 7. tBP Architects, Inc. - Including Fee Basis**

**Agenda for the Compton Community College District Board of Trustees
from
Administrative Services
Reuben James, Director of Fiscal Affairs**

**BSD 1 PURCHASE ORDERS AND BLANKET PURCHASE ORDERS FOR
APRIL 2008.**

Run Date **Compton Community College District**
5/5/2008 BOARD OF TRUSTEES PURCHASE ORDER LISTING
Meeting Date: 05/20/2008

The following purchase orders have been issued in accordance with the District's purchasing policy and authorization of the Board of Trustees. It is recommended that the following purchase orders be approved and that payment be authorized 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			
P0103841	Oasis Business Supply	Campus Police	General Office Supplies	\$292.36
P0103921	E.C.C. Compton Ctr	Mailroom	Postage	\$1,000.00
P0103922	U.S. Bank	Institutional Services	Miscellaneous	\$1,224.88
P0103923	Sampaguita	Earth Sciences	Transportation/ Mileage and	\$604.73
P0103924	American Central	Institutional Services	Miscellaneous	\$149.40
P0103925	Lalo Mendoza	Athletics	Non-Instruct Supplies	\$1,120.00
P0103926	International Academy	Academic Affairs	Building Rental	\$25,095.00
P0103928	Albert Olguin	Athletics	Transportation/ Mileage and	\$126.23
P0103929	Albert Olguin	Athletics	Transportation/ Mileage and	\$369.19
P0103930	Glenn Johnson	Athletics	Transportation/ Mileage and	\$181.04
P0103931	Aaron Youngblood	Athletics	Transportation/ Mileage and	\$12.04
P0103932	United Parcel Service	Institutional Services	Miscellaneous	\$68.00
P0103933	Handi-Tech	Student Affairs	Non-Instruct Supplies	\$2,340.00
P0103934	Handi-Tech	Student Affairs	Non-Instruct Supplies	\$580.00
P0103948	Gourmet Caterers	Student Recruitment	Non-instructional Supplies	\$2,578.25
P0103949	TAJ Office & School	Administration	General Office Supplies	\$635.45
P0103951	GST Information	Information Technology	Equipment	\$5,449.31
P0103952	Elizabeth Martinez	Transfer Center	Travel and Conference	\$2,000.00
P0103973	Cal State University	Public Information	Multi Media Advertising	\$792.00
P0103987	Harold Bateman	Admissions/Records	PSA Contract Services	\$8,000.00
P0103989	Kens Sporting Goods	Athletics	Non-Instruct Supplies	\$2,482.21
P0104016	Modern Imaging	Mathematics	Instructional Supplies/Lottery	\$588.76
P0104017	Ricky Shabazz	Student Recruitment	Non-instructional Supplies	\$35.00
P0104036	California Community	Transfer Center	Travel and Conference	\$170.00
P0104038	American Express	Transfer Center	Travel and Conference	\$5,318.64
P0104053	Daily Bruin/UCLA	Public Information	Multi Media Advertising	\$1,237.50
P0104054	USC Daily Trojan	Public Information	Multi Media Advertising	\$834.75
P0104055	Harold Bateman	Admissions/Records	PSA Contract Services	\$5,000.00
P0104056	Grainger	Information Technology	General Office Supplies	\$1,282.11
P0104057	Premier Computer	Administration	General Office Supplies	\$924.23
P0104067	Eps Express Printing	Student Recruitment	Printing	\$40.05
P0104069	TPF Systems	Athletics	Transportation/ Mileage and	\$51.42
P0104070	U S Postmaster	Student Recruitment	Postage	\$41.00
P0104071	U S Postmaster	Student Recruitment	Postage	\$82.00
P0104072	GST Information	Information Technology	Equipment	\$811.88
P0104073	Harold Bateman	Admissions/Records	PSA Contract Services	\$6,000.00
P0104084	Global Office Supplies	Earth Sciences	Instructional Supplies/Lottery	\$952.51
P0104087	Time Clock Sales &	Admissions/Records	Equipment	\$955.86
P0104151	TAJ Office & School	Office of the CEO	General Office Supplies	\$447.03
P0104152	Bank of America	Board of Trustees	Travel and Conference	\$1,050.50
P0104153	E.C.C. Compton Ctr	Office of the CEO	Non-Instruct Supplies	\$88.00
P0104154	Keith Curry	Office of the CEO	Non-Instruct Supplies	\$172.00
P0104155	President's Round	Office of the CEO	Dues and Memberships	\$300.00
P0104172	Monterey Graphics	Student Affairs	Non-Instruct Supplies	\$2,655.16
P0104173	Global Office Supplies	Music	Instructional Supplies/Lottery	\$162.38
P0104174	Global Office Supplies	Anthropology	Instructional Supplies/Lottery	\$638.68

P0104175	Global Office Supplies	Theatre/Dance	Instructional Supplies/Lottery	\$638.68
P0104200	South Bay Document	Utilities	Waste Disposal	\$297.20
P0104201	Gopher Performance	Physical Education	Instructional Supplies/Lottery	\$1,985.90
P0104202	Global Office Supplies	English	Instructional Supplies/Lottery	\$814.57
P0104203	Global Office Supplies	ESL Placement &	General Office Supplies	\$323.41
P0104223	Oasis Business Supply	Campus Police	General Office Supplies	\$188.27
P0104247	SAMUEL FRENCH INC	Theatre/Dance	License Fee/Site Licenses	\$105.00
P0104328	Hasani Pettiford	Student Recruitment	Non-instructional Supplies	\$2,500.00
P0104329	Water to Wine Catering	Student Recruitment	Non-instructional Supplies	\$2,423.25
P0104331	Expressions to Wear	Student Recruitment	Non-instructional Supplies	\$1,604.81
P0104400	Computer 1 Products	Earth Sciences	Instructional Supplies/Lottery	\$814.47
P0104401	Arbor Travel	Human Resources	Travel and Conference	\$466.40
P0104419	Guitar Center	Music	Instructional Supplies/Lottery	\$251.47
P0104431	Office Xpress	Admissions/Records	Equipment	\$2,181.26
P0104433	National Promotions &	Student Recruitment	Printing	\$1,190.76
P0104435	Brown Industries, Inc.	Nursing	Other Services and Expenses	\$613.88
P0104441	Pocket Nurse	Nursing	Instructional Supplies/Lottery	\$4,809.42
P0104442	4IMPRINT.COM	Student Recruitment	Printing	\$913.33
P0104443	Sampaquita	Student Recruitment	Non-instructional Supplies	\$1,120.00
P0104444	Jordan Starr Jordan	Student Recruitment	Printing	\$135.00
P0104445	Versailles Restaurant	Student Recruitment	Non-instructional Supplies	\$1,480.43
P0104446	Versailles Restaurant	Student Recruitment	Non-instructional Supplies	\$1,480.43
P0104447	Versailles Restaurant	Student Recruitment	Non-instructional Supplies	\$1,480.43
P0104448	Versailles Restaurant	Student Recruitment	Non-instructional Supplies	\$1,155.43
P0104449	Compton High School	Student Recruitment	Printing	\$100.00
P0104450	Awesome Productions	Student Recruitment	Non-instructional Supplies	\$324.75
P0104457	Cal State University	Public Information	Multi Media Advertising	\$792.00
P0104458	National Business	Academic Affairs	General Office Supplies	\$593.22
P0104467	Modern Imaging	English	General Office Supplies	\$305.71
P0104469	Carla Mitchell	Office of the CEO	Non-Instruct Supplies	\$59.87
P0104470	Rachelle Sasser	Office of the CEO	Non-Instruct Supplies	\$76.31
P0104475	S & B Food Services	Administration	Non-Instruct Supplies	\$323.54
P0104476	TAJ Office & School	Student Recruitment	General Office Supplies	\$103.65
P0104491	Ricky Shabazz	Student Recruitment	Non-instructional Supplies	\$1,500.00
P0104492	We Care	Computer Sciences	Instructional Supplies/Lottery	\$832.44
P0104495	Mary Callahan	Office of the CEO	Non-Instruct Supplies	\$399.32
P0104497	GST Inc	Information Technology	Equipment	\$1,039.20
P0104498	Elnora B. Washington	Administration	Non-Instruct Supplies	\$67.91
P0104500	Oasis Business Supply	Business	Instructional Supplies/Lottery	\$47.88
P0104501	Oasis Business Supply	Nursing	Instructional Supplies/Lottery	\$1,499.33
P0104503	BUSD/ Cater R Us	Student Recruitment	Non-instructional Supplies	\$1,204.28
P0104504	Bev's Balloons,	Student Recruitment	Non-instructional Supplies	\$160.78
P0104513	Tigerdirect.Com	Human Resources	Equipment	\$11,432.36
P0104514	Computerland of	Information Technology	Software	\$246.83
P0104515	Bellflower Unified	Student Affairs	Other Services and Expenses	\$42.22
P0104516	Scrip- Safe	Admissions/Records	General Office Supplies	\$1,352.74
P0104519	Eberhard Equipment	Operations	Maintenance Contracts	\$1,000.00
P0104522	TAJ Office & School	Anthropology	Printing	\$160.00
P0104528	WWW.Bizchair.Com/Lec	Earth Sciences	Instructional Supplies/Lottery	\$3,519.78
P0104531	Staples Online	Music	Instructional Supplies/Lottery	\$48.87
P0104532	American Martial Arts	Physical Education	Instructional Supplies/Lottery	\$559.92
P0104534	TAJ Office & School	Student Recruitment	New Equipment -	\$1,107.27
P0104541	Worthington Direct	Nursing	Instructional Supplies/Lottery	\$1,059.24
P0104542	Yale Chase Materials	Operations	Equipment Rental	\$3,500.00
P0104543	Coronado Graphics &	Copy Center	Printing	\$756.19
P0104544	Ace Party Rents	Adminstration	Non-Instruct Supplies	\$72.89
P0104545	IC Computer Inc.	Information Technology	Equipment	\$1,060.31

P0104548	Metronome Inc	Information Technology	Equipment	\$774.89
P0104549	Ace Party Rentals	Div Office-Student	Non-Instruct Supplies	\$396.50
P0104562	Ace Party Rents	Presidents Office	Non-Instruct Supplies	\$352.00
P0104563	American Print Media	Public Information	Multi Media Advertising	\$545.00
P0104565	We Care	Business Management	Instructional Supplies/Lottery	\$490.16
P0104566	Bev's Balloons,	Student Recruitment	Non-instructional Supplies	\$393.19
P0104567	Casa Maria's Illuzionz	Student Recruitment	Non-instructional Supplies	\$1,948.50
P0104568	Asap Sign Company	Div Office-Student	Non-Instruct Supplies	\$5,087.75
P0104569	Gerardo Ortiz	Div Office-Student	Non-Instruct Supplies	\$1,500.00
P0104570	TAJ Office & School	Student Recruitment	Non-instructional Supplies	\$439.33
P0104572	At&t	Information Technology	Maintenance Contracts	\$25,043.07
P0104573	Asap Sign Company	Student Recruitment	Non-instructional Supplies	\$487.13
P0104574	Pocket Nurse	Nursing	Instructional Supplies/Lottery	\$13,072.60
P0104575	Institute for Democratic	Student Recruitment	Non-instructional Supplies	\$1,000.00
P0104576	Bev's Balloons,	Student Recruitment	Non-instructional Supplies	\$464.57
P0104577	Institute for Democratic	Student Recruitment	Non-instructional Supplies	\$1,000.00
P0104578	Positive Recovery	Human Resources	Medical Expense	\$901.00
P0104579	Sequoia Retail	Bookstore	Non-Instruct Supplies	\$1,305.00
P0104581	AT&T	Information Technology	Maintenance Contracts	\$12,491.27
P0104583	Airgas West	Welding	Instructional Supplies/Lottery	\$282.95
P0104584	Metronome Inc	Information Technology	Equipment	\$19,065.25
P0104585	GST Inc	Information Technology	Equipment	\$2,058.25
P0104587	Grainger	Information Technology	Equipment	\$460.84
P0104592	Palardy & Miller	Construction	Instructional Supplies/Lottery	\$751.39
P0104593	Airgas West	Academic Affairs	Instructional Supplies/Lottery	\$3,822.00
P0104594	TAJ Office & School	Information Technology	Equipment	\$318.00
P0104595	Global	Academic Affairs	Instructional Supplies/Lottery	\$679.87
P0104596	Gus Chavez Ice	Student Affairs	Non-Instruct Supplies	\$250.00
P0104597	Palardy & Miller	Academic Affairs	Instructional Supplies/Lottery	\$173.52
P0104598	E.C.C. Compton Ctr	Transfer Center	Equipment	\$220.00
P0104599	Office Xpress	DSPS	Direct Supp	\$378.86
P0104600	Airgas West	Academic Affairs	Instructional Supplies/Lottery	\$509.49
P0104601	Community College	Library	Library Books	\$20,559.00
P0104603	Oclc	Library	Library Books	\$300.00
P0104604	Priscilla Beas	Student Recruitment	Non-instructional Supplies	\$24.60
P0104608	TPF Systems	Operations	Other Services and Expenses	\$300.00
P0104611	Office Depot	Real Estate Escrow	Instructional Supplies/Lottery	\$749.09
P0104613	Bev's Balloons,	Div Office-Student	Non-Instruct Supplies	\$300.75
P0104619	S & B Food Services	Administration	Non-instructional Supplies	\$468.49
P0104621	Horners Desert Trophy	Athletics	Other Services - Compton	\$606.20
P0104622	Kens Sporting Goods	Athletics	Non-Instruct Supplies	\$7,263.23
P0104623	Bsn	Athletics	Equipment	\$1,452.20
P0104624	Harvey's Lake Tahoe	Athletics	Conferences Mgmt	\$391.05
P0104635	Complete Welding	Welding	Instructional Supplies/Lottery	\$40.92
P0104636	International Academy	Academic Affairs	Building Rental	\$32,598.00
P0104637	Airgas West	Welding	Instructional Supplies/Lottery	\$332.95
P0104638	Airgas West	Welding	Instructional Supplies/Lottery	\$80.11
P0104639	Airgas West	Welding	Instructional Supplies/Lottery	\$433.28
P0104645	Albert Turner	Athletics	Transportation/ Mileage and	\$116.53
P0104646	Modern Imaging	Accounting	Instructional Supplies/Lottery	\$748.31
P0104651	Awesome Productions	Student Recruitment	Non-Instruct Supplies	\$433.00
P0104652	J.B. Imprints	Administration	Printing	\$81.19
P0104653	Mary Callahan	Academic Affairs	Conferences Mgmt	\$182.81

Fund 01 Total: 156

\$313,386.25

Fund 10		Restricted-Compton Ed Center		
P0103886	NPA	EOP&S District Match	Printing	\$4,179.54
P0103887	Mytha Pascual	BFAP Augmentation	Special Events-Direct Costs	\$40.00
P0103910	Ricoh Business	EOPS CARE	New Equipment -	\$5,633.30
P0103914	Ricoh Corp	Matriculation	New Equipment -	\$3,126.19
P0103927	Nasfaa	BFAP Augmentation	Dues and Memberships	\$170.00
P0103937	Office Xpress	EOPS CARE	New Equipment -	\$6,148.37
P0103950	L.A.C.M.T.A.	EOPS CARE	Bus Passes and Food	\$5,040.00
P0103983	Casa Maria's Illuzionz	BFAP Augmentation	Special Events-Direct Costs	\$1,948.50
P0104045	Intelligent Software, Inc.	EOPS CARE	Software	\$2,036.18
P0104048	L.A.C.M.T.A.	EOPS	Bus Passes and Food	\$5,040.00
P0104049	SVM, lp	EOPS	Bus Passes and Food	\$10,018.95
P0104051	The Apple Store	TRIO	General Office Supplies	\$2,704.22
P0104083	Rosetta Stone	EOPS CARE	Software	\$1,500.00
P0104086	Scantron	HRSA	New Equipment - Instructional	\$1,692.81
P0104088	The Quantum Group	BFAP Augmentation	Special Events-Direct Costs	\$3,749.78
P0104150	SVM, lp	EOPS CARE	Bus Passes and Food	\$19,030.00
P0104190	TAJ Office & School	TRIO	General Office Supplies	\$2,000.00
P0104219	Softmart	BFAP Augmentation	Special Events-Direct Costs	\$746.59
P0104225	SVM, lp	Foster Care Ed	Non-Instruct Supplies	\$649.00
P0104241	IC Computer Inc.	Instructional Equip	New Equipment - Instructional	\$1,693.91
P0104245	Nasfaa	BFAP Augmentation	Dues and Memberships	\$1,060.00
P0104246	National Promotions &	Matriculation	Printing	\$909.31
P0104432	Andrea Major	model approaches to	PSA Contract Services	\$3,000.00
P0104440	The Apple Store	Instructional Equip	New Equipment - Instructional	\$5,100.75
P0104456	Jose Lopez	EOPS	Conferences Classified	\$40.00
P0104468	Modern Imaging	DSPS	Direct Supp	\$247.37
P0104474	Modern Imaging	DSPS	General Office Supplies	\$493.25
P0104499	IC Computer Inc.	Articulation	Equipment	\$1,725.51
P0104505	Gst Inc	Matriculation	New Equipment -	\$7,117.81
P0104517	Office Depot	BFAP Augmentation	General Office Supplies	\$1,784.99
P0104518	Compton Community	EOPS	Other Payments To/For	\$10,000.00
P0104520	Jetblue	TRIO - Upward Bound	Travel and Conference	\$507.50
P0104521	Jetblue	TRIO - Upward Bound	Travel and Conference	\$507.50
P0104523	Doine Washington	Foster Care Ed	PSA Contract Services	\$3,000.00
P0104524	Lajuanda Richardson	Foster Care Ed	PSA Contract Services	\$2,000.00
P0104526	S & B Food Services	TRIO - Upward Bound	Transportation	\$207.98
P0104527	S & B Food Services	TRIO - Upward Bound	Non-Instruct Supplies	\$257.90
P0104529	Global Office	BFAP Augmentation	General Office Supplies	\$810.10
P0104530	Pocket Nurse	Capacity Bldg for	Indirect Supplies	\$328.85
P0104533	Global Office	Instructional Equip	New Equipment - Instructional	\$750.00
P0104535	Access Technology	DSPS	Equipment	\$900.64
P0104536	Best Buy	DSPS	Equipment	\$2,063.25
P0104537	Enablemart	DSPS	Equipment	\$479.75
P0104538	Scotterville	DSPS	Equipment	\$279.29
P0104539	Officexpress	DSPS	Equipment	\$207.82
P0104540	The Quantum Group	BFAP Augmentation	Special Events-Direct Costs	\$121.74
P0104546	Global Office Supplies	model approaches to	General Office Supplies	\$1,300.00
P0104547	National Business	BFAP Augmentation	General Office Supplies	\$7,138.63
P0104571	GST Inc	BFAP Augmentation	New Computer	\$9,520.00
P0104580	Mytha Pascual	BFAP Augmentation	Special Events-Direct Costs	\$290.55
P0104582	Sargent Welch	Instructional Equip	New Equipment - Instructional	\$37,264.93
P0104588	Global Office Supplies	EOPS CARE	New Equipment -	\$3,371.85
P0104589	Ricoh Business	Matriculation	New Equipment -	\$970.00
P0104590	Office Xpress	DSPS	Non-Instruct Supplies	\$397.87
P0104602	Expressions to Wear	TANF	Non-Instruct Supplies	\$5.00

P0104605	SVM, LP	EOPS CARE	Bus Passes and Food	\$500.00
P0104606	L.A.C.M.T.A.	EOPS CARE	Bus Passes and Food	\$287.00
P0104607	TPF Systems	TANF	Non-Instruct Supplies	\$47.50
P0104609	Compton Community	TANF	Transportation/ Mileage and	\$1,452.00
P0104612	Mytha Pascual	BFAP Augmentation	Conferences Other	\$40.00
P0104614	BUSD/ Cater R Us	EOPS CARE	Hospitality	\$135.00
P0104615	Doubletree Hotel	TRIO	Indirect Costs	\$3,800.00
P0104616	Jist.Com	EOPS CARE	Student Stipends	\$20,000.00
P0104617	Paramount Trophy	TRIO	Indirect Costs	\$600.00
P0104618	Island Advertising	EOPS	Other Payments To/For	\$10,986.00
P0104620	Rainbow Resource	EOPS CARE	Student Stipends	\$1,400.00
P0104644	Graphic Design	Articulation	Equipment	\$700.00
P0104654	Modern Imaging	BFAP Augmentation	Training	\$2,632.09
Fund 10 Total: 68				\$223,887.07

Fund 13 Compton Line of Credit

P0103917	Battery Systems-Long	Line of Credit Special	New Equipment -	\$1,806.96
P0104525	Pepperball	Line of Credit Special	New Equipment -	\$3,733.47
P0104640	L. A. County Fire	Line of Credit Special	Site Improvements	\$1,884.40
Fund 13 Total: 3				\$7,424.83

Fund 30 Child Development Ctr - Compton

P0104085	Ammex	CDC	General Office Supplies	\$137.13
P0104195	Lakeshore Learning	CCDF School Age	Instructional Supplies/Lottery	\$1,077.68
P0104199	Becker's School	CDC Instr Materials	Instructional Supplies/Lottery	\$577.66
P0104220	Lakeshore Learning	CDC Instr Materials	Instructional Supplies/Lottery	\$1,101.71
P0104226	ABC School Supply	CDC Instr Materials	Instructional Supplies/Lottery	\$657.56
P0104242	ABC School Supply	Infant/Toddler	Instructional Supplies/Lottery	\$277.95
P0104243	ABC School Supply	Infant/Toddler	Instructional Supplies/Lottery	\$443.67
P0104244	Constructive Playthings	Infant/Toddler	Instructional Supplies/Lottery	\$677.39
P0104586	Lakeshore Learning	CCDF School Age	Instructional Supplies/Lottery	\$733.09
P0104591	Lakeshore Learning	CDC Instr Materials	Instructional Supplies/Lottery	\$955.45
P0104610	Global Office Supplies	CDC	General Office Supplies	\$424.00
Fund 30 Total: 11				\$7,063.29

Fund 45 Revenue Constrict Bond - Compton

P0104204	Chevron Energy	CDC	Building Construction	\$33,854.53
Fund 45 Total: 1				\$33,854.53

Fund 60 Workers' Comp - Compton Ed Ctr

P0104459	Keenan & Associates	Fiscal Services	Insurance	\$12,415.00
Fund 60 Total: 1				\$12,415.00

PO Funds Total: 240 \$598,030.97

Fund 01 Unrestricted-Compton Ed Center

B0111154	Ricky Shabazz	Student Recruitment	Non-instructional Supplies	\$1,500.00
B0111155	TAJ Office & School	Student Recruitment	Non-instructional Supplies	\$1,556.45
B0111164	Water Chemists Inc.	Operations	Other Services and Expenses	\$350.00
B0111183	TAJ Office & School	Administration	Non-Instruct Supplies	\$1,000.00
B0111184	Oasis Business Supply	Campus Police	General Office Supplies	\$400.00
B0111186	TAJ Office & School	Transfer Center	General Office Supplies	\$500.00
B0111188	Herff Jones, Inc.	Administration	Printing	\$500.00

B0111194	Metronome Inc	Information Technology	Contract Services	\$3,000.00
B0111200	World Market	Theatre/Dance	Instructional Supplies/Lottery	\$1,200.00
B0111201	Ricky Shabazz	Student Recruitment	Non-instructional Supplies	\$1,500.00
B0111206	Sign a Rama	Div Office-Student	Equipment	\$10,810.00
B0111214	Eberhard Equipment	Operations	Maintenance Contracts	\$1,000.00
B0111215	Yale Chase Materials	Operations	Equipment Rental	\$3,500.00
B0111216	L.A.C.M.T.A.	Institutional Services	Other Services And Expenses	\$1,600.00
B0111220	Cater R Us	Student Affairs	Non-Instruct Supplies	\$8,000.00
B0111224	4IMPRINT.COM	Student Recruitment	Non-Instruct Supplies	\$6,193.71
B0111225	Barrett Robinson	Human Resources	Equipment	\$1,500.00
B0111226	Global Office Supplies	Human Resources	Equipment	\$5,700.00
Fund 01 Total: 18				\$49,810.16

Fund 10 Restricted-Compton Ed Center

B0111146	Island Advertising	EOPS CARE	Other Payments To/For	\$8,400.00
B0111159	Office Xpress	EOPS	General Office Supplies	\$1,000.00
B0111163	TAJ Office & School	TRIO	General Office Supplies	\$2,000.00
B0111166	Global Office Supplies	EOPS CARE	Student Stipends	\$19,727.00
B0111167	E.C.C.C.D. Bookstore	EOPS CARE	Other Books	\$5,000.00
B0111168	Assist Design	EOPS CARE	Printing	\$3,375.00
B0111169	Office Xpress	EOPS CARE	General Office Supplies	\$10,000.00
B0111170	E.C.C.C.D. Bookstore	EOPS	Student Stipends	\$5,000.00
B0111172	April M. Laughlin	model approaches to	PSA Contract Services	\$5,000.00
B0111173	Devin A. Jones	Foster Care Ed	PSA Contract Services	\$2,000.00
B0111174	Brenda Parks	Foster Care Ed	PSA Contract Services	\$3,000.00
B0111175	Pamela Edwards	Foster Care Ed	PSA Contract Services	\$2,000.00
B0111176	Linda S. Jones	Foster Care Ed	PSA Contract Services	\$2,000.00
B0111177	Donna M. Jones	Foster Care Ed	PSA Contract Services	\$3,000.00
B0111179	Juanita L. Cruz	Foster Care Ed	PSA Contract Services	\$3,000.00
B0111180	Delores Pace	Foster Care Ed	PSA Contract Services	\$3,000.00
B0111185	El Camino Compton	EOPS	Student Stipends	\$60,000.00
B0111187	Weddings, Ect., Etc.	EOPS	Hospitality	\$3,510.00
B0111189	Weddings, Ect., Etc.	EOPS CARE	Hospitality	\$2,300.00
B0111204	TAJ Office & School	Articulation	General Office Supplies	\$2,000.00
B0111218	SVM, lp	TANF	Transportation/ Mileage And	\$1.00
B0111219	Global Office Supplies	model approaches to	General Office Supplies	\$1,300.00
B0111221	E.C.C.C.D. Bookstore	EOPS CARE	Student Stipends	\$70,000.00
Fund 10 Total: 23				\$216,613.00

Fund 40 Capital Outlay Fund-Compton Ed

B0111157	Vector Resources, Inc.	Scheduled	Repairs Non-instructional	\$1,919.90
Fund 40 Total: 1				\$1,919.90

BPO Funds Total: 42 \$268,343.06

Grand Total POs and BPOs: 282 \$866,374.03

**Agenda for the Compton Community College District Board of Trustees
from
Administrative Services
Reuben James, Director of Fiscal Affairs**

BSD 2 AGREEMENTS/CONTRACTS

1. Agreement with the Fiscal Crisis Management and Assistance Team (FCMAT) Study Agreement
2. Amendment to Agreement with Mary Cavalier, Approved November 20, 2007, to Increase the Total Amount of the Contract from \$5,000 To \$15,000
3. Agreement with Elonda Austin-Perez, Contractor Shall Plan and Conduct a Series of PS MAPP Sessions for the Foster & Kinship Care Education Training Program
4. Amended Ratification of Agreement with Devin Jones, Contractor to Provide and Conduct a Series of Classes for Foster/Kinship Youth between the ages of 16-21
5. Amended Ratification of Agreement with La Junda Richardson, Contractor to Provide and Conduct a Series of Classes for Foster/Kinship Youth between the ages of 16-21
6. A Clinical Education Agreement with Loyola Marymount University. Pursuant to which Loyola Marymount University Students will have the Opportunity to Engage in Athletic Training Activities at Compton Community College District

BSD 2 AGREEMENTS/CONTRACTS

1. AGREEMENT WITH THE FISCAL CRISIS MANAGEMENT AND ASSISTANCE TEAM (FCMAT) STUDY AGREEMENT

CONSULTANT: FISCAL CRISIS MANAGEMENT AND ASSISTANCE TEAM (FCMAT)
SERVICES: To provide Progress Reports at six month intervals to be issued in the 2008-09 fiscal year, in July 2008 and January 2009. These progress reports are required under AB-318.
REQUESTING DEPT: SPECIAL TRUSTEE
DATES: 07/01/08 – 06/30/09
NTE: \$300,000.00

2. AMENDMENT TO AGREEMENT WITH MARY CAVALIER, APPROVED NOVEMBER 20, 2007, TO INCREASE THE TOTAL AMOUNT OF THE CONTRACT FROM \$5,000 TO \$15,000

CONSULTANT: MARY CAVALIER
SERVICES: To provide specialized services and/or advice in connection with Vocational Nursing Instructional Program
REQUESTING DEPT: ACADEMIC AFFAIRS
DATES: 05/21/08 – 09/30/10
NTE: \$15,000.00/\$500.00 per day for 8 hours per day

3. AGREEMENT WITH ELONDA AUSTIN-PEREZ, TO PLAN AND CONDUCT A SERIES OF PS MAPP SESSIONS FOR THE FOSTER & KINSHIP CARE EDUCATION TRAINING PROGRAM

CONSULTANT: ELONDA AUSTIN-PEREZ
SERVICES: Shall plan and conduct a series of PS MAPP Sessions for the Foster & Kinship Care Education Training Program
REQUESTING DEPT: PS MAPP
DATES: 06/01/08 – 07/30/08
NTE: \$2,000.00/\$30.00 for 5 hours per week

4. AMENDED RATIFICATION OF AGREEMENT WITH DEVIN JONES, CONTRACTOR TO PROVIDE AND CONDUCT A SERIES OF CLASSES FOR FOSTER/KINSHIP YOUTH BETWEEN THE AGES OF 16-21

CONSULTANT: DEVIN JONES
SERVICES: To provide and conduct a series of classes for Foster/Kinship youth between the ages of 16-21
REQUESTING DEPT: FOSTER CARE/KINSHIP PROGRAM
DATES: 05/07/08 – 06/30/08
NTE: \$2,000.00/\$50.00 for 5 hours per week

5. AMENDED RATIFICATION OF AGREEMENT WITH LA JUNDA RICHARDSON, CONTRACTOR TO PROVIDE AND CONDUCT A SERIES OF CLASSES FOR FOSTER/KINSHIP YOUTH BETWEEN THE AGES OF 16-21

CONSULTANT: LA JUNDA RICHARDSON
SERVICES: To provide and conduct a series of classes for Foster/Kinship youth between the ages of 16-21
REQUESTING DEPT: FOSTER CARE/KINSHIP PROGRAM
DATES: 05/07/08 – 06/30/08
NTE: \$2,000.00/\$50.00 per hour for 5 hours per week

6. A CLINICAL EDUCATION AGREEMENT WITH LOYOLA MARYMOUNT UNIVERSITY. PURSUANT TO WHICH LOYOLA MARYMOUNT UNIVERSITY STUDENTS WILL HAVE THE OPPORTUNITY TO ENGAGE IN ATHLETIC TRAINING ACTIVITIES AT COMPTON COMMUNITY COLLEGE DISTRICT

CONSULTANT: LOYOLA MARYMOUNT UNIVERSITY
SERVICES: The contractor desires to use athletic facilities for clinical education experiences
REQUESTING DEPT: ATHLETIC DEPARTMENT
DATES: 05/20/08 – Until Terminated
NTE: NONE

**Agenda for the Compton Community College District Board of Trustees
from
Administrative Services
Reuben James, Director of Fiscal Affairs**

BSD 3. QUARTERLY FINANCIAL STATUS REPORT – FORM CCFS – 311Q.

This report is required by the California Community Colleges to be filed each quarter on the District's Financial Status.

DESCRIPTION: Fiscal Year 2007-2008 Third Quarter – Financial and Budget Report (CCFS-311Q)


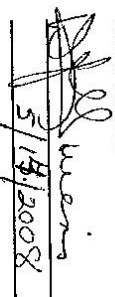
CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE

Quarterly Financial Status Report, CCFs-311Q
CERTIFY QUARTERLY DATA

District: (710) COMPTON

CHANGE THE PERIOD
Fiscal Year: 2007-2008
Quarter Ended: (Q3) Mar 31, 2008

Your Quarterly Data is Certified for this quarter.

Chief Business Officer	Janice Ely	District Contact Person	Myeshia Armstrong
CBO Name:		Name:	
CBO Phone:	310-660-3160	Title:	Accounting Manager
CBO Signature:		Telephone:	310-660-3110
Date Signed:	5/13/2008	Fax:	310-660-3798
Chief Executive Officer Name:	Doris P. Givens	E-Mail:	armstrong_m@compton.edu
CEO Signature:			
Date Signed:	5/14/2008		
Electronic Cert Date:	05/13/2008		

California Community Colleges, Chancellor's Office
1102 Q Street Sacramento, California 95814-6511
Send questions to Kuldeep Kaur, (916) 327-6818 kkaur@ccccc.edu
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BSD3

1102QStreetSacramentoCalifornia95814-6511

5/13/2008

**CALIFORNIA COMMUNITY COLLEGES
CHANCELLORS OFFICE**

Quarterly Financial Status Report, CGFS-311Q
VIEW QUARTERLY DATA

District: (710) COMPTON

Quarter Ended: (Q3) Mar 31, 2008

CHANGE THE PERIOD

Fiscal Year: 2007-2008

Line	Description	As of June 30 for the fiscal year specified			
		Actual 2004-05	Actual 2005-06	Actual 2005-07	Projected 2007-2008

I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:

A. Revenues:					
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	29,687,272	27,546,849	37,614,182	27,014,775
A.2	Other Financing Sources (Object 8900)	0	0	0	0
A.3	Total Unrestricted Revenue (A.1 + A.2)	29,687,272	27,546,849	37,614,182	27,014,775
B. Expenditures:					
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	29,431,974	33,830,152	28,146,183	24,338,484
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	279,845	130,840	709,688	1,029,529
B.3	Total Unrestricted Expenditures (B.1 + B.2)	28,711,819	33,960,992	28,855,871	25,368,113
C.	Revenues Over/(Under) Expenditures (A.3 - B.3)	975,453	-6,414,143	8,758,311	1,646,662
D. Fund Balance, Beginning					
D.1	Prior Year Adjustments + (-)	307,907	-453,774	0	0
D.2	Adjusted Fund Balance, Beginning (D + D.1)	520,948	1,042,474	-5,358,076	2,987,403
E.	Fund Balance, Ending (C. + D.2)	1,496,401	-5,371,669	3,400,235	4,634,065
F.1	Percentage of GF Fund Balance to GF Expenditures (E / B.3)	5.2%	-15.8%	11.8%	18.3%

II. Annualized Attendance FTEs:

G.1	Annualized FTEs (excluding apprentice and non-resident)	6,340	5,230	3,500	3,650
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OK
5/12/08
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III. Total General Fund Cash Balance (Unrestricted and Restricted)		As of the specified quarter ended for each fiscal year			
		2004-05	2005-06	2006-07	2007-2008
H.1	Cash, excluding borrowed funds				4,518,763
H.2	Cash, borrowed funds only				1,012,243
H.3	Total Cash (H.1 + H.2)	4,909,413	2,181,548	2,967,310	5,531,006

IV. Unrestricted General Fund Revenue, Expenditure and Fund Balance:

Line	Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Percentage (Col. 3/Col. 2)
Revenues:					
L.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	27,401,770	27,401,770	20,287,947	74%
L.2	Other Financing Sources (Object 8900)	2,388,102	2,388,102	3,116,102	130.5%
L.3	Total Unrestricted Revenue (L.1 + L.2)	29,789,872	29,789,872	23,403,949	78.6%
Expenditures:					
J.1	Unrestricted General Fund Expenditures (Objects 1000-8000)	26,834,913	26,834,913	19,516,412	72.7%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	1,346,393	1,346,393	1,029,629	75.5%
J.3	Total Unrestricted Expenditures (J.1 + J.2)	28,181,306	28,181,306	20,546,041	72.9%
K.	Revenues Over(Under) Expenditures (L.3 - J.3)	1,608,566	1,608,566	2,857,908	
L.	Adjusted Fund Balance, Beginning	3,400,235	2,987,403	2,987,403	
L.1	Fund Balance, Ending (C. + L.2)	5,008,801	4,595,969	5,845,311	
M	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	17.8%	16.3%		

V. Has the district settled any employee contracts during this quarter? **NO**

If yes, complete the following: (If multi-year settlement, provide information for all years covered.)

Contract Period Settled (Specify) YYYY-YY	Management	Permanent	Academic	Temporary	Classified

5/18/2008

	Increase	% *	Increase	% *	Increase	% *	Increase	% *
a. SALARIES:	Year 1:							
	Year 2:							
	Year 3:							
b. BENEFITS:	Year 1:							
	Year 2:							
	Year 3:							

* As specified in Collective Bargaining Agreement or other Employment Contract

c. Provide an explanation on how the district intends to fund the salary and benefit increases, and also identify the revenue source/object code.

VII. Did the district have significant events for the quarter (include Incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)? NO

If yes, list events and their financial ramifications. (Enter explanation below, include additional pages if needed.)

VII. Does the district have significant fiscal problems that must be addressed?

This year? NO
Next year? NO

If yes, what are the problems and what actions will be taken? (Enter explanation below, include additional pages if needed.)

**Agenda for the Compton Community College District Board of Trustees
from
Administrative Services
Reuben James, Director of Fiscal Affairs**

BSD 4. APPROVAL OF STALE DATED WARRANTS

LACOE has determined that certain payroll checks have not been cashed and processed through the banking system. After six months, LACOE makes an entry to debit the un-cashed amount back into CCD's cash account. An "Other Local Income" account is credited for the same amount. The amount due to each employee will now need to be issued as a B-Warrant. It is recommended that the Special Trustee approve the following Stale Dated Warrants:

<u>WARRANT(S) #</u>	<u>AMOUNT</u>
W8207142	\$ 1,269.67
W8233368	\$ 1,242.00

Agenda for the Compton Community College District Board of Trustees
from
Administrative Services
Reuben James, Director of Fiscal Affairs

BSD 5. EMERGENCY RESOLUTION FOR PROVISION OF REPAIRS OF HVAC AND EMERGENCY POWER SYSTEMS AT THE MIS BUILDING

RESOLUTION NO. 07-08 - 052008

WHEREAS, the Compton Community College District (“District”) owns the college facilities known as the El Camino College Compton Community Educational Center (“Center”) located at 1111 E. Artesia Boulevard in the city of Compton, in County of Los Angeles, California;

WHEREAS, the existing HVAC and emergency power systems are wholly inadequate to either cool the MIS building or provide electrical power during brownouts and/or power failures;

WHEREAS, the aforementioned deficiencies have already caused damage to the servers, and damage will continue to accrue until such time as the servers fail completely or until deficiencies in the HVAC and emergency power systems are corrected;

WHEREAS, a failure of the servers will result in loss of essential systems including telephone, intranet and internet, data storage and, fire and security alarms;

WHEREAS, provision of the services provided by the servers in the MIS building is vital to the continuance of the existing classes and operations at the Center,

WHEREAS, immediate action must be taken to permit the continuance of existing operations with as little disruption to the education of students, as well as to ensure the safety and welfare of students and staff;

WHEREAS, competitive bidding for the repair/construction of the HVAC and emergency power systems for the MIS server room would cause unnecessary delay in provision of suitable instructional facilities for the continuance of the current operations, classes and programs of the District;

WHEREAS, Public Contract Code section 20654 provides that in an emergency, when any repairs, alterations, work or improvement is necessary to any college facility to permit the continuance of existing college classes or to avoid danger to life or property, the Governing Board may, by unanimous vote, and approval of the county superintendent, make a contract in writing or otherwise on behalf of the District for the performance of labor and furnishing of materials or supplies without advertising for or inviting bids;

WHEREAS, Meaking v. Steveland (1977) 68 Cal.App.3d 490 and Los Angeles Dredging Company v. Long Beach (1930) 210 Cal. 348 hold that statutes requiring competitive

bidding do not apply when competitive bidding would work an incongruity or not produce any advantage; and

WHEREAS, completion of the repair/construction of the HVAC and emergency power systems for the MIS server room is an integral part of ensuring the continuance of existing District classes and to ensure the safety of students and staff, and therefore, it would work an incongruity and not produce any advantage to the District to competitively bid the work.

NOW, THEREFORE, BE IT RESOLVED that the Governing Board makes the following findings regarding the emergency which exists;

1. That the above recitals are true and correct.
2. That repair/construction of the HVAC and emergency power systems for the MIS server room is necessary to permit the continuance of the existing classes and operations at the Compton Community College District.
3. That it would work an incongruity and not produce any advantage to the District to require competitive bidding for the construction work at the MIS server room and building.
4. That the District hereby delegates to the Chief Executive Officer or her designee to enter into such contracts as she shall deem appropriate for the repair/construction of the HVAC and emergency power systems for the MIS server room at Compton Community College District, all with the approval of the Los Angeles County Superintendent as provided in Public Contract Code section 20654. Any such contracts entered into by virtue of this emergency resolution shall be subject to and shall require subsequent ratification by the Special Trustee of the Compton Community College District.

ADOPTED by the Special Trustee of the Compton Community College District of Los Angeles County, California, on this 20th day of May, 2008 at the regularly scheduled Board of Trustee meeting.

ATTEST:

Dr. Peter J. Landsberger, Special Trustee

Dr. Doris Givens, Secretary, Board of Trustees

Agenda for the Compton Community College District Board of Trustees
from
Administrative Services
Reuben James, Director of Fiscal Affairs

BSD 6. RESOLUTION FOR CONTRACTING OF REPAIRS OF HVAC AND EMERGENCY POWER SYSTEMS AT THE MIS BUILDING

RESOLUTION NO. 07-08 – 052008B

It is recommended the Board of Trustee's approve entering into a contract with the firm of Herzog Electrical to provide the necessary construction and engineering services for the installation of an emergency power system to provide emergency electrical power to the MIS building.

Authority to enter into the contract with Herzog Electrical is provided pursuant to Emergency Resolution No. 07-08-052008
The costs for these services, \$418,225, was negotiated considering the factors of project scope, level of complexity of the work required and need complete the work quickly.

The firm of Herzog Electrical was selected based upon; its experience and expertise performing this type of project and its prior experience with the District. A copy of their proposal is attached for your review. The firm of Atkinson, Andelson, Loya, Ruud & Romo is preparing the contract documents.

Cost: \$418,225, progress invoiced monthly.

ATTEST:

Dr. Peter J. Landsberger, Special Trustee

Dr. Doris Givens, Secretary, Board of Trustees



May 12, 2008

Mr. Fred Sturner
El Camino College / Compton Center
1111 E. Artesia Blvd.
Compton, Ca 90021

RE: Compton Center MIS HVAC REPAIRS
Proposal #LE5578142

Dear Fred:

Southland has completed our pricing to upgrade the existing HVAC system serving the MIS room. Southland has reviewed the heat load data supplied by Compton Center and have determined the actual nominal heat load to be in excess of 15 tons. We need to keep in mind that the load will vary depending on how much equipment is operating at any one moment. The varying heat load will be a factor in equipment selection to allow for staging the cooling system to match the specific load at any time during the day.

Southland also made several site inspections to determine how best to install the system and what type of system would be suited for the speciation application. The criteria imposed by Compton College were the system would be temporary, however would need to be in use for an extended period of time.

The logic for this decision was based on the following:

1. The existing MIS room was limited and was targeted for future growth. This meant that in room floor units could be used.
2. The ceiling space above the room was limited due to the amount of existing conduits, piping and duct work.
3. Varying loads would require capacity staging to meet the load as it was required. This meant handling the low load conditions as well as the full load conditions
4. Everything Southland does is to be considered temporary and must be capable of being removed and used elsewhere.

"Our Core Purpose Is To Build Customers For Life"
7421 Orangewood Avenue Garden Grove, CA 92841 714.901.5800 714.901.5811
Fax SCL 114040 www.southlandind.com

Based on the above conditions, established criteria and Southland's engineering review, Southland has selected to propose two 10 ton (nominal) ton AC units. The following will detail our scope of work.

MIS New HVAC System Scope of Work:

1. Prepare engineered Design-Build construction documents for the Mechanical and Electrical scope of work as identified in the El Camino College, Compton Community Educational Center M.I.S Server Room design-bid-build documents provided by S&K Engineers
2. Demo existing "T" Bar ceiling in the MIS room. This will require scheduling and extreme care to avoid any interruption to the existing systems
3. Using extreme caution, demo two (2) existing Data Aire air handler units in the ceiling space
4. Return one (1) of the (working) air handler units to the college, dispose of the other, (non working) unit
5. Demo required non usable duct in the ceiling space
6. Demo two (2) Data Aire condensers on the roof
7. Return one (1) of the (working) units to the college, dispose of the other (non working) unit
8. Cut two (2) openings thru existing condenser support curbs to allow for duct access into the MIS room.
9. Excavate existing landscaped area and cap off irrigation sprinklers.
10. Remove weeds and provide visqueen barrier and cover with ¾ rock cover for all non concrete areas
11. Construct a new 10ftX15ft concrete pad with two 6" housekeeping pads to support two new Heat Pump A/C units
12. Provide French Drain for A/C unit condensate
13. Construct a new 10ftX12ft concrete pad with a 6" housekeeping pad for installation of an Emergency Generator
14. Install secondary containment berm around Emergency Generator with manual drain valve
15. Install new chain link fence with privacy slats around new concrete pads including one 3 foot access gate and one 6 foot equipment gate
16. Install two new 10 ton nominal capacity Heat Pumps on the new concrete pads
17. Provide and install new control thermostat to include wire from the new
18. Provide and install new insulated duct up to roof and down thru existing support curb penetrations
19. Install new duct into MIS room and provide new air distribution with new supply grills appropriately located to serve the existing MIS equipment.
20. Provide and install new "T" bar ceiling in MIS room
21. Start up unit and adjust for proper operation. Southland will record all startup data as well as air flow readings and submit to the college
22. Balance air flow in the MIS room
23. Provide one year labor and materials warranty

Southland can complete the above scope of work for a total cost of \$258,500.00. This price includes straight time labor, materials, engineering, procurement, start up, freight, applicable taxes and project management and coordination for the installation of the emergency generator.

The above price will remain firm for 30 days from the date of this proposal

Additional discussion with Compton College identified a need for pricing for an emergency generator to be dedicated to the MIS room and equipment. Based on our discussion and our engineering review, Southland would propose the following scope of work which is to be contracted directly with the electrical contractor.

Emergency Generator and Electrical Scope of Work

- 1 Provide construction project management and coordination for installation of the Emergency Generator
- 2 Purchase and Install (1) 500KW diesel generator (approximately 800 amps @ 480 volts) with 24 hr. capacity base fuel tank and 60db @50 feet sound enclosure.
- 3 Provide and install (1) 800 amp, 480 volt transfer switch
- 4 Intercept existing 400 amp feeder to MIS, install intercept pull box, install 800 amps to new main switch gear "M-CB"
- 5 Provide and install new panel "EBD-MIS
- 6 Provide and install grounding and lighting for new equipment installed
- 7 Provide power to battery charger and block heater
- 8 Provide temporary generator for electrical power to MIS building during "electrical power" switch over
- 9 AC unit to the new Thermostat.
- 10 Furnish and install a new breaker in the existing exterior 480 volt panel
- 11 Furnish and install new wire and conduit and all electrical connections from the existing exterior 480 volt panel to the new AC unit including unit disconnect.

The above emergency generator scope of work would be completed by Herzog Electrical at a cost of \$418,225. This price and scope of work would be contracted direct to Herzog from the College. Southland Industries has included project management and coordination of the emergency generator in our HVAC price.

Upon completion of the installation, the generator will power the existing 400 amp panel. The generator has capability to service additional panels, however connection, wiring, engineering of other panels is not part of this proposal. This design intent assumes larger feeder will be provided at a later date and is not included in this scope of work or proposal.

Lead time for the Generator is 25 weeks from approved submittals

Exclusions:

- Contaminated soil remediation
- Painting
- Electrical repairs to existing systems
- Permit, plan check or AQMD permits or fees
- Diesel fuel
- Excludes any new electrical feeds into the designated area
- Concrete encasement of electrical conduits
- Any modifications to existing 400amp feeder

At this time I would ask for your approval to move forward with the HVAC and Generator project. Should you have any questions, please call me direct.

Respectfully,

Lance English
Business Development

**Agenda for the Compton Community College District Board of Trustees
from
Administrative Services
Reuben James, Director of Fiscal Affairs**

BSD 7. tBP/ARCHITECTURE - INCLUDING FEE BASIS

It is recommended the Board of Trustee’s approve entering into a contract with the architectural firm of tBP/Architecture to provide the necessary architectural and engineering services for Architectural Programming of the Allied Health Building and preparation of an FPP for submittal to the CCCCCO to obtain state funding for the construction of this project.

The fee for these services, \$111,000, was negotiated considering the factors of project scope, level of complexity of the work required and the firm’s staff to be assigned to the project. The funding for these services will come from the \$565,000 insurance settlement arising as a result of the burst water line in December of 2006. It should be noted that the ultimate construction costs of this project will approach \$6 million of which it is expected that the state will contribute in excess of \$4 million however, such funding from the state is contingent upon passage of the next Bond.

The firm of tBP/Architecture was selected based upon; its experience and expertise performing this type of project and its prior experience with the District. A copy of their proposal is attached for your review. The firm of Atkinson, Andelson, Loya, Ruud & Romo is preparing the contract documents.

Dates of Service: May 1, 2008 though December 31, 2009.

Cost: Not to exceed \$111,000, invoiced monthly.

tBP FEE BASIS

Fee Amount		
Basic Services	\$108,000	
Reimbursable	\$3,000	
Total Basic Services		\$85,000
Structural Engineering (3rd Party Report)		\$11,000
Mechanical Engineering (3 rd Party Report)		\$12,000
Reimbursable Expenses*		<u>\$3,000</u>
	Total Fee	<u>\$111,000</u>
Contingency (10%)*		\$5,550
	Total Budget	<u>\$116,550</u>
* If needed.		

**Agenda for the Compton Community College District Board of Trustees
from
Administrative Services
Reuben James, Director of Fiscal Affairs**

BSD 8. BUDGET AUGMENTATION 2007-2008

The purpose of this item is to request approval of the Budget Augmentation for the 2007-2008 fiscal year.

The General Fund (Unrestricted) is to account for activities related to the general purposes of district operations and support of its educational program. The Special Trustee has discretionary authority to designate this fund for specific purposes or to re-designate these funds for other purposes.

Recommendation for Adjustment to 2007-2008 Budget

Recommendation	Object Code	Adopted Budget	Proposed Change	Fiscal Impact
Adjust beginning fund balance to match audited statements	N/A	\$ 60,877	\$ (5,052,182)	
Include PY adjustment from Chancellor's Office	N/A	\$ -	\$ (264,564)	
Include increased LOC Transfer in for negative fund balance	N/A	\$ -	\$ 5,316,746	
Changes to Income based on March revision from Chancellor's Office				
Decrease in principal apportionment	8610	\$ 26,498,723	\$ 26,203,008	\$ (295,715)
Decrease Part-Time faculty allocation	8610	\$ 301,515	\$ 288,488	\$ (13,027)
Decrease SFAA Enrollment Fee	8614	\$ 49,655	\$ 32,319	\$ (17,336)
Reclassify Transfer in from LOC	8980	\$ 2,388,102	\$ -	\$ (2,388,102)
Total Income (Including Beginning Balance)		\$ 29,789,872	\$ 27,014,775	\$ (2,775,097)
Changes to Expenditures				
Correct budget to reflect the actual object code where Certificated Administrators, Counselors, and Librarians are changed. In addition, decrease Certificated Administrative salaries by budgeted and unfilled positions.	1200	\$ 870,272	\$ 1,943,414	\$ 1,073,142
Correct budget to reflect where actual expenditures for stipends and special assignments are charged	1400	\$ 1,510,000	\$ 260,858	\$ (1,249,142)
Decrease classified salaries by amount of budgeted and unfilled positions	2100	\$ 5,338,695	\$ 4,734,513	\$ (604,182)
Decrease in overall staff benefits as a result of changes recognized by the salary savings in object codes 1200 and 2100:				
STRS	3120	\$ 781,589	\$ 767,069	\$ (14,520)
PERS	3200	\$ 614,945	\$ 558,720	\$ (56,225)
OASDI, Medicare	3300	\$ 642,886	\$ 594,114	\$ (48,772)
Unemployment	3500	\$ 66,948	\$ 7,651	\$ (59,297)
Worker's Comp	3600	\$ 442,251	\$ 420,796	\$ (21,455)
Eliminate reserve for contingencies that was originally offset by the transfer in of the LOC	7900	\$ 2,059,958	\$ -	\$ (2,059,958)
Total Expenditures		\$ 29,789,871	\$ 26,749,462	\$ (3,040,409)
Ending Fund Balance		\$ -	\$ 265,313	\$ 265,313

M. Armstrong 5/15/2008

BSD8

Certificated Admin

Dean	\$	115,000
Dean	\$	115,000
Assistant to Provost	\$	122,016
Total	\$	352,016
6 month sal savings	\$	176,008

Classified

Admin asst in Prov off	\$	43,032
Research Analyst	\$	75,000
Ath Specialist	\$	33,336
Ath Trainer	\$	20,000
Learning Ctr Asst	\$	44,880
CDC Teachers	\$	419,156
CBO	\$	76,263
Sen Acct Tech	\$	52,308
Buyer	\$	45,000
Acct Tech	\$	45,000
(4) Police Officers	\$	134,218
Painter	\$	37,772
Carpenter	\$	49,476
Utility Main wkr	\$	30,384
Grounds	\$	25,000
Computer Mgr	\$	77,518
Total	\$	1,208,343
6 month sal savings	\$	604,172

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

Consent Calendar

- HRD1. Management Team Personnel Action**
- HRD2. Academic Employment and Personnel Changes**
- HRD3. Classified Personnel**
- HRD4. Temporary Non-Classified Service Employees**
- HRD5. New Classification for Classified Position**
- HRD6. Senior Classified Administrative Position**

HRD 1 – MANAGEMENT TEAM PERSONNEL ACTION

1. Employment – Dr. Jane Harmon, Interim Administrative Dean of Academic Affairs, Level M5, Step 5, effective June 2, 2008.
2. Declination of position – Mr. David Booze, Director of Enrollment Management (letter submitted April 28, 2008).

HRD 2 – ACADEMIC EMPLOYMENT AND PERSONNEL CHANGES

1. Retirement – Dr. Arthur Flemming, Associate Professor of Philosophy, Class VI, Step 13, effective July 11, 2008.
2. Ratification (emergency hire—substitute) – Mr. David Nakamura, welding instructor, Class II, Step 2, for the period of April 16 – June 6, 2008.
3. Ratification – Ms. Mon Mon Myint, mathematics instructor, Class II, Step 1, for the period of April 16 – June 6, 2008.
4. Ratification – Ms. Martha DeCasas, ESL instructor, Class II, Step 2, for the period of April 16 – June 6, 2008.
5. Employment - The following instructors are tentatively scheduled to teach during the 2008 first and/or second summer sessions.

Name	Discipline
Aasi, Fazal	Anatomy & Physiology
Abbassi, Ali	Mathematics
Ahmad, Manzoor	Business
Allen, Jennell	Counseling
Alvarado, Carolina	Cosmetology
Anthony, Kimya	Counseling
Antler, Abram	English
Arroyo, Celia	Counseling
Bentley, Walter	Auto Technology
Bernaudo, Jose	English
Biffle, Lamar	Physical Education
Boatwright, Eddie	Biological Science
Buenaventura, Nenita	Library
Cantrell, Lana	Cosmetology
Carrillo, Rosa	Human Development/Counseling
Chang, Kin Sheng	Mathematics
Clark, Leonard	Earth Sciences
Cortez-Perez, Aurora	ESL
Craig, Elizabeth	English
Espinola, Nelson	Counseling
Estrada, Harvey	Music
Evans, Jerome	History
Flameno, Bernadette	Counseling
Flemming, Arthur	Philosophy
Flor, Paul	Political Science

Fong, Nancy	Human Development/Counseling
French-Preston, Essie	Human Development/Counseling
Garcia, Annaruth	Business
Garrett, Curtis	Auto Technology
Ghafelebashi, Mohammad	Mathematics
Gropp, Edward	Counseling
Hawkins, Roberta	Library
Haynes, Vanessa	Counseling/Sociology/Human Development
Hoffman, August	Psychology
Jackson, Broderick	Physical Education
James, Ibanga	Anatomy & Physiology
Johnson, Eric	ESL
Johnson, Glen	Physical Education
Joiner, Robert	Business
Jolly, Jeff	English
Keig, William	Physics
Khalilzadeh, Mohammad	Computer Information Systems
Khan, Mahboub	Physics/Astronomy
Khwaja, Ziaddun	Mathematics
Klonecky, Loretta	ESL
Lakatos, Catherine	Human Development/Counseling
Lamm, Frederick	Auto Technology
Lazar, Shemiran	ESL
Livingston, Rosemary	Child Development
Lyles, Cornelia	Administration of Justice
Macareno, Mario	Counseling
Maradiaga, Axa	ESL
Marion, Michael	Human Development/Counseling
Martinez, Victoria	Counseling
McCauley, Virginia	Cosmetology
McLaughlin, Patrick	Reading
McNeil, Tracey	Physical Education
McPatchell, David	Academic Strategies/Psychology
Mehdizadeh, Nasrollah	Mathematics
Mendoza, Ladislao	Contemporary Health
Meza-Bohon, Rosa	Cosmetology
Mims, Brian	Human Development/Counseling
Morgan, Robert	Real Estate
Murray, Rodney	Business
My, Alexander	Counseling
Myint, Mon Mon	Mathematics
Namazi, Abbass	Computer Information Systems
Ndoumna, Emmanuel	Mathematics
Neal, Albert	English
Nebbia, Gerardo	Economics
Neumann, Craig	Fire Technology
Norton, Thomas	English

Odanaka, Michael	Counseling
Okabamichael, Mussie	Earth Sciences
Onwudiwe, Hyginus	Biological Sciences
Osanyinpeju, Abiodun	Biological Sciences
Page, Rita	Philosophy
Panski, Saul	History
Parker, Norma	ESL
Phillips, Marjeritta	Dance
Pinto, Cristino	Art
Porter, Leroy	ESL
Pratt, Estina	Library
Pryor, Joshua	English
Quinones, Juan	English
Quintero, Paul	Counseling
Radcliffe, Kendahl	Ethnic Studies
Rangel, Efren	Counseling
Ratcliff, Priscilla	Fashion
Reiff, Amber	Speech
Roach, Donald	Mathematics
Roach, Ruth	English
Roshanaei, Alireza	Mathematics
Russell, Bruce	Library
Sahebjame, Mohsen	Computer Information Systems
Scranton, Sandra	Child Development
Shabaka, Macheo	Political Science
Shaikh, Mohammad	Mathematics
Shannon, Mark	Speech
Smith, Darwin	Philosophy
Sonido, Eleanor	Library
Stewart, Ella	Speech
Subramanian, Chelvi	English/Speech
Taul, Christina	Dance
Taylor, Loetta	Child Development
Threadgill, Cheryl	Human Development/Counseling
Uch, Mandeda	Music
Uribe, Diego	Spanish
Valdry, Andree	Library
Van Niel, Pieter	Theater Arts
Villalobos, Jose	Mathematics
Vogel, Karen	Library
Wallano, Eyob	Anatomy & Physiology
Wasserberger, Toni	English
Webb, Robert	Mathematics
West, Pamela	Child Development
Williams, Frances	Nutrition and Foods
Williams, Herkie	Psychology
Williams, Shannon	Physical Education

Wu, Hung	Chemistry
Yahye, Abdirashid	Computer Information Systems
Youngblood, Aaron	Physical Education

HRD 3 – CLASSIFIED PERSONNEL

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

A. Provisional Employment

1. Mr. Johnny Conley - Categorically Funded Program Specialist, Range CFP, Step 1, Outreach, Student Affairs Area, effective May 21, 2008 through June 30, 2008, not to exceed 120 days. (NTE 35 hours per week).

HRD 4. TEMPORARY NON-CLASSIFIED SERVICE EMPLOYEES:

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

1. Ratification -- Wade Gay, \$9.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective April 21, 2008 through June 30, 2008, Student Life, Student Affairs Area, student help needed in preparation for school closing events e.g. Academic Awards Tea & Commencement etc., not to exceed 120 days. (NTE 160 hours).

HRD 5. NEW CLASSIFICATION FOR CLASSIFIED POSITION:

It is recommended that the Special Trustee approve the new classification for classified position.

A. DIRECTOR OF ADMISSIONS AND RECORDS

POSITION DESCRIPTION: Under direction of the Dean of Student Services, the Director of Admissions and Records plans, organizes and administers the activities and operations of the El Camino College Compton Center Admissions and Records Office and Assessment Center.

ESSENTIAL DUTIES/FUNCTIONS:

- Plan, organize, control and direct the processes and operations of the Admissions and Records Office and Assessment Center; interpret and apply federal and state-mandated guidelines; recommend related policies, procedures and guidelines for the District.
- Provide input to the El Camino College Director of Admissions & Records for the scheduling of registration activities and the scheduling of telephone and in-person appointments for students to register for classes; meet with various campus divisions involved in registration activities; manage the registration process.
- Revise and edit related policies and procedures for class schedule and catalog copy; work closely with the El Camino College Director of Admissions and Records on the development of the production schedules, dates and deadlines based on the Center's calendar for the campus community.
- Supervise and evaluate the performance of assigned staff.
- Direct the preparation and maintenance of a variety of narrative and statistical reports, records and files related to assigned activities and personnel.
- Serve as the Compton Community College District Registrar.
- Prepare and maintain accurate state and federal reports including student attendance accounting records, student permanent records, student residency, faculty grades and attendance records; registration and enrollment statistics and other records as assigned; participate in audits of records as assigned.
- Communicate with other administrators, personnel and contractors to coordinate activities, and processes, resolve issues and conflicts and exchange information.
- Develop and prepare the annual preliminary budget for the Admissions and Records Department and Assessment Center; analyze and review budgetary and financial data; control and authorize expenditures in accordance with established limitations.
- Provide professional development opportunities to assigned staff through conference attendance and training workshops.
- Maintain relevant knowledge of computer technology and systems as it relates to Admissions and Records operations and Assessment Center.
- Attend and conduct a variety of meetings as assigned; participate on assigned El Camino College and El Camino College Compton Center campus-wide committees.
- Perform other related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

- Planning, organization and direction of the Admissions and Records Department.
- Applicable laws, codes, regulations, policies and procedures including Title V and Education Codes related to attendance accounting, residency, student and faculty rights, record-keeping and related matters.
- Basic college curricula.
- District organization, operations, policies and objectives.
- Budget preparation and control.
- Oral and written communication skills.
- Principles and practices of administration, supervision and training.
- Interpersonal skills using tact, patience and courtesy.
- Operation of a computer and assigned software.
- Record-keeping techniques.

ABILITY TO:

- Plan, organize and administer the processes and operations of the Admissions and Records Department.
- Plan, schedule and manage registration activities.
- Operate a personal computer with proficiency.
- Supervise and evaluate the performance of assigned staff.
- Prepare comprehensive narrative and statistical reports.
- Direct the maintenance of a variety of reports and files related to assigned activities.
- Communicate effectively both orally and in writing.
- Interpret, apply and explain rules, regulations, policies and procedures.
- Establish and maintain cooperative and effective working relationships with others.
- Analyze situations accurately and adopt an effective course of action.
- Meet schedules and time lines.
- Work independently with little direction.
- Plan and organize work.
- Work confidentially with discretion.

MINIMUM QUALIFICATIONS

- Any combination in equivalent to: bachelor's degree in a related field and five years student service experience, preferably in admissions and records, in an educational institution of which at least three years are in a supervisory capacity.
- Sensitivity to and understanding of diverse academic, socioeconomic, cultural, and ethnic backgrounds of college students, and of individuals with disabilities.

WORKING CONDITIONS:

- May require off-site travel.
- Work under tight timelines.

HRD 5. SENIOR CLASSIFIED ADMINISTRATIVE POSITION:

Pursuant to Personnel Commission Rule 30.100.3 and Education Code section 88091:

Upon request, the personnel commission may exempt designated senior classified administrative positions from the requirements of this section. A "senior classified administrative employee" means a classified employee who acts as the chief business, fiscal, facilities, or information technology adviser or administrator for the district chancellor or superintendent or a college president, as determined by the governing board and certified by the personnel commission.

Pursuant to Personnel Commission Rule 70.300.4 and Education Code section 88029:

The Personnel Commission may specify certain positions or classes of positions as supervisory, administrative, or executive and exclude the employees serving in those positions and the positions from the overtime provisions.

To be exempted from overtime, positions or classes of positions must clearly and reasonably be management positions. The class of the position listed below is clearly and reasonably a management position. The duties, flexibility of hours, salary, benefit structure, and authority of this class is of such a nature that it should be set apart from positions subject to overtime and will not be unreasonably discriminated against as a result of this exempt position.

It is requested that the Special Trustee designate the following position as a Senior Classified Administrative exempt position:

1. Director of Admissions and Records