



Board Agenda

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

Tuesday, March 20, 2012
Closed Session to Commence at 5:00 p.m.
Open Session to Commence at 6:00 p.m.

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

- I. Call to Order at 5:00 p.m.**
- II. Roll Call**
 - Mr. Thomas E. Henry, Special Trustee
 - Dr. Keith Curry, Interim CEO
- III. Approval of Closed Session Agenda**
- IV. Requests to Address the Board of Trustees – Closed Session Agenda Matters**
- V. Recess to Closed Session in accordance with the Ralph M. Brown Act (Government Code Sections 54950 and following) and Education Code Section 72122 to discuss or take action on the following items:**
 - A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**
 - 1. Significant exposure to litigation pursuant to Subdivision (b) of Section 54956.9:
One case
 - 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:
 - a. Claim of Chelvi Subramaniam
 - b. Claim of Catherine Pate
 - C. CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION:**
 - 1. Conference with legal counsel--existing litigation (Subdivision (a) of Section 54956.9)
 - a. Bernadette Bryant vs. Compton Community College District
 - b. Manzoor Ahmad vs. Compton Community College District

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

1. Agency designated representative: Dr. Keith Curry, Interim CEO
Employee organizations: Compton Community College Federation of Employees, Classified Employees Federation of Employees, Certificated Employees

E. PUBLIC EMPLOYEE PERFORMANCE EVALUATION PURSUANT TO GOVERNMENT CODE SECTION 54957:

1. Chief Executive Officer

VI. Reconvene to Open Session at 6:00 p.m.

VII. Roll Call

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

VIII. The Pledge of Allegiance

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

X. Approval of Open Session Agenda

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

XII. Approval of Minutes of February 7, 2012

XIII. Presentation – Measure CC General Obligation Bond Audit Report

XIV. Public Hearing – District Initial Collective Bargaining Proposal to CCCFE, Certificated Unit

XV. Consent Agenda – Recommendation of Interim CEO

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

XVI. Action Agenda

1. Office of the Interim CEO
 - A. 2010-2011 Bond Measure CC General Obligation Bond Audit Report
 - B. Approval of Bond Measure CC Oversight Committee
 - C. Absence of a Board Member
 - D. Board Travel
 - E. California Community College Trustees Board Elections
 - F. 2011-2012 Board Meeting Dates (Revised)
 - G. 2012-2013 Board Meeting Dates

2. Administrative Services
 - A. Agreements/Contracts
 - B. Amendment 02 - Local Agreement For Child Development Services (REVENUE) – CCTR-1092
 - C. Amendment 02 - Local Agreement For Child Development Services (REVENUE) – CSPP-1177
 - D. Approval of Stale Dated Warrant(s)
 - E. Budget Adjustments/Augmentations/Transfers
 - F. Surplus Items for Auction, Sale and Disposal
3. Facilities Planning and Development
 - A. Agreements/Contracts
 - B. Change Order Report for Measure CC Proposition 39 Projects
4. Human Resources
 - A. District Initial Collective Bargaining Proposal for 2011-2012 Negotiations

XVII. Information Items

1. Office of the Interim CEO
 - A. Compton Community College District Line of Credit Expenditures
 - B. Facilities Memorandum of Understanding
 - C. Auxiliary Services Administrative Regulation
 - D. Board Presentations and Reports Schedule for 2011-2012
 - E. Special Trustee Advisory Committee Meeting Schedule
 - F. Special Trustee Advisory Committee January 31, 2012 Meeting Minutes
 - G. Redistricting Committee Action Plan
 - H. Redistricting Committee February 2, 2012 Meeting Minutes
2. Academic/Student Services
 - A. El Camino College Compton Center FTES
 - B. Success and Retention
 - C. Student Learning Outcomes
3. Administrative Services
 - A. 2011-2012 Budget Reduction
 - B. 2012-2013 Budget Planning Proposal
 - C. AB2910 Quarterly Financial Status Report
4. Human Resources
 - A. Faculty Negotiations Proposal

XVIII. Reports from Representatives and Employee Organizations

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

XIX. Oral Reports

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

XX. Special Board meeting scheduled for March 21, 2012 at 6:00 p.m. in the Boardroom

XXI. Next regularly scheduled meeting date: April 17, 2012

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

XXII. Adjournment

Please note: If you would like a copy of any of the support documents/attachments, please contact Paula VanBrown at (310) 900-1600, Ext. 2001. Thank you!

COMPTON COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES REGULAR MEETING

Tuesday, February 7, 2012

MINUTES

- I. The Board of Trustees Meeting was called to order at 5:00 p.m.
- II. Roll Call – Members Present
 - Mr. Thomas Henry, Special Trustee
 - Dr. Keith Curry, Interim Chief Executive Officer
- III. Approval of Closed Session Agenda – Approved
- IV. Requests to address the Board of Trustees – Closed Session Agenda Matters
 - No Requests
- V. Recess to Closed Session in accordance with the Ralph M. Brown Act (Government Code Sections 54950 and following) and Education Code Section 72122.
- VI. Reconvene to Open Session of the Board of Trustees at 6:04 p.m.
- VII. Roll Call – Members Present
 - Lorraine Cervantes
 - Deborah LeBlanc
 - Andres Ramos
 - Anesa Nelson
 - Thomas Henry
 - Keith Curry

Absent: Trustee Charles Davis
Trustee John Hamilton
- VIII. Pledge of Allegiance – Led by Reuben James
- IX. Report of Actions Taken in Closed Session (Subdivision (a), Section 54956.9)
 - Claim of Jacquelyn Torres – **Denied**
 - No other reportable action
- X. Approval of Open Session Agenda – **Approved**
- XI. Requests to address the Board of Trustees – Agenda/Non-Agenda Items
 - Marie Hollis – Read letter to Board declining the Special Trustee’s invitation to sit at the dais.

- 1)Nehasi Lee, student – Requested chronology of accreditation from 2006-2012; commented on delivery of board packages.
- 2)Mary Edwards, community member – Commented that she has been ill but is doing much better and will again be attending Board Meetings.

XII. Approval of Minutes of January 17, 2012 – Approved

XIII. **Consent Agenda – Recommendation of Interim CEO – Approved**

5. Administrative Services
 - A. Purchase Orders

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

XIV. **Action Agenda**

1. Office of the Interim CEO – **Approved**
 - A. Approval of Bond Measure CC Oversight Committee
 - B. BP 7500 Volunteers Board Policy
 - C. Notice of Public Hearing – Compton Community College District Redistricting

6. Administrative Services – **Approved** (*as revised)
 - A. Agreements
 1. Agreement with Consultant, Claudia Garcia to serve as a college representative for the PS MAPP Program as a liaison between the Department of Children and Family Services and the District.
 2. Agreement with Consultant, Mildred Hillis to serve as a college representative for the PS MAPP Program as a liaison between the Department of Children and Family Services and the District.
 3. Agreement with Contractor, Joe Tadlock Auctioneers to use the premises for identifying, conducting the sale, and investigating the buyers for the sale of surplus property.
***(revision – Item #3 – Joe Tadlock Auctioneers: Revise wording of Services to “To use the premises for identifying, conducting the sale, and investigating the buyers for the sale of surplus property”)**
 4. Agreement with Contractor, Scholars in Progress to provide SAT preparation workshops for project participants of the Upward Bound Program.
 5. Agreement with Contractor, Scholars in Progress to provide SAT preparation workshops for project participants of the Upward Bound Math-Science Program.
 6. Agreement with Contractor, New Millennium Secondary School to provide Human Development 10 and Spanish 52A for high school students at Compton Center.

Amendments

1. Amendment to agreement with Atkinson, Andelson, Loya, Ruud and Romo – Original agreement board approved 9-27-2011. To provide legal services to the District which includes representation in administrative and court proceedings, as requested by the District. The place and time for such services are to be designated by the Chief Executive Officer of the District or his designee.
- B. Budget Adjustments/Augmentations/Transfers
***(revision – Approved Item #1 only – Reserve for Contingency Budget Augmentation – Fiscal Year 2011-2012.
Remainder of 2B - Budget Adjustments/ Augmentations/ Transfers pulled**
- C. Ratification Resolution of the Board of Trustees of the Compton Community College District Requesting the Issuance of 2011-2012 Tax and Revenue Anticipation Notes
- D. Authorizing the Issuance of Compton Community College District, Los Angeles County, California General Obligation Bonds, Election Of 2002, Series 2012C
- E. Resolution Authorizing the Issuance of the Compton Community College District (Los Angeles County, California) 2012 General Obligation Refunding Bonds

COMMENTS:

Trustee LeBlanc: Item 2A, Amendments Requested break-down of expenditures. Dr. Curry will provide this information through December 31st.

Trustee Cervantes: Requested report of services received from contractor/consultants.

Nehasi Lee: Concerned with the proposed resolution and issuance of bonds

7. Facilities Planning and Development – **Approved**
 - A. Agreements/Amendments
 - B. Change Order Report for Measure CC – Prop 39 Projects
 - C. Ratification FOA with Southland Industries for MIS Emergency Shutdown #2
4. Human Resources – **Approved**
 - A. Revised Classification for Classified Position

XV. Discussion Items

Chief Executive Officer selection process was discussed. The Special Trustee reported that Title V regulations require that an interim position (CEO) an entity of the District, can maintain that position for one year. Under extraordinary circumstances that time may be extended for one additional year for a maximum period of 2 years. Title V also allows for a waiver that process. The Special Trustee is allowed to request this waiver which must be approved by the Board of Governors. It is important that the District maintain continuity with the CEO, as well as the Special Trustee and the partner. It is disingenuous to those who may apply and to the system, if in fact, you have a leader you have embraced and you want to maintain continuity through evaluations and make sure the quality is there. The Special Trustee solicited comments from the elected board.

Dr. LeBlanc: Commended Dr. Curry's leadership thus far, but requested that the Special Trustee delay the request for waiver for about six months because she would like to see the interim CEO serve the five years of executive management years that are traditional in executive management of community colleges.

Trustee Ramos: Feels lucky to have Dr. Curry in the interim CEO position, and gives his full support to the Special Trustee to request the waiver of the requirement to search for someone else.

Trustee Cervantes: Agrees totally with Dr. LeBlanc, however, this is not a normal situation. In trying to prepare for accreditation we do need to consider the continuity of leadership. Dr. Curry is well received on campus, at El Camino, by the elected board, the Special Trustee, and the community. Feels the interim CEO should be given the opportunity to prove himself.

The Special Trustee stated that he appreciated the sensitive discussion and comments.

XVI. Information Items

5. Office of the Interim CEO

Dr. Curry briefly reviewed the information items listed:

- Compton Community College District Redistricting Committee Action Plan
- Board Presentations And Reports Schedule For 2011-2012
- AR 7501 Volunteer Administrative Regulation
- Making Public the Initial Bargaining Proposal of Compton Community College District (Information Item)

XVII. Reports from Representatives and Employee Organizations

- A. Student Trustee Report – Anesa Nelson: Reported on ASB Black History Month events
- B. Faculty Representative Report – Jerome Evans: Absent
- C. Classified Representative Report – David Simmons: No Report
- D. Academic Senate President Report – Saul Panski: Commented on hiring of new faculty; CEO selection; Negotiations.
- E. CCCFE Certificated Employees Report –Toni Wasserberger: Absent
- F. CCCFE Classified Employees Report – Joseph Lewis: Commented on Bus Driver and Plummer positions.
- G. Associated Student Body Report – Amelia Apple: Absent (report given by Anesa Nelson)

XVIII. Oral Reports

A. Compton Center

Barbara Perez, Vice President Compton Center, reported that the spring semester will begin on February 11, 2012 and FLEX days will be February 8-9, 2012. The Accreditation Commission has posted the results of their January meeting. Two other community colleges have been put on “show cause”, which is the first step towards revocation of accreditation. One of the problems that is coming out in the reports is the failure to make progress in Student Learning Outcomes. New faculty will be hired this semester for Art History, Reading/English, Communication studies, History, Nursing, Football coach, counselor, and an Instructional Specialist.

B. Interim CEO Report – Dr. Keith Curry

Dr. Curry reported that Redistricting Committee and also the Special Trustee’s Advisory Committee met last week and elected officers. He also commented on the Maintenance and Operations staff schedule change to have three shifts for 24-hour coverage. This will begin on March 5, 2012. The 2010-2011 District Audit will be presented at our Special Board meeting on February 15, 2012. On March 20, 2012 the Bond Audit will be presented.

C. Board of Trustees' Reports

Trustee LeBlanc: Reported that she had attended the CCLC Legislative Conference in Sacramento last month, which addressed budget concerns and fiscal matters. Because of budget cuts class offerings will have to be reduced. She thanked Dr. Curry for attending the African American Caucus meeting. Toured the campus and is pleased with the way it looks and commends the faculty, staff and all the other people who keep things going here.

Trustee Cervantes: Requested that any members of the Advisory Committee, the Oversight Committee and the Redistricting Committee to please introduce themselves.

Mr. Oscar Edwards – Advisory Committee

Mrs. Marie Hollis, President to Save Compton College – Advisory Committee

Mr. Bruce Boyden – Bond Oversight Committee

Trustee Cervantes also requested monthly updates on contractor services. She requested a copy of the deed that shows who this property belongs to and also stated that El Camino College's name should not be on the Baseball Academy. Ms. Cervantes asked that the elected board be allowed to vote on board issues.

Trustee Ramos: Reported that he attended the CCLC Legislative Conference last month and it was very informative. The main focus was on the budget and things do not look good. Trustee Ramos requested information on what we offer veterans on this campus.

- D. Special Trustee Report – Thomas E. Henry: Commented on the two institutions that are on "show cause" by the Accreditation Commission. This institution is a prototype for others in that we are the first to have had its accreditation revoked and to have partnered with another college. Mr. Henry reported that he met with President Fallo and Barbara Beno; it was a very substantive meeting.

E. Meeting Adjourned at 8:45 p.m.

- XIX. **Special Board Meeting scheduled for February 15, 2012 4**
Closed session begins at 4:30 p.m.
Open session begins at 5:00 p.m.

- XX. **Next regularly scheduled meeting: March 20, 2012**
Closed session begins at 5:30 p.m.
Open session begins at 6:00 p.m.

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

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

XIV. PUBLIC HEARING ON THE DISTRICT INITIAL COLLECTIVE BARGAINING PROPOSAL

It is recommended that the Special Trustee hold a Public Hearing on the District Initial Collective Bargaining Proposal for Negotiations with the Compton Community College Federation of Employees (“CCCFE Certificated Unit”).

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

XV. CONSENT AGENDA

1. Administrative Services
 - A. Purchase Orders

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

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

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

Run Date
2/29/2012

Compton Community College District
BOARD OF TRUSTEES PURCHASE ORDER LISTING

Meeting Date: 03/20/2012

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

P.O. Number	Vendor Name	Site Name	Description	P.O. Cost
Fund 01 Unrestricted-Compton Ed Center				
P0502058	Villa Flowers	Student Recruitment	Non-Instruct Supplies	\$401.26
P0502059	Pro Doc Technologies	Student Affairs	Non-Instruct Supplies	\$3,400.13
P0502060	Bev's Balloons,	Student Affairs	Non-Instruct Supplies	\$1,756.21
P0502073	Datatel, Inc.	Information Technology	Maintenance Contracts	\$7,000.00
P0502078	S&B Foods	First Year	Non-Instruct Supplies	\$381.25
P0502098	Oasis Business Supply	Academic Programs	Non-Instruct Supplies	\$112.50
P0502110	Melissa's Party Supply	Student Affairs	Non-Instruct Supplies	\$108.75
P0502111	Isd-Los Angeles	Student Affairs	Non-Instruct Supplies	\$587.25
P0502116	Library Store, the	Div. Office Instr.	Non-Instruct Supplies	\$639.50
P0502118	Scantron	Academic Affairs	General Office Supplies	\$398.23
P0502120	Gst Information	I&T Division	Instructional Supplies	\$5,719.09
P0502121	Vizion Marketing	Student Recruitment	Printing	\$7,492.88
P0502174	Idr Environmental	Academic Affairs	Maintenance Contracts	\$2,640.00
P0502175	National Charter Lines	Office of the CEO	Transportation/ Mileage and	\$750.00
P0502203	Thomson Reuters	Office of the CEO	Non-Instruct Supplies	\$80.69
P0502231	Western Regional	Academic Affairs	Dues and Memberships	\$75.00
P0502233	Cspca	Human Resources	Dues and Memberships	\$868.00
P0502235	Ricoh	Financial Aid	Contract Services	\$157.00
P0502261	Tigerdirect.Com	Academic Programs	Equipment	\$1,005.15
P0502262	Tigerdirect.Com	Academic Programs	Non-Instruct Supplies	\$853.15
P0502265	Bobco Metals	I&T Division	Instructional Supplies	\$5,775.75
P0502289	Skillpath On-Site	Human Resources	Contract Services	\$2,500.00
P0502296	A-1 Office Concepts	Academic Affairs	General Office Supplies	\$1,485.31
P0502324	Logan Telecom Wiring	Information Technology	Repairs Non-instructional	\$433.88
P0502328	Insight Systems	Information Technology	Equipment	\$1,859.63
P0502330	El Camino College	Nursing	Other Services and Expenses	\$250.00
P0502332	Sagem	Information Technology	Contract Services	\$3,589.00
P0502336	Fastpitch Coaches	Athletics	Dues and Memberships	\$100.00
P0502337	Chronicle of Higher	Office of the CEO	Publications/ Periodicals and	\$125.00
Fund 01 Total: 31				\$50,544.61
Fund 10 Restricted-Compton Ed Center				
P0502228	Gardena Postmaster	YESS Grant	Non-Instruct Supplies	\$129.00
P0502229	Mid City Mailing	YESS Grant	Non-Instruct Supplies	\$200.00
P0502230	National Promotions &	YESS Grant	Non-Instruct Supplies	\$374.00
P0502234	Lacmta/Metro Mail	EOPS CARE	Bus Passes and Food	\$7,560.00
P0502264	SVM, lp	EOPS CARE	Bus Passes and Food	\$14,875.00

P0502294	S&B Foods	TRIO - Upward Bound	Non-Instruct Supplies	\$800.00
		Fund 10 Total: 6		\$23,938.00
Fund 45	Revenue Construct Bond - Compton			
P0502204	Ricoh	Program Support	Equipment	\$7,128.56
		Fund 45 Total: 1		\$7,128.56
Fund 60	Workers' Comp - Compton Ed Ctr			
P0502088	Dept. of Industrial	Human Resources	Insurance	\$2,756.33
		Fund 60 Total: 1		\$2,756.33
			PO Funds Total: 39	\$84,367.50
Fund 01	Unrestricted-Compton Ed Center			
B0510870	National Charter Lines	Fiscal Services	Student Transportation Rental	\$12,000.00
B0510883	E.C.C.C.D. Community	Office of the CEO	Personal and Consultant Svcs	\$60,000.00
B0510887	Law Offices of Julia	Fiscal Services	Legal	\$10,000.00
B0510888	United Parcel Service	Operations	Other Services and Expenses	\$650.00
B0510907	D & G Paving	Operations	Contract Services	\$15,000.00
B0510910	Nichols Consulting	Fiscal Services	Contract Services	\$4,000.00
		Fund 01 Total: 6		\$101,650.00
Fund 10	Restricted-Compton Ed Center			
B0510893	E.C.C.C.D. Bookstore	CARE	Book Service	\$57,097.00
B0510894	S&B Foods	EOPS CARE	Bus Passes and Food	\$7,500.00
B0510895	E.C.C.C.D. Bookstore	EOPS	Other Outgo	\$2,409.00
B0510896	E.C.C.C.D. Bookstore	EOPS	Book Service	\$221,100.00
B0510902	S&B Foods	EOPS CARE	Hospitality	\$3,000.00
B0510906	E.C.C.C.D. Bookstore	EOPS CARE	Text Books	\$11,100.00
		Fund 10 Total: 6		\$302,206.00
Fund 45	Revenue Construct Bond - Compton			
B0510891	HMC Architecture	Master Planning	Architecture & Engineering	\$6,525.00
		Fund 45 Total: 1		\$6,525.00
			BPO Funds Total: 13	\$410,381.00
			<u>Grand Total POs and BPOs: 52</u>	\$494,748.50

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

2A. ACADEMIC EMPLOYMENT AND PERSONNEL CHANGES

1. Amend Retirement - Mr. Saul Panski, full-time History Professor, Class VI, Step 33, effective June 8, 2012, first day of retirement June 9, 2012, and that a plaque be prepared and presented to him in recognition of his service to the District since 1978.
2. Amend Retirement - Ms. Toni Wasserberger, full-time English Professor, Class VI, Step 35, effective June 8, 2012, first day of retirement June 9, 2012, and that a plaque be prepared and presented to her in recognition of her service to the District since 1968.
3. Amend Retirement - Ms. Norma Parker, full-time Spanish Professor, Class VI, Step 26, effective June 8, 2012, first day of retirement June 9, 2012, and that a plaque be prepared and presented to her in recognition of her service to the District since 1986.
4. Amend Retirement - Dr. Pieter Van Niel, full-time Theatre Arts Professor, Class VI, Step 35, effective June 8, 2012, first day of retirement June 9, 2012, and that a plaque be prepared and presented to him in recognition of his service to the District since 1972.
5. Amend Retirement - Mr. Patrick Mc Laughlin, full-time Reading Professor, Class II, Step 27, effective June 14, 2012, first day of retirement June 15, 2012, and that a plaque be prepared and presented to him in recognition of his service to the District since 1974.
6. Employment - Ms. Saili Tuitasii, part time Nursing Instructor, Class V, Step 1, effective February 27, 2012 - June 30, 2012.
7. Employment - Mr. Abdul Sesay, part time Women's Soccer Coach, Class I, Step 1, effective January 14, 2012 - June 30, 2012.
8. Employment - Mr. David Cheetham, part time Anthropology Instructor, Class VI, Step 1, effective February 11, 2012.

2B. CLASSIFIED EMPLOYEES:

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

Employment

1. Leave of Absence (FMLA) - Ms. Giselle Gamino, Financial Aid Coordinator, Range 29, Step B, Financial Aid, Student Affairs, effective March 5, 2012 through May 7, 2012.
2. Leave of Absence (FMLA, 50%) - Ms. Flor Ortiz, Purchasing Technician, Range 26, Step G, Business Services, Administrative Affairs, effective March 12, 2012 through April 13, 2012.

3. Mr. Randy Evans, Vocational Tool Room Attendant – Automotive, Range 25, Step A, Career Technical Education, Academic Affairs, effective March 26, 2012, probationary.

Provisional Employment

1. Ratification -- Ms. Ethel Powers, Sr. Administrative Assistant, Range 27, Step A, Academic Affairs, effective March 5, 2012 through June 30, 2012, not to exceed 120 days (NTE 35 hours per week).
2. Ratification -- Ms. Gloria Allen, Children’s Center Aide, Range 15, Step A, Child Development Center, Academic Affairs, effective March 1, 2012 through June 30, 2012, not to exceed 120 days (NTE 20 hours per week).

2C. TEMPORARY NON-CLASSIFIED SERVICE EMPLOYEES:

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

1. Teresa Castaneda, Student Worker, \$8.50 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective June 8, 2012 through June 30, 2012, Human Services, Academic Affairs, not to exceed 120 days (NTE 35 hours per week).
2. David Chavezticas, Tutor, \$15.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective January 1, 2012 through June 30, 2012, Upward Bound/Upward Bound Math & Science, Student Affairs, not to exceed 120 days (NTE 35 hours per week).
3. Juan Diaz, Certified Athletic Trainer, Range 33, Step A, Athletics, Academic Affairs, effective March 24, 2012 through March 25, 2012, not to exceed 120 days (NTE 35 hours per week).
4. Norma Clavel, Student Worker, \$8.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective February 9, 2012 through June 30, 2012, Academic Affairs, not to exceed 120 days (NTE 35 hours per week).
5. Quantisha Evans, Student Worker, \$9.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective February 8, 2012 through June 12, 2012, Outreach, Student Affairs, not to exceed 120 days (NTE 35 hours per week).
6. Lorena Fonseca, Tutor, \$20.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective February 15, 2012 through June 8, 2012, Learning Resource Center, Academic Affairs, not to exceed 120 days (NTE 15 hours per week).
7. Lorena Fonseca, Supplemental Instruction Tutor, \$20.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective February 9, 2012 through June 8, 2012, Learning Resource Center (Basic Skills), Academic Affairs, not to exceed 120 days (NTE 20 hours per week).
8. Jennifer Fukasana, Supplemental Instruction Tutor, \$20.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective March 1, 2012 through June 8, 2012, Learning Resource Center (Basic Skills), Academic Affairs, not to exceed 120 days (NTE 20 hours per week).
9. Rosalie Latchison, Student Worker IV, \$13.75 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective February 16, 2012 through

April 1, 2012, Business Services, Administrative Affairs, not to exceed 120 days (NTE 35 hours per week).

10. Amanda Martinez, Tutor, \$20.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective February 15, 2012 through June 8, 2012, Learning Resource Center, Academic Affairs, not to exceed 120 days (NTE 15 hours per week).
11. Emily Monge, Tutor, \$20.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective February 15, 2012 through June 8, 2012, Learning Resource Center, Academic Affairs, not to exceed 120 days (NTE 15 hours per week).
12. Ray Patterson Jr., Student Worker, \$9.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective March 1, 2012 through June 30, 2012, Outreach, Student Affairs, not to exceed 120 days (NTE 35 hours per week).
13. Yesenia Rodriguez, Tutor, \$15.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective January 3, 2012 through June 30, 2012, Upward Bound/Upward Bound Math & Science, Student Affairs, not to exceed 120 days (NTE 35 hours per week).
14. Thuy Truong, Tutor, \$20.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective February 15, 2012 through June 8, 2012, Learning Resource Center, Academic Affairs, not to exceed 120 days (NTE 20 hours per week).
15. Pamela Wilkerson, Student Worker V, \$15.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective February 16, 2012 through April 1, 2012, Business Services, Administrative Affairs, not to exceed 120 days (NTE 35 hours per week).
16. Nikki Williams, Teacher Associate, \$22.80 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective February 7, 2012 through June 8, 2012, English, Academic Affairs, not to exceed 120 days (NTE 20 hours per week).

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

XVI. ACTION AGENDA

1. Office of the Interim CEO
 - A. 2010-2011 Bond Measure CC General Obligation Bond Audit Report
 - B. Approval of Bond Measure CC Oversight Committee
 - C. Absence of a Board Member
 - D. Board Member Travel
 - E. California Community College Trustees Board Elections
 - F. 2011-2012 Board Meeting Dates (Revised)
 - G. 2012-2013 Board Meeting Dates

2. Administrative Services
 - A. Agreements/Contracts
 - B. Amendment 02 - Local Agreement For Child Development Services (REVENUE) – CCTR-1092
 - C. Amendment 02 - Local Agreement For Child Development Services (REVENUE) – CSPP-1177
 - D. Approval of Stale Dated Warrant(s)
 - E. Budget Adjustments/Augmentations/Transfers
 - F. Surplus Items for Auction, Sale and Disposal

3. Facilities Planning and Development
 - A. Agreements/Contracts
 - B. Change Order

4. Human Resources
 - A. District Collective Bargaining Initial Proposal for 2011-2012 Negotiations

1A. 2010-2011 BOND MEASURE CC GENERAL OBLIGATION BOND AUDIT REPORT

It is recommended that the Special Trustee receive the annual Measure CC General Obligation Bond financial audit report prepared by Vavrinek, Trine, Day and Co. for the Compton Community College District. Copies of the audit report for the 2010-2011 fiscal year have been distributed to the Special Trustee. The District received an unqualified opinion on its General Obligation Bond Fund financial statements for 2010-2012. The public may review the audit report in the Chief Executive Officer Office, in the Administration Building, or on the web at: http://district.compton.edu/district_budget/audits/index.asp

1B. APPROVAL OF BOND MEASURE CC OVERSIGHT COMMITTEE MEMBERS

It is recommended that the Special Trustee approve the following name for approval for service on the Bond Measure CC Oversight Committee.

APPLICANTS SELECTED:

- L.C. Green

COMMITTEE MEMBERS' BIOGRAPHIES

L.C. Green Jr.

L.C. Green, Jr. is the founder of LC Green & Associates, Inc., a Tax Planning and Financial management company. L.C. Green, Jr. has been in the tax accounting and financial management field for more than twenty-seven years.

Certified by the California State Department of Insurance and the Tax Preparers Program, Mr. Green teaches continuing education for Insurance and Tax Professionals. He has been an Instructor at three colleges in Los Angeles County. Mr. Green has taught various subjects including accounting, bookkeeping, taxation, and other related financial management courses.

As a public speaker, he has delivered more than 750 speeches to diverse audiences with emphasis on business and personal financial management.

1C. ABSENCE OF A BOARD MEMBER

It is recommended that the Board excuse Trustee Deborah LeBlanc from the February 15, 2012 Board of Trustees Meeting with no loss of salary due to a hardship.

1D. BOARD MEMBER TRAVEL

It is recommended that the Board approve the attendance of Trustees Deborah LeBlanc, Lorraine Cervantes, Charles Davis and Andres Ramos to the Community College League of California Trustee Conference, with transportation and necessary expenses paid (*total cost not to exceed annual allowance of \$2,000 per Trustee*)

1E. CALIFORNIA COMMUNITY COLLEGE TRUSTEE BOARD ELECTIONS

It is recommended that the Special Trustee vote for each of the eight vacancies to the California Community College Trustee Board. Below are the nominated candidates. List order based on Secretary of State's January 19, 2012 random drawing.

- * Janet Chaniot, Mendocino-Lake CCD
- Angela Acosta-Salazar, Rio Hondo CCD
- * Doug Otto, Long Beach CCD
- * Manny Ontiveros, North Orange County CCD
- Tina Park, Los Angeles CCD
- Ann H. Ransford, Glendale CCD
- Deborah LeBlanc, Compton CCD
- * Bernard "Bee Jay" Jones, Allan Hancock Joint CCD
- * Marcia Zableckis, Barstow CCD
- Greg Bonaccorsi, Ohlone CCD
- * Chris Stampolis, West Valley-Mission CCD

*Incumbent

1F. 2011-2012 BOARD OF TRUSTEES MEETING DATES (Revised)



**Compton Community College District
Board of Trustees Regularly Scheduled Meeting Dates
2011-2012 - REVISED**

Tuesday, September 27, 2011	5:00 p.m. (Closed Session) 6:00 p.m. (Open Session)
Tuesday, October 18, 2011	5:00 p.m. (Closed Session) 6:00 p.m. (Open Session)
Tuesday, November 15, 2011	5:00 p.m. (Closed Session) 6:00 p.m. (Open Session)
Tuesday, December 6, 2011	5:00 p.m. (Closed Session) 6:00 p.m. (Open Session)
Tuesday, January 17, 2012	5:00 p.m. (Closed Session) 6:00 p.m. (Open Session)
Tuesday, February 7, 2012	5:00 p.m. (Closed Session) 6:00 p.m. (Open Session)
Tuesday, March 20, 2012	5:00 p.m. (Closed Session) 6:00 p.m. (Open Session)
Tuesday, April 17, 2012	5:00 p.m. (Closed Session) 6:00 p.m. (Open Session)
Tuesday, May 15, 2012	5:00 p.m. (Closed Session) 6:00 p.m. (Open Session)
Tuesday, June 12, 2012	5:00 p.m. (Closed Session) 6:00 p.m. (Open Session)

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

NOTE: The Board of Trustees Meeting Agenda shall be posted 72 hours prior to regular meetings.
The Board of Trustee Special Meeting Agenda shall be posted 24 hours prior to special meetings.

Revised March 14, 2012

1G. 2012-2013 BOARD OF TRUSTEES MEETING DATES

**Compton Community College District
Board of Trustees Regularly Scheduled Meeting Dates
2012-2013**

Thursday, July 19, 2012	5:00 p.m. (Closed Session) 6:00 p.m. (Open Session)
Tuesday, August 21, 2012	5:00 p.m. (Closed Session) 6:00 p.m. (Open Session)
Tuesday, September 11, 2012	5:00 p.m. (Closed Session) 6:00 p.m. (Open Session)
Tuesday, October 16, 2012	5:00 p.m. (Closed Session) 6:00 p.m. (Open Session)
Tuesday, November 13, 2012	5:00 p.m. (Closed Session) 6:00 p.m. (Open Session)
Tuesday, December 11, 2012	5:00 p.m. (Closed Session) 6:00 p.m. (Open Session)
Tuesday, January 15, 2013	5:00 p.m. (Closed Session) 6:00 p.m. (Open Session)
Tuesday, February 19, 2013	5:00 p.m. (Closed Session) 6:00 p.m. (Open Session)
Tuesday, March 19, 2013	5:00 p.m. (Closed Session) 6:00 p.m. (Open Session)
Tuesday, April 16, 2013	5:00 p.m. (Closed Session) 6:00 p.m. (Open Session)
Tuesday, May 21, 2013	5:00 p.m. (Closed Session) 6:00 p.m. (Open Session)
Tuesday, June 18, 2013	5:00 p.m. (Closed Session) 6:00 p.m. (Open Session)

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

NOTE: The Board of Trustees Meeting Agenda shall be posted 72 hours prior to regular meetings.
The Board of Trustee Special Meeting Agenda shall be posted 24 hours prior to special meetings.

**Agenda for the Compton Community College District Board of Trustees
from
Administrative Services
Dr. Keith Curry, Interim CEO**

2A AGREEMENTS/CONTRACTS

A. AGREEMENT

1. CONTRACTOR: **SKILLPATH ON-SITE TRAINING SEMINARS**
SERVICES: To provide coaching and team building skills for managers to effectively communicate manager to employee
REQUESTING DEPT: HUMAN RESOURCES
FUNDING: GENERAL FUND UNRESTRICTED
DATES: 03/21/12 – 06/30/12
NTE: \$2,500.00

B. AMENDMENTS

1. CONTRACTOR: **VAVRINEK, TRINE, DAY & CO., LLP**
SERVICES: Original agreement board approved on February 16, 2010. This is the first amendment to this agreement and is in the amount of \$44,760 and will increase maximum approved compensation from \$258,500.00 to \$303,260. To provide an independent audit for fiscal years ending June 30, 2010 through June 30, 2012 and re-evaluate each of the post-closing adjustments and to include the additional compliance requirements related to the 2010-2011 State General Apportionment Funding which required recalculation of the 2009-2010 contract hours of attendance as well as changes to the required compliance testing for students actively enrolled and concurrently enrolled testing. To provide the compensation allocated for the additional amount of time and expense in completing the audit procedures
REQUESTING DEPT: BUSINESS SERVICES
FUNDING: GENERAL FUND UNRESTRICTED
DATES: 06/30/10 – 06/30/12
NTE: \$303,260.00

C. RATIFICATIONS

1. CONTRACTOR: **LAW OFFICES OF JULIA SYLVA**
SERVICES: To provide legal advice and representation on matters related to redevelopment agreements
REQUESTING DEPT: BUSINESS SERVICES
FUNDING: GENERAL FUND UNRESTRICTED
DATES: 07/01/10 – 06/30/11
NTE: \$10,000.00

2. CONTRACTOR: **LAW OFFICES OF JULIA SYLVA**
SERVICES: To provide legal advice and representation on matters related to redevelopment agreements
REQUESTING DEPT: BUSINESS SERVICES
FUNDING: GENERAL FUND UNRESTRICTED
DATES: 07/01/11 – 06/30/12
NTE: \$10,000.00

2B AMENDMENT 02 - LOCAL AGREEMENT FOR CHILD DEVELOPMENT SERVICES (REVENUE) – CCTR-1092

Original agreement board approved on July 12, 2011. This amendment will increase the maximum rate per child day of enrollment payable pursuant to the provisions of the agreement shall be amended by deleting reference to \$33.96 and inserting \$34.38 in place thereof.

The minimum Child Days of Enrollment (CDE) Requirement shall be amended by deleting reference to 8,173.0 and inserting 8,073.0 in place thereof.

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

F.Y. 2011-12 – Total amount encumbered by this contract: \$277,558.00
Contract Number: CCTR-1092
Program Type: GENERAL CHILD CARE & DEVELOPMENT PROGRAM
Project Number: 19-6442-00-1

2C AMENDMENT 02 - LOCAL AGREEMENT FOR CHILD DEVELOPMENT SERVICES (REVENUE) – CSPP-1177

Original agreement board approved on July 12, 2011. This amendment will increase the maximum rate per child day of enrollment payable pursuant to the provisions of the agreement shall be amended by deleting reference to \$33.96 and inserting \$34.38 in place thereof.

The minimum Child Days of Enrollment (CDE) Requirement shall be amended by deleting reference to 9,376.0 and inserting 9,262.0 in place thereof.

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

F.Y. 2011-12 – Total amount encumbered by this contract: \$318,425.00
Contract Number: CSPP-1177
Program Type: CALIFORNIA STATE PRESCHOOL PROGRAM
Project Number: 19-6442-00-1

2D. APPROVAL OF STALE DATED WARRANT(S)

LACOE has determined that certain checks have not been cashed and processed through the banking system. After six months, LACOE makes an entry to debit the un-cashed amount back in the Cash Account of CCD. An “Other Local Income” account is credited for the same amount. It is recommended that the Special Trustee approve the following Stale Dated Warrant:

<u>WARRANT(S) #</u>	<u>AMOUNT</u>
18958670	\$ 190.47

2E. BUDGET ADJUSTMENTS/AUGMENTATIONS/TRANSFERS

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

- I. General Fund Unrestricted Transfers**
- II. General Fund Restricted Transfers**
- III. Bond Fund Transfers**

I. General Fund – Unrestricted Transfers
Expenditures:

-FROM-		
<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
2XXX	Classified and Other Nonacademic Salaries	\$ 13,161.00
3XXX	Employee Benefits	50,000.00
4XXX	Supplies and Materials	7,400.00
5XXX	Other Operating Expenses and Services	13,981.00
6XXX	Capital Outlay	13,000.00
		<u>\$ 97,542.00</u>

-TO-

<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
1XXX	Academic Salaries	\$ 5,000.00
2XXX	Classified and Other Nonacademic Salaries	34,161.00
3XXX	Employee Benefits	25,000.00
4XXX	Supplies and Materials	9,931.00
5XXX	Other Operating Expenses and Services	9,000.00
6XXX	Capital Outlay	9,450.00
7XXX	Other Outgo	5,000.00
		<u>\$ 97,542.00</u>

Summary Total	\$ 0.00
----------------------	----------------

Total Transfer Amount - \$97,542

Summary of Transfers:

- Classified and other Non-Academic Salaries - \$13,161 reallocated for student worker salaries.
- Employee Benefits - \$50,000 reallocated from unused benefit budget to supplies, salaries and memberships.
- Supplies and Materials – \$7,400 transferred for equipment and supply purchases.
- Other Operating Expenses and Services - \$13,981 transferred for equipment purchases and to increase student transportation budget.
- Capital Outlay – \$13,000 transferred for equipment and supply purchases.

II. General Fund – Restricted Transfers Revenue:

<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
86XX	General Apportionment/State Revenue	\$ 8,849.00
88XX	Other Local Income	<u>102,744.28</u>
		\$111,593.28

-FROM-

Expenditures:

<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
5XXX	Other Operating Expenses and Services	\$ 1,205.00
6XXX	Capital Outlay	<u>1,000.00</u>
		\$ 2,205.00

-TO-

<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
3XXX	Employee Benefits	\$ 768.00
4XXX	Supplies and Materials	10,147.00
5XXX	Other Operating Expenses and Services	42,883.28
6XXX	Capital Outlay	<u>60,000.00</u>
		\$ 113,798.28

Summary Total **\$ 0.00**

Total Transfer Amount - \$113,798.28

Summary of Transfers:

- Additional funds were allocated from the State Budget to the EOPS/CARE Program for books in the amount of \$8,849 and the expense budget was increased by that amount.
- The remaining funds were reallocated to provide for computer software, printing and supplies and parking machines.

III. Bond Fund Transfers

Expenditures:

-FROM-		
<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
4XXX	Supplies and Materials	\$ 84,000.00
5XXX	Other Operating Expenses and Services	136,854.37
6XXX	Capital Outlay	\$ 459,400.00
7XXX	Other Outgo – Interfund Transfers Out	<u>7,300.00</u>
		\$ 687,554.37
-TO-		
<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
4XXX	Supplies and Materials	\$ 148,000.00
5XXX	Other Operating Expenses and Services	177,000.00
6XXX	Capital Outlay	<u>362,557.37</u>
		\$ 687,554.37
Summary Total		\$ 0.00

Summary of Transfers:

Total Transfer Amount - \$687,554.37

- Transfers completed to distribute Bond Fund dollars in anticipation of vendor payments for ATT Contract Services, Site Improvements, and New Equipment (Non - Instructional). These transfers are for the MIS Stabilization Project.

**2F. CCCD MAINTENANCE AND OPERATIONS SURPLUS ITEMS FOR AUCTION,
SALE AND DISPOSAL
(Unapproved Surplus Items)
March 2012**

General:

The following disposition of Surplus Personal Property (“Property”) is guided by Education Code section 81450 *et seq.* and advice of legal counsel Atkinson, Andelson, Loya, Ruud & Romo (AALRR) regarding the requirements for disposition of surplus personal property.

Situation:

The attached Property list (“Exhibit A”) is a collection of District assets acquired over the last four to five decades, which after meeting and conferring with Program Administrators, were determined to no longer be of any use to educational programs or student success. Staff estimates that none of the individual items exceed five thousand dollars (\$5,000) in value and the total value of items listed ranges from eighteen thousand dollars (\$18,000) to twenty-three thousand dollars (\$23,000). The Property was stored in the Maintenance and Operations Barn, Yard and Allied Health Building, but must be cleared out to make room for the Infrastructure Phase One Utility project-set to start in April 2012. Last month the Board approved the use of Joe Tadlock (“Auctioneer”) to facilitate a public auction. If this agenda item is approved, the Auctioneer will advertise for two weeks locally and electronically and will facilitate the auction, item pick up and financial close out under the supervision of the District’s Interim CEO and with the Business Office. Maintenance and Operations, under the supervision of the District’s Interim CEO, will dispose of any remaining items.

Discussion:

The District owns certain Property as described above and in the attached Exhibit A. The Property is no longer needed for community college district purposes and is no longer satisfactory for community college district use.

California Education Code section 81452(a) provides that if the governing board of a community college district finds, by unanimous vote of those members present, that its surplus personal property does not exceed five thousand dollars (\$5,000) in value, it may be sold at private sale without advertising, by any employee of the community college district empowered for that purpose by the governing board of that community college district.

California Education Code section 81452(c) provides that if the governing board of a community college district finds, by unanimous vote of those members present, that its surplus personal property is of insufficient value to defray the costs of arranging a sale, the property may be disposed of in the local public dump on order of any employee of the community college district empowered for that purpose by the governing board of that community college district.

District staff recommends that the Board find that that none of the individual items in the District’s Property exceed five thousand dollars (\$5,000) in value and that some of the District’s Property is of insufficient value to defray the costs of arranging a sale. District staff recommends that the Board delegate authority to the District’s Interim CEO, or his designee, to first work with the Auctioneer to attempt to sell the Property through the auction process described above and then, as appropriate, to (1) sell the remaining Property at private sale without advertising, pursuant to California Education Code section 81452(a); (2) donate the remaining Property to a charitable organization deemed

appropriate by the Board, pursuant to California Education Code section 81452(c) or (3) dispose of the remaining Property in a manner proper for disposal of such Property, pursuant to California Education Code section 81452(c).

Recommended Actions:

It is recommended that the Special Trustee approves the following:

1. Find that Property is no longer needed for community college district purposes and is no longer satisfactory for community college district use and approve the attached Exhibit A for disposal based on Education code section 81450 *et seq.*, and AALRR legal opinion.
2. Find, by unanimous vote of those Board members present, that none of the individual items in the District's Property exceed five thousand dollars (\$5,000) in value.
3. Find, by unanimous vote of those Board members present, that some of the District's Property is of insufficient value to defray the costs of arranging a sale.
4. Delegate authority to the District's Interim CEO, or his designee, to first offer the Property at auction, in conjunction with the Auctioneer, and then, as appropriate, to (1) sell the remaining Property at private sale without advertising, pursuant to California Education Code section 81452(a); or (2) donate the remaining Property to a charitable organization deemed appropriate by the Board pursuant to California Education Code section 81452(c); or (3) to dispose of the remaining Property in a manner proper for disposal of such Property pursuant to California Education Code section 81452(c).

Fiscal Impact:

Income from the sale or disposition of the Property will be returned to the General Fund, because the sources of the original expenditures for the Property are unknown.

**CCCD MAINTENANCE AND OPERATIONS SURPLUS ITEMS FOR AUCTION, SALE
AND DISPOSAL
(Unapproved Board Items)
March 2012**

EQUIPMENT

Pipe cutter
Welder
Lathe
Air compressor
(2) 1 M BTU – Boilers pulled from Math Science mechanical room
(3) 2 MBTU – Lochinvar boilers pulled from Central Plant boiler room
(1) 50 KWA Emergency power generator disconnected from MS/MIS buildings
Several spent hot water heaters
Various air conditions window units
(2) Drill press
(3) Ban saws
(1) Metal press
Hustler
Assortment of chalkboards
Full pallets / line marking chalk
Reel mower

FURNITURE

Sundry chairs
Sundry desk and lamps
Sundry office chairs with and without wheels
Sundry tables and chairs, desks, tablets desks with plastic backs

FURNITURE CONTINUED

Sundry book cases
Sundry file drawers
Sundry cabinets
Sundry Cárdenas
Sundry office partitions
Sundry modular partitions and tables
Sundry modular cabinetry
Sundry stoves
One large industrial two door freezer
Various book cases
Various computer desks
A chair holder
Sundry mattresses
Sundry round tables
Sundry metal shelves

MUSICAL INSTRUMENTS

5-7 Pianos (Uprights)

PLUMBING SUPPLIES

Plastic pipe
Steel pipe
Cast iron
Restroom dispensers

ELECTRICAL MATERIALS AND SUPPLIES

Various Conduit and flex
Various Cables and conductors (wire)
Various Lighting fixtures
Sundry Uni-struct
Sundry miscellaneous connectors
Various Lamps
Various connectors, boxes and an assortment of supplies
Some ductwork
Sundry wire cable spools (wooden)

ELECTRICAL MOTORS

Various sizes of electrical motors
Sundry electrical panels and MCC – Motor Control Cabinets

BUILDING MATERIALS AND SUPPLIES

Various Metal door frames
Sundry wood lumber members of various lengths
Various window frames
Odd size wood members
Various metal plates
Various wood doors
Sundry metal doors
Sundry built in cabinets and counter tops of various sizes
Various glass windows and frames

ELECTRONICS

Various screen size televisions
Several pallets of computers (See detailed attached list)
Several pallets of monitors (See detailed attached list)
Various printers
Sundry projectors
Various oscilloscopes
Various VOM - Electronic Testers
Various frequency counters
Various telephone test and assembly instruments
Sundry power cords (AC)
Various miscellaneous connectors
Drafting tables and chairs

RECYCLE MATERIALS

Boxed card board
Loose Lumber
Loose Glass

Electronic monitors
 Fluorescent and mercury lamps
 Metals
 Plastics
 Aluminum

Computer Equipment Detail List

Inventory of the equipment that was picked up today from VocTech room 226A and 128 226A

Brand	Serial #	Compton Tag	Location
CPUS			
HPDC7100	2UB51700FN		VT226A
HPDC7100	2UB517009C		VT226A
HPDC7100	2UB51700BV		VT226A
HPDC7100	2UB51700MQ		VT226A
HPDC7100	2UB51700GT		VT226A
HPDC7100	2UB517009G		VT226A
HPDC7100	2UB517008K		VT226A
HPDC7100	2UB5170081		VT226A
HPDC7100	2UB5170086		VT226A
HPDC7100	2UB51700JR		VT226A
HPDC7100	2UB517009N		VT226A
HPDC7100	2UB51700QK		VT226A
HPDC7100	2UB51700GS		VT226A
HPDC7100	2UB5170087		VT226A
HPDC7100	2UB51700CF		VT226A
HP LCD 17 SCREENS			
HPL17	CNN5131KY7		VT226A
HPL17	CNN5131LS3		VT226A
HPL17	CNN5131LS2		VT226A
HPL17	CNN5131KY1		VT226A
HPL17	CNN5131LRZ		VT226A
HPL17	CNN5131LRL		VT226A
HPL17	CNN5131KY8		VT226A
HPL17	CNN5131LNJ		VT226A
HPL17	CNN5131LRX		VT226A
HPL17	CNN5131LRN		VT226A
HPL17	CNN5131LRD		VT226A
HPL17	CNN5131LRP		VT226A
HPL17	CNN5131LRM		VT226A
HPL17	CNN5131LRW		VT226A
HPL17	CNN5131LNH		VT226A
HPL17	CNN5131LK1		VT226A
HPL17	CNN5131KSS		VT226A
HPL17	CNN5131KTC		VT226A

HPL17	CNN5131LRY	VT226A
HPL17	CNN5131LSB	VT226A
HPL17	CNN5131KYO	VT226A

Brand	Serial #	Compton Tag	Location
CPUS			
HPDC7100	2UB51700LL		VOTECH 128
HPDC7100	2UB51700Q7		VOTECH 128
HPDC7100	2UB51700H6		VOTECH 128
HPDC7100	2UB51700KZ		VOTECH 128
HPDC7100	2UB51700C5		VOTECH 128
HPDC7100	2UB51700GJ		VOTECH 128
HPDC7100	2UB51700Q5		VOTECH 128
HPDC7100	2UB51700G7		VOTECH 128
HPDC7100	2UB51700MH		VOTECH 128
HPDC7100	2UB51700LZ		VOTECH 128
HPDC7100	2UB51700KX		VOTECH 128
HPDC7100	2UB51700LP		VOTECH
HPDC7100	2UB51700MX		VOTECH 128

LCD SCREENS

HPLP17	CNN5131L50		VOTECH 128
HPLP17	CNN5131L4T		VOTECH 128
HPLP17	CNN5131LZ8		VOTECH 128
HPLP17	CNN5131L4Z		VOTECH 128
HPLP17	CNN5131L4V		VOTECH 128
HPLP17	CNN5131L4X		VOTECH 128
HPLP17	CNN5131L4Y		VOTECH 128
HPLP17	CNN5131LK5		VOTECH 128
HPLP17	CNN5131LNB		VOTECH 128
HPLP17	CNN5131LN8		VOTECH 128
HPLP17	CNN5131KTZ		VOTECH 128
HPLP17	CNN5131LN9		VOTECH 128
HPLP17	CNN5131KTX		VOTECH 128

Brand	Serial #	Compton#	Came From	Date
Gateway CRT Monitor	17014D690424		Observatory-MS136	1/12/2012
Gateway CRT Monitor	17014D684808		Observatory-MS136	1/12/2012
Gateway CRT Monitor	17014D685959		Observatory-MS136	1/12/2012
Gateway CRT Monitor	17014E135996		Observatory-MS136	1/12/2012
Gateway CRT Monitor	17014E136161		Observatory-MS136	1/12/2012
Gateway CRT Monitor	17014E139868		Observatory-MS136	1/12/2012
Gateway CRT Monitor	17014E136153		Observatory-MS136	1/12/2012

Gateway CRT Monitor	17014D690419		Observatory-MS136	1/12/2012
Gateway CRT Monitor	17014E135991		Observatory-MS136	1/12/2012
Gateway CRT Monitor	17014E139874		Observatory-MS136	1/12/2012
Gateway CRT Monitor	17014D685659		Observatory-MS136	1/12/2012
Gateway CRT Monitor	17014D685658		Observatory-MS136	1/12/2012
Gateway CRT Monitor	HDE2K7108773		Observatory-MS136	1/12/2012
Gateway CRT Monitor	HDE2K7100183		Observatory-MS136	1/12/2012
Gateway CRT Monitor	HDE2K8100690		Observatory-MS136	1/12/2012
SIS CRT Monitor	F335GAKAC		Observatory-MS136	1/12/2012
Printer-Epson FX286	`06010628		Observatory-MS136	1/12/2012
Gateway E5400	`002064108	100898	Observatory-MS136	1/12/2012
Apple-Imac	An94277THCL		Observatory-MS136	1/12/2012
TV Set-Samsung	3CBF400995		Observatory-MS136	1/12/2012
Gateway E3400	`0020274685	100969	MS-130	1/12/2012
Gateway E3400	`0020742021	100905	MS-130	1/12/2012
Gateway E3400	`0020274660	100364	MS-130	1/12/2012
SIRS-CPU	FHKUGAKAC	14855	MS-130	1/12/2012
Printer-HPOffJet G55xi	SGF0CEG1W5		MS-130	1/12/2012
Printer-Xeros N3225	`006620		MS-130	1/12/2012
Typewriter-IBM			MS-130	1/12/2012
Copier-Canon NP2120	VJB02463	100955	MS-204	1/12/2012
Printer-Xerox N3225	`006619		MS-204	1/12/2012
Gateway CRT Monitor	HDE2K7110181		MS-204	1/12/2012
Printer-Epson Stylus	1S00139425		MS-204	1/12/2012
CPU-PowerPC	5G64725J99R		MS-204	1/12/2012

All items compiled for surplus were collected from Maintenance and Operations Barn, Yard, Recycle Yard, Allied Health Building and some campus buildings. The Manager of Maintenance and Operations met with Academic Deans on surplus items to ensure instructional programs would not be negatively affected. They all agreed to either secure and or relocate items needed for future programs.

Agenda for the Compton Community College District Board of Trustees
from
Facilities Planning and Development
Dr. Keith Curry, Interim CEO

3A. AGREEMENTS/CONTRACTS

AGREEMENT

**1. CONSULTANT:
SERVICES:**

HMC ARCHITECTS

To provide master architect services. Support the district in the preparation of the Five-Year Construction Plan. Develop initial project proposals and final project proposals, attend Chancellor's Office and DSA meetings as requested; coordinate the development of campus standards. Review architectural designs for conformance with the campus standards and design guidelines and for conformance with Chancellor's Office requirements. Provide support to the Citizen's Oversight Committee and provide other support services as needed the Compton Community College District/El Camino College Compton Center and prepare reports, drawings, plans, specifications and/or other documentation as appropriate

REQUESTING DEPT:

BOND MEASURE CC

FUNDING:

BOND FUND

DATES:

03/21/12 – 06/30/12

NTE:

\$75,000.00

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

3B. CHANGE ORDER REPORT FOR MEASURE CC. PROP 39 PROJECTS

1. Southland Industries - Change Order #3 MIS Project

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

In an effort to stay within budget and cover new required scope, the project team reduced the cabling scope that was approved in change order #2. New scope of work includes a revised cabling scope and PDU's (power distribution units) based on information from the computer/network consultant and cost to cover bonds. The result is a credit to the bond fund in the amount of \$10,909.

Previous cabling scope from Change order #2 removed	<\$70,028.00>
Revised cabling scope	\$30,327.00
Cost of additional bonds	\$ 9,913.00
Cost of PDU's	<u>\$18,879.00</u>
Grand total for change order #3 (credit)	<\$10,909.00>

<u>Contractor:</u>	<u>Amount:</u>
Southland Industries	\$ 500,000.00
Total Adjustment to Contract Price:	
Original Contract Sum:	\$ 500,000.00
Prior Adjustments:	\$1,216,959.00
Adjustment for this Change (Decrease):	<\$10,909.00>
Revised Contract Sum:	\$1,706,050.00

FUNDING

The adjustment is within the overall budget for the project. The source of funding for this service is Measure CC Bond funds.

RECOMMENDATION

It is recommended that the Special Trustee authorize approval of the Southland Industries Change Order #3.

RESOURCE PERSON

Reuben James, Director of Fiscal Affairs

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

4A. COLLECTIVE BARGAINING INITIAL PROPOSAL FOR 2011-2012 NEGOTIATIONS

It is recommended that the Special Trustee adopts the Compton Community College District Initial Collective Bargaining proposal for 2011-2012 negotiations with the Compton Community College Federation of Employees (“CCCFE”). The District proposes to maintain the provisions of the current faculty collective bargaining agreement except as modified below:

1. Article VI: Divisions and Division Chairs

- Examine division structure

2. Article X: Evaluation Procedures

- Modify evaluation procedure

3. Article XVIII: Compensation

- Discuss hourly and adjunct salary schedule

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

XVII. INFORMATION ITEMS

1. Office of the Interim CEO
 - A. Compton Community College District Line of Credit Expenditures
 - B. Facilities Memorandum of Understanding
 - C. Auxiliary Services Administrative Regulation
 - D. Board Presentations and Reports Schedule for 2011-2012
 - E. Special Trustee Advisory Committee Meeting Schedule
 - F. Special Trustee Advisory Committee January 31, 2012 Meeting Minutes
 - G. Redistricting Committee Action Plan
 - H. Redistricting Committee February 2, 2012 Meeting Minutes

2. Academic/Student Services
 - A. El Camino College Compton Center FTES
 - B. Success and Retention
 - C. Student Learning Outcomes

3. Administrative Services
 - A. 2011-2012 Budget Reduction
 - B. 2012-2013 Budget Planning Proposal
 - C. AB 2910 Quarterly Financial Status Report

4. Human Resources
 - A. Faculty Negotiations Proposal

1A. COMPTON COMMUNITY COLLEGE DISTRICT LINE OF CREDIT EXPENDITURES

It is recommended that the Special Trustee receive for information the Compton Community College District Line of Credit Expenditures

**COMPTON COMMUNITY COLLEGE DISTRICT
LINE OF CREDIT "DRAFT" ANALYSIS FROM FY 2006-2007 TO FY 2010-2011**

DESCRIPTION	2006-2007	2007-2008	2008-2009	2009-2010	2010-2011	Total
Drawdowns	7,896,800	5,000,000	5,000,000	-	-	17,896,800
Interest Earned	156,378	163,953	72,006	89,472	38,570	520,379
Total Drawdowns and Interest	8,053,178	5,163,953	5,072,006	89,472	38,570	18,417,179
Expenditures						
Instructional Supplies	-	-	24,946	-	-	24,946
Operating Expenses	-	624,106	1,012,644	1,035,315	737,514	3,409,579
U.S. Dept. of Education	-	-	-	911,690	-	911,690
Books and Supplies	-	-	-	-	(946)	(946)
Maintenance	-	1,884	115,448	-	-	117,332
ASB General Fund	-	-	63,949	-	-	63,949
Equipment Purchases	-	205,420	65,918	-	-	271,338
Total Expenditures	-	831,410	1,282,905	1,947,005	736,568	4,797,888
Excess of Revenue over Expenditures	8,053,178	4,332,543	3,789,101	(1,857,533)	(697,998)	13,619,291
Beginning Fund Balance	-	5,833,486	3,993,928	6,693,244	4,835,711	-
Beginning Fund Balance and Revenue over expenditures	8,053,178	10,166,029	7,783,029	4,835,711	4,137,713	13,619,291
Miscellaneous Adjustment	-	5,693	-	-	-	5,693
Less Transfers Out	(2,219,692)	(6,177,794)	(1,089,785)	-	(2,000,000)	(11,487,271)
Ending Fund Balance	5,833,486	3,993,928	6,693,244	4,835,711	2,137,713	2,137,713

interim Business Mgr

Source: Audited financials, Memos and Notes Obtained from CEO and the Business Office

1B. FACILITIES MEMORANDUM OF UNDERSTANDING (FIRST READING)

It is recommended that the Special Trustee receive for information the Facilities Memorandum of Understanding .

March 7, 2012

MEMORANDUM OF UNDERSTANDING

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

WHEREAS, the State of California has approved a Capital Outlay Plan for the year 2009-2010 to El Camino Community College District, El Camino College Compton Center for “Infrastructure Replacement Phase 1” in the amount of \$29,480,000 and for “Infrastructure Replacement Phase 2” in the amount of \$1,040,000;

WHEREAS, the State of California has approved a Capital Outlay Plan for the year 2010-2011 to El Camino Community College District, El Camino College Compton Center for “Infrastructure Replacement Phase 2” in the amount of \$16,208,000 and for “Math and Computer Science Remodel” in the amount of \$1,208,000;

WHEREAS, the State of California has approved a Capital Outlay Plan for the year 2010-2011 to El Camino Community College District, El Camino College Compton Center for “Allied Health Renovation” in the amount of \$8,946,000 (all approved Capital Outlay Plan projects cited in the above Recitals shall be individually referred to as “Project” and collectively referred to as “Projects”);

WHEREAS, since the State of California Department of Finance requires the Capital Outlay Plans approved for Compton to be in the name of El Camino for the Projects to be constructed on Compton’s campus, the Parties would like to set forth each Party’s rights and responsibilities for the Projects in this MOU;

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

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

WHEREAS, where El Camino is required to review or approve any items prepared or provided by Compton related to the Projects under this MOU, El Camino shall do so in a timely manner as to not delay progress or completion of the Projects, and any approvals shall not be unreasonably withheld, and,

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

NOW, THEREFORE, the Parties hereto agree as follows:

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

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

3. **Funding/ Financial Responsibilities.**

- A. Compton shall have responsibility for all local (Measure CC) financial commitments related to the Projects, including the payment of appropriate professional consultants or other third parties necessary to plan, design, construct and complete the Projects including, but not limited to, architects, engineers, program managers, construction managers, project managers, contractors, etc. (collectively, "Consultants"). Compton shall be responsible for making timely payments to maintain proper cash flow for projects. Compton shall provide timely payments to all vendors associated with these projects.
- C. The Parties shall cooperate and provide each other all necessary information and documents to properly and timely submit Capital Outlay Reimbursement Claims to the State of California related to the Projects. El Camino shall review and approve any such Claims prior to submittal to the State of California for reimbursement.
- D. El Camino shall take any action necessary to ensure timely disbursement of all eligible funds from the State of California related to the Projects (collectively, "State of California Funds") including, but not limited to, timely submitting expenditure reports and requests. Compton shall cooperate with El Camino to provide any documents, invoices, or information so that El Camino can timely submit expenditure reports and requests to the State of California.
- E. Upon El Camino's receipt of any and all funds from the State of California related to the Projects (collectively, "State of California Funds"), El Camino will forward all amounts to Compton in a timely manner. The Parties agree to provide each other a detailed accounting of all State of California Funds associated with the Projects and such accounting records shall be presented to the other Party on a monthly basis or other regular basis reasonably requested by the other Party.

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

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

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

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

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

6. **Project Accounting.** The Parties agree to cooperate and coordinate accounting formats and procedures for the Projects that are compatible and consistent with each Party's existing accounting requirements, as well as those of the Los Angeles County Office of Education.
7. **Schedules.** El Camino shall prepare a master schedule for all Projects, as well as individual schedules for each Project, for review and approval by Compton. El Camino shall update the master and Project schedules on a regular basis, or as necessary, and shall contain, to the extent possible, real-time information including: major Project milestones, schedule for design, construction and close-out of Projects. El Camino shall provide all scheduling updates to Compton in a timely manner.
8. **Monthly Reports.** El Camino shall prepare monthly status reports including updates and information as required in this MOU related to the budgets, costs, schedules and safety issues for the Projects. These reports shall be provided to Compton for review in a timely manner.
9. **Consultants and Contracts.** El Camino shall contract with appropriate professional Consultants necessary to plan, design, construct and complete the Projects. Both Compton and El Camino shall have joint authority to approve all Consultants under contract with El Camino College related to the Projects. . If the Parties cannot agree on the selection of a particular Consultant, the Chancellor of the California Community Colleges decision will govern.
10. **Bidding and Construction.** El Camino shall prepare bid documents for construction of the Projects. If Compton elects to prequalify any Consultants related to the Projects, El Camino shall approve such process for prequalification.
11. **Documents.** Compton shall be provided clearance and access to review all relevant Project documents, except to the extent any such information or documents are protected by any applicable privileges or not subject to disclosure under applicable laws. If there are any documents that are only available as a hard copy or not available in an electronic format, El Camino will provide hard copies of such documents to Compton and Compton will provide hard copies of such documents to El Camino.
12. **Insurance.** Until completion of all Projects, El Camino and Compton shall either be self-insured or maintain workers' compensation and comprehensive liability insurance providing coverage for public liability, automobile liability, bodily injury and property damage. El Camino shall require all Consultants performing work or providing services for the Projects to be properly insured and obtain the required bonds. All Consultant contracts entered into by El Camino for the Projects shall include a requirement that Compton be named as an additional insured on all policies and that any indemnity/hold harmless provisions include El Camino as an express named indemnitee.
13. **Indemnity.**
 - A. El Camino shall, to the extent permitted by law, indemnify, defend, and hold harmless Compton, its officers, agents and employees, from all actions, claims or liabilities for any injury, death, damage, or loss to person or property, that arise in any manner from the acts or omissions of El Camino, its officers, agents and employees in the performance of this MOU, including, but not limited to, all actions, claims or liabilities arising or connected in any way with El Camino's actions taken pursuant to this MOU.

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

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

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

15. **Entire Agreement.** This MOU contains the entire agreement between the Parties with respect to the matters covered hereby, and supersedes all prior agreements, written or oral, between the Parties. No other agreement, , or promise made by any Party not contained herein shall be binding or valid. This MOU shall be construed as one document and all of the agreements herein are in exchange for and in consideration of the commitments of each and all of the Parties herein as set out above. This MOU may be amended only by a writing signed by the Parties.

16. **Enforceability.** Should any provision of this MOU be declared or determined by any court of competent jurisdiction to be illegal, invalid, or unenforceable, the legality, validity, and enforceability of the remaining parts, terms, or provisions shall not be affected thereby and said illegal, unenforceable, or invalid part, term, or provision shall be deemed not to be part of this MOU. This MOU shall be construed, determined and enforced in accordance with the laws of the State of California of California with venue in Los Angeles County, California.

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

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

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

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

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

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

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

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

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

Compton Community College District:

By: _____
Thomas E. Henry Special Trustee

EI Camino Community College District:

By: _____
Thomas M. Fallo Superintendent/President

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

Jack Scott
Chancellor, California Community Colleges

1C. AUXILLIARY SERVICES ADMINISTRATIVE REGULTION



COMPTON COMMUNITY COLLEGE DISTRICT ADMINISTRATIVE REGULATIONS

AR 3601 Auxiliary Organization Protocols

ISSUED: March 16, 2010

REVISED: MARCH 20, 2012

References:

Education Code Sections 72670 et seq.; Government Code Sections 12580 et seq.;
Title 5 Sections 59250 et seq.

I. Definitions

- A. **Board of Directors.** The term board of directors as used herein means the governing board of an auxiliary organization.
- B. **Board of Trustees.** The term Board of Trustees as used herein means the Board of Trustees of the District.
- C. **Board of Governors.** The term Board of Governors as used herein means the Board of Governors of the California Community Colleges.
- D. **CEO.** The term CEO as used herein means the Chief Executive Officer of the Compton Community College District or designee.
- E. **District.** The term District as used herein means the Compton Community College District.
- F. **Associated Student Body.** The terms Associated Student Body, Associated Student Organization, Student Association, Student Organization, or ASB as used herein means an organization formed by any group of students of the District in accordance with the provisions of Education Code Section 76060. All clubs and organizations recognized by an Associated Student Body or Organization shall be included in any auxiliary organization established by the Student Body or Organization.

II. Recognition and Establishment of Auxiliary Organizations

- A. The CEO shall submit a recommendation to the Board of Trustees to establish an auxiliary organization when the organization will serve the District. The recommendation includes, but is not limited to, the following:
 - 1. The purpose(s) for which the auxiliary organization is to be established;
 - 2. Whether the proposed auxiliary organization will primarily serve the District or a particular District;
 - 3. The functions which the auxiliary organization is intended to perform;

4. The proposed bylaws and articles of incorporation for the auxiliary organization, including the size and composition of the board of directors; and
5. The proposed written agreement between the auxiliary organization and the District, as required in Title 5 Section 59259.

B. The process of recognition shall be as follows:

1. When the CEO receives a request to establish an auxiliary organization, the CEO shall submit a recommendation concerning the establishment of said organization to the Board of Trustees within three months.
2. The Board of Trustees shall hold a public hearing on each recommendation concerning the establishment of an auxiliary organization.
3. At a subsequent scheduled meeting after the public hearing, the board shall announce its decision concerning the establishment of the organization, and, if approved, authorize the functions it may perform, identify the number and category or categories of the board of directors and approve contractual arrangements.
4. At such time as the District recognizes an auxiliary organization, it shall submit to the state Chancellor's Office any written agreements with the auxiliary organization, as well as the articles of incorporation, bylaws, or other governing instruments.

III. Recognized Services, Programs and Functions

A. Auxiliary organizations may be recognized and established by the Board of Trustees to perform the following services, programs and functions:

1. Student association or organization activities;
2. Bookstores;
3. Food, vending and campus services;
4. Student union programs;
5. Facilities and equipment, including parking;
6. Loans, scholarships, grants-in-aid;
7. Workshops, conferences, institutes and federal and specially funded projects;
8. Alumni activities;
9. Supplementary health services;
10. Gifts, bequests, devises, endowments and trusts;
11. Public relations programs.

- B. No auxiliary organization shall be authorized by the Board of Trustees to engage in any other function unless the Board of Governors amends Section 59259 of Title 5 by adding said function to the list of approved functions of auxiliary organizations. This section shall not be construed to prohibit an auxiliary organization from taking actions essential to satisfy the non-profit corporation or tax laws of the State of California or the Federal tax laws.
- C. Operations of commercial services on a campus shall be self supporting when operated by an auxiliary organization.

IV. Authority and Responsibility of Auxiliary Organizations

- A. Participation in workshops, conferences, or institutes offered by auxiliary organizations shall not be included in reports to the state for the purpose of receiving apportionment funding.
- B. All services, programs and activities that may be undertaken by an auxiliary organization shall be maintained for the general benefit of the educational program of the District. Upon Board of Trustees approval, an auxiliary organization may assume any of the services, programs and activities listed in these procedures in order:
 - 1. To provide the fiscal means and the management procedures that allow the District to carry on educationally related activities not normally funded by State apportionment;
 - 2. To eliminate the undue difficulty that would otherwise arise under the usual governmental budgetary, purchasing and other fiscal controls except as expressly prohibited by the Education Code or Title 5, or the District's procedures;
 - 3. To provide fiscal procedures and management systems that allow effective coordination of the auxiliary activities with the District in accordance with sound business practices.

V. Composition of Boards of Directors

- A. The board of directors of each auxiliary organization shall have the following composition:
 - 1. Student Associations or Organizations. The board of directors shall consist primarily of students. The Associated Student Body Advisor may attend and participate in meetings of the board of directors in order to advise on policy and to provide for the control and regulation required by Education Code Section 76060.
 - 2. Other Auxiliary Organizations. Any other District approved auxiliary organization that is established pursuant to Section 72670 et seq. of the Education Code shall have a board of directors appointed in accordance with the organization's articles of incorporation or bylaws and consisting of voting membership from one or more of the following categories: administration, staff; members of the community; students.
- B. The size of the board of directors of an auxiliary organization shall be at least large enough to accommodate the one or more categories from which board members are selected.
- C. The board of directors shall have the advice and counsel of at least one attorney admitted to practice in California and at least one certified public accountant. Upon being notified of the

certified public accountant selected by an auxiliary organization, the district shall forward the applicable auditing and reporting procedures to the selected certified public accountant.

VI. Conduct of Boards of Directors

- A. No member of the board of directors of an auxiliary organization shall be financially interested in any contract or other transaction entered into by the board of which he/she is a member. Any contract or transaction entered into in violation of this section is void.
- B. No contract or other transaction entered into by the board of directors of an auxiliary organization is void under the provisions of Education Code Section 72677; nor shall any member of such board be disqualified or deemed guilty of misconduct in office under such provisions, if pursuant to Education Code Section 72678 both of the following conditions are met:
 - 1. The fact of such financial interest is disclosed or known to the board of directors and noted in the minutes, and the board thereafter authorizes, approves, or ratifies the contract or transaction in good faith by a vote sufficient for the purpose without counting the vote or votes of such financially interested member or members.
 - 2. The contract or transaction is just and reasonable as to the auxiliary organization at the time it is authorized or approved.
- C. The provisions of Education Code Section 72678 above shall not be applicable if any of the following conditions are met:
 - 1. The contract or transaction is between an auxiliary organization and a member of the board of directors of that auxiliary organization.
 - 2. The contract or transaction is between an auxiliary organization and a partnership or unincorporated association of which any member of the governing board of that auxiliary organization is a partner or in which he or she is the owner or holder, directly or indirectly, of a proprietorship interest.
 - 3. The contract or transaction is between an auxiliary organization and a corporation in which any member of the board of directors of that auxiliary organization is the owner or holder, directly or indirectly, of five percent or more of the outstanding common stock.
 - 4. A member of the board of directors of an auxiliary organization is interested in a contract or transaction within the meaning of Education Code Section 72677 and without first disclosing such interest to the governing board at a public meeting of the board, influences or attempts to influence another member or members of the board to enter into the contract or transaction.
- D. It is unlawful for any person to utilize any information, not a matter of public record, which is received by the person by reason of his/her membership on the board of directors of an auxiliary organization, for personal pecuniary gain, regardless of whether he or she is or is not a member of the board at the time such gain is realized.

VII. Bylaws

- A. The number of members of the board of directors, the categories from which members shall be selected and the method by which they shall be selected.
- B. The size of the board of directors.
- C. That at least one public business meeting will be held each quarter.
- D. The time table for the preparation and adoption of its program and annual budget and the submission of both for review to the CEO.
- E. That an attorney admitted to practice in this state and a licensed certified public accountant shall be selected to provide advice and counsel to the board of directors. Each shall have experience appropriate to the responsibility and shall have no financial interest in any contract or other transaction entered into by the board which he/she serves. Neither the attorney nor the certified public accountant needs to be a member of the board of directors.
- F. The procedures for approving expenditures.
- G. The procedures for accepting gifts, donations, bequests, trusts and specially funded grants and other income.

VIII. Master Agreement between the District and Auxiliary Organizations

- A. In the recognition and establishment of an auxiliary organization, there shall be a written agreement between the District and the auxiliary organization which sets forth the purposes of the auxiliary organization as permitted under this Regulation, and Title 5 Section 59259.
- B. Should an auxiliary organization provide more than one service, program or function, such service, program or function may be authorized in one of more written contracts with the District. Such services, programs and functions thereby performed by an auxiliary organization may also be part of a joint powers agreement in accordance with Education Code Section 72671 and Government Code Sections 6500 *et seq.*
- C. An auxiliary organization shall provide only those services, programs or functions authorized by a written agreement. No other service, program or function shall be permitted or performed unless a written agreement between the District and the auxiliary organization is amended to provide otherwise.
- D. The agreement shall include, but is not limited to, the following provisions:
 - 1. The services, programs, or functions the auxiliary organization is to manage, operate or administer.
 - 2. A statement of the reasons for administration of the functions by the auxiliary organization instead of by the District under usual District procedures.
 - 3. The areas of authority and responsibility of the auxiliary organization and the District or College.

4. The facilities and services to be made available by the District to permit the auxiliary organization to perform the services, programs or functions specified in the written agreement.
5. The charge or rental to be paid to the District by the auxiliary organization for the facilities used or services provided in connection with the performance of its function. The charge or rental specified shall be identified in sufficient time before it is incurred so that the organization may determine to what extent it is liable.
6. Full reimbursement to the District for services performed by the District or by District employees in support of the auxiliary organization. No more than 50% of the reimbursement may be made in the form of non-monetary benefits that the auxiliary organization provides to the District, such as increased community awareness or other such benefits that are agreed upon by authorized District officials and the auxiliary organization. The District shall assign a good-faith reimbursement value to such non-monetary benefits. Student body auxiliary organizations may be exempt from reimbursing all or any portion of the costs for such services. Methods of proration where services are performed by District employees for the organization shall be as mutually determined.
7. A mutually agreed upon method of determining in advance to what extent the organization shall be liable for indirect costs relating to specially funded programs (including federally sponsored programs).
8. The responsibility for maintenance and payment of operating expenses.
9. Proposed expenditures for public relations or other purposes which would serve to augment District appropriations for operation of the District. With respect to these expenditures, the auxiliary organization may expend funds in such amount and for such purposes as are approved by the board of directors of the auxiliary organization. The board of directors shall file with the CEO a statement of such policy on accumulation and use of public relations funds. The statement shall include the policy and procedure on solicitation of funds, source of funds, amounts, and purpose for which the funds will be used, allowable expenditures, and procedures of control.
10. The disposition to be made of net earnings derived from the operation of the auxiliary organization, including earnings derived from facilities owned or leased by the auxiliary organization, and provisions for reserves.
11. The disposition to be made of net assets and liabilities on dissolution of the auxiliary organization or cessation of the operations under the agreement.
12. The covenant of the auxiliary organization to maintain its organization and to operate in accordance with Sections 72670 through 72682 of the Education Code and with the regulations contained in Title 5, Sections 59250 *et seq.*, as well as District Board Policy.
13. The understanding that the auxiliary organization shall obtain the services and counsel of an attorney admitted to practice in the State of California whenever the need arises.
14. The understanding that the auxiliary organization shall not enter into any contract or other business arrangement involving real property either by lease involving payments of more

15. than \$25,000 per annum and duration terms of more than one year, or by purchase without prior notification and consultation with the CEO.

IX. Personnel

- A. Each auxiliary organization shall develop general regulations to govern its operations, including policies and regulations concerning the salaries, working conditions and benefits of its employees.
- B. The aforesaid regulations shall not conflict with the implementing policies adopted by the Board of Trustees or with these procedures.
- C. Except as otherwise provided in any board rules, the board of directors of each auxiliary organization shall, pursuant to Education Code Section 72672, provide salaries, working conditions and benefits for its full-time employees that are comparable to those provided District employees performing substantially similar services. For those full-time employees who perform services that are not substantially similar to the services performed by District employees, the salaries established shall be comparable to the salaries prevailing in other educational institutions in the area or commercial operations of like nature in the area.
- D. Regular District employees may be employed by the auxiliary organization. District employees must resign or request a personal leave of absence from the District in order to accept employment with the auxiliary organization. District officers and employees who are required by the district's Conflict of Interest Disclosure Regulation (AR 2711) to file disclosure of financial information are responsible to determine whether or not they are eligible to accept employment with the auxiliary organization immediately upon resignation from the district.
- E. Educational Administrators or other Management Employees may be granted a personal leave of absence for two semesters, which may be extended to a maximum of ten consecutive semesters.
- F. Classified management employees may be granted a personal leave of absence for up to one year. This leave may not be extended beyond one year without the employee first having returned to active duty.
- G. Academic (faculty) employees may be granted personal leave of absence for two semesters. The leave may be extended for not more than six consecutive semesters.
- H. Classified employees may be granted a personal leave of absence for up to one year. This leave may not be extended beyond one year without the employee first having returned to active duty.
- I. The board of directors of each auxiliary organization may provide retirement benefits different from those provided comparable District employees and may withhold retirement benefits or permanent status benefits or both from temporary employees. For the purposes of this Procedure, a temporary employee is:
 1. An employee employed for a specific research project, workshop, institute or other special project funded by any grant, contract or gift; or

2. An employee whose contract of employment is for a fixed term not exceeding three years.
 3. The board of directors of each auxiliary organization may withhold permanent status benefits from executive employees. For the purposes of this procedure, an executive employee is any management employee with responsibility for the development and execution of the auxiliary organization's policies and includes, but is not limited to, general managers, managers, directors and the like, as determined by the board of directors of each auxiliary organization.
- J. Should retirement benefits be provided, they may but need not be provided by the Public Employees' Retirement System. Any newly created auxiliary organization is exempted from the requirement of providing retirement benefits for a period not to exceed three years from the date on which the Board of Trustees recognizes the establishment of such auxiliary organization.
 - K. An auxiliary organization may contract with the District for the services of a District employee and reimburse the District for that portion of the employee's full-time assignment (and corresponding benefits) that is spent in providing said services.

X. Accounting and Reporting for Auxiliary Organizations

- A. The fiscal year of the auxiliary organization shall coincide with that of the District.
- B. Each auxiliary organization shall develop an accounting system that is in accordance with generally accepted accounting principles.
- C. The auxiliary organization shall implement financial practices that will assure its fiscal viability. Such standards shall include professional management, adequate working capital, adequate reserve funds for current operations, capital replacements, contingencies and adequate provisions for new business requirements.
- D. Each auxiliary organization serving the District shall submit its programs and budgets for review at a time and in a manner specified by the CEO.
- E. Funds derived from indirect cost payments shall only be appropriated with the specific approval of the CEO. All uses of such funds shall be regularly reported to the district governing board.
- F. Should the CEO determine that any program or appropriation planned by an auxiliary organization is not consistent with District policy, the program or appropriation shall not be implemented. Further, should a program or appropriation which has received approval, upon review, be determined by the CEO to be operating outside the acceptable policy of the Board of Governors or the District, then that program or appropriation shall be discontinued by direction of the CEO until further review is accomplished and an appropriate adjustment is made.

XI. Records and Annual Report of Auxiliary Organizations

- A. Personnel and payroll records shall be maintained as permanent records by each auxiliary organization.

- B. Adequate records of all other transactions of an auxiliary organization shall be maintained for a minimum of five years. Transactions of the organization include, but are not limited to, purchases, disbursements, and investments.
- C. An annual report shall be submitted to the Board of directors of the auxiliary organization and to the CEO by September 15. The report shall include, but is not limited to:
 - 1. All financial statements required to be filed with the state Chancellor's Office.
 - 2. A comparison of budgeted and actual expenditures.
 - 3. A description of major accomplishments of the organization.
 - 4. A description of improvements proposed for operation of the organization.

XII. Annual Audit

- A. Each auxiliary organization shall have an annual fiscal audit of any and all funds. The audit shall be performed by a certified public accountant in accordance with procedures prescribed by the Chancellor. Copies of the annual audit report shall be submitted to the Board of Trustees and to the state Chancellor's Office within 30 days after it is received by the auxiliary organization. Thereafter, it shall be a public record, except as otherwise provided by law. Such audits may be conducted as part of a fiscal audit of the District itself.
- B. Auxiliary organizations shall annually publish an audited statement of their financial condition, which shall be disseminated as widely as feasible and be available to any person on request. A reasonable fee may be charged to cover the costs of providing a copy. An auxiliary organization shall comply with this requirement by:
 - 1. Publishing the audited financial statement in a campus newspaper;
 - 2. Publishing a notice in a campus newspaper indicating the on-campus location where copies of the financial statement may be obtained or reviewed;
 - 3. Publishing or noticing the audited statement in a campus bulletin or other appropriate medium if a campus newspaper is unavailable.

XIII. Insurance

- A. An auxiliary organization shall secure and maintain insurance adequate to protect its operations from catastrophic losses and as required by law, including but not limited to, the following:
 - 1. Comprehensive liability;
 - 2. Property and extended coverage, when applicable; All risks, money and securities; fidelity and performance bonds covering its chief fiscal officer; automotive liability when applicable;
 - 3. Workers' compensation.

- B. In any insurance policy secured by the auxiliary organization, the District shall be named as additional insured.
- C. A copy of each policy or endorsement or insurance certificates setting forth the coverage and limits shall be provided to the District within 30 days from the receipt of the document.
- D. In obtaining the insurance coverage, the auxiliary organization may secure the insurance directly through its own broker or through the District.

XIV. Auxiliary Organizations: Use of Facilities

Facilities may be made available by the District to an auxiliary organization to perform the functions specified in these regulations or in an agreement, under the following circumstances:

- A. The auxiliary organization may occupy, operate and use such District facilities as are mutually identified as appropriate for the functions and/or activities that have been undertaken by the auxiliary organization.
- B. The auxiliary organization shall pay to the District a charge or rental for the District facilities to be used by it in connection with the performance of its function or functions.
- C. The charge or rental to be paid by the auxiliary organization shall not require involved methods of computation, and shall be identified by the District and the auxiliary organization in sufficient time before it is incurred so that the auxiliary organization may determine to what extent it shall be liable.
- D. The charge or rental to be incurred by an auxiliary organization for use of District facilities in excess of five days shall be incorporated into the agreement between the parties.
- E. An auxiliary organization shall provide full reimbursement to the District for any services performed by District employees under the direction of the auxiliary organization. Methods of proration where services are performed by District employees for the auxiliary organization shall be simple and equitable.

XV. List of Auxiliary Organizations in Good Standing

- A. Each year, the CEO shall provide to the Board of Trustees a list of all auxiliary organizations in good standing. All auxiliary organizations which, after periodic review in the manner specified hereinafter in these regulations, are found to be in compliance with applicable laws, policies and regulations shall be included in the list.
- B. When the CEO has reason to believe that a particular organization should be removed from the list of auxiliary organizations in good standing, a conference shall be held to determine whether such grounds for removal do in fact exist. The board of directors of such organization shall be entitled to participate in this conference, and shall have a minimum of one month notice to prepare response to the issues which have been raised.
- C. Based upon such conference, the CEO shall decide whether the particular organization shall be removed from the list of auxiliary organizations in good standing.

- D. An organization so removed shall not be permitted to do any of the following:
1. Use the name of the District;
 2. Have as a director any official in the District acting in his/her official capacity;
 3. Operate a commercial service for the benefit of the District or any of its Colleges;
 4. Receive gifts, property or funds to be used for the benefit of the District or any of its Colleges.
- E. If the auxiliary organization is dissolved or ceases operations upon removal from the list of organizations in good standing, its net assets and liabilities shall be distributed according to the terms of the written agreement between the organization and the District.

XVI. Limitation on Transfer of Funds to Auxiliary Organizations

No funds or resources, other than funds or resources derived from gifts or bequests, shall be transferred by the District to any of its auxiliary organizations for the purpose of either avoiding laws or regulations which constrain community college districts or providing the District with an unfair advantage with respect to the application of any state funding mechanism. Such state funding mechanisms include, but are not limited to, general apportionment funding, capital outlay funding, Extended Opportunity Programs and Services funding, and funding for programs and services for disabled students.

XVII. Compliance Review by CEO

- A. All auxiliary organization procedures and practices shall be reviewed to determine compliance with Education Code Sections 72670 *et seq.*, and the policies, rules and regulations of the Board of Governors, and of the District. The CEO shall designate the individual to conduct this review, which shall be conducted at the end of the first complete fiscal year after its establishment and at least once every three years thereafter.
- B. When the CEO's designee determines, after inspection and review, that certain auxiliary organization procedures and practices are not in compliance with policies, rules and regulations of the Board of Governors and the District, a recommendation concerning the items of noncompliance shall be communicated in writing to the CEO and to the board of directors of the auxiliary organization. The board of directors shall reply in writing within one month, either describing the actions which will be taken, including time table, to bring said procedures and practices into compliance; or describing the reasons why the board considers the procedures already to be in compliance.
- C. If the CEO's designee considers the proposed corrective actions to be acceptable, the auxiliary organization shall be so informed. A second compliance review shall be held at the end of the time agreed to and the results communicated in writing to the CEO and to the board of directors.

- D. When the auxiliary organization fails to provide an acceptable proposal for corrective actions or fails to implement successful corrective actions within the agreed upon time, the CEO shall inform the board of directors of such further action as he/she considers appropriate, which may include a recommendation to the Board of Trustees for termination of the contract.

XVIII. Revision of Rules and Procedures and Reports to the CCC System Office

- A. Rules and procedures for the administration of auxiliary organizations may be revised as necessary by the CEO or designee. The board of directors of each auxiliary organization in good standing shall be promptly notified in writing of such revisions and be informed of the date by which any changes in the organization's procedures must be accomplished.
- B. Any such revisions shall be submitted to the state System Office for approval.
- C. The District shall report, as may be required from time to time, on the operation of its auxiliary organizations.

XIX. Disposition of Bookstore, Food Services, and Campus Vending Services Funds

To the extent that the bookstore, food services, and campus vending services generate a net profit, after deducting district expenses for maintenance and utilities, the funds may be deposited in the following auxiliary organization accounts: 50% of the net funds may be deposited in the Associated Student Body for Compton Community College District accounts; 25% of the net funds may be deposited in the Auxiliary Services fund to support student programs as designated by the Auxiliary Services committee and approved by the CEO; and the remaining 25% of the net funds may be deposited in the Foundation for the Compton Community College District accounts to be used for student scholarships (see AR 3602 Student Scholarships), the Academic Awards Tea and graduation related expenses.

Reference:

Board of Trustees Policy: BP 3600 Auxiliary Organizations

1D. BOARD OF TRUSTEES PRESENTATIONS AND REPORTS SCHEDULE FOR 2011-2012 (REVISED) - INFORMATIONAL ITEM

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

Rev. March 14, 2012

**1E. SPECIAL TRUSTEE ADVISORY COMMITTEE MEETING SCHEDULE -
INFORMATIONAL ITEM**

Special Trustees Advisory Committee Meeting Dates 2012

Tuesday, April 24, 2012

Tuesday, June 12, 2012

Tuesday, August 28, 2012

Tuesday, October 30, 2012

Tuesday, December 18, 2012

Advisory Committee Meetings will be held at 6:30 p.m. in the District Board Room.

1F. SPECIAL TRUSTEE ADVISORY COMMITTEE JANUARY 31, 2012 MEETING MINUTES - INFORMATIONAL ITEM

**SPECIAL TRUSTEE'S ADVISORY COMMITTEE
Tuesday, January 31, 2012
MEETING MINUTES**

- I. The Special Trustee's Advisory Committee Meeting was called to order at 7:30 p.m.
- II. Roll Call – Members Present
Domitila Aguilar
Amelia Apple
Oscar Edwards
Anirah Hendrickson
Marie Hollis
Lestean Johnson
Cynthia Macon
Wilma Wilson
Keith Curry, Interim CEO
Thomas Henry, Interim Special Trustee
- III. Each member introduced themselves, gave a brief bio, and reasons for serving on the committee.
- IV. Assembly Bill 318 was reviewed and discussed in relation to the formation of the Special Trustee's Advisory Committee.
- V. An overview of the partnership with El Camino College District was presented.
- VI. Advisory Committee Member Term Limits - Half of the committee will serve for one year; half of the committee will serve for two years. (Selected by random drawing)
Members may be reappointed to serve additional terms by the Special Trustee.
- | | |
|--|--|
| <u>One year:</u>
Amelia Apple
Lestean Johnson
Cynthia Macon
Wilma Wilson | <u>Two years:</u>
Domitila Aguilar
Oscar Edwards
Anirah Hendrickson
Marie Hollis |
|--|--|
- VII. Election of Officers
Chair:
Wilma Wilson
Vice Chair:
Dr. Lestean Johnson
- VIII. The next Advisory Committee meeting was scheduled for Wednesday, February 28, 2012 at 6:30 p.m.
- IX. Dr. Curry announced that at the March 20, 2012 Board of Trustees meeting the 2012-2013 Budget Assumptions would be presented and the members of the Bond Measure CC Oversight Committee would be presented for approval.

X. Comments:

1. Lorraine Cervantes – Elected Board of Trustees member
2. Nehasi Lee – Student
3. Camille Johnson – Former student

XI. Future Agenda Items:

Speakers – Dr. Dymally; Dr. Scott, Barbara Beno, Dr. Fallo
Closure Report

XII. Adjourned – 10:00 p.m.

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

1G. REDISTRICTING COMMITTEE ACTION PLAN – INFORMATION ITEM

It is recommended that the Special Trustee receive for information the Redistricting Action Plan.

REDISTRICTING ACTION PLAN

September 2011

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

October 2011

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

November 2011

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

December 2011

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

January 2012

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

February 2012

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

March 2012

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

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

April 2012

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

May 2012

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

July 2012

1. Receive approval from Board of Governors.

September 2012

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

November 2013

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

**1H. REDISTRICTING COMMITTEE FEBRUARY 2, 2012 MEETING MINUTES -
INFORMATIONAL ITEM**

**REDISTRICTING COMMITTEE
Thursday, February 2, 2012
MEETING MINUTES**

- I. The Redistricting Committee Meeting was called to order at 11:10 a.m.
- II. Roll Call – Members Present
 - Mary Louise Godoy
 - Mark Guillen
 - Martina Rodriguez
 - Olivia Verrett
 - Absent: LeGrand Clegg
- III. Handouts – the following handouts were distributed and briefly discussed
 - California Voter Rights Act
 - Redistricting Action Plan
 - Brown Act
 - Robert’s Rules of Order
 - AB 684
 - L.A. Wave Article: Landeros vs. Compton Community College District
- IV. Overview of the Redistricting Process
- V. Review of the four proposed maps and the Redistricting Process - Kimi Shigitani, Vice President, Associations Operations of CCLC
- VI. Committee members introduced themselves and gave a brief overview of their community work and their interest in participating in the Redistricting process
- VII. Nominations for Chair and Vice Chair
 - Ms. Godoy nominated Mr. Guillen for Chair
 - Seconded by Ms. Rodriguez
 - Motion carried

 - Ms. Verrett nominated for Vice Chair
 - Seconded by Ms. Godoy
 - Motion carried
- VIII. Develop an outreach/information plan. Dr. Curry stated that one of the goals of the District is to ensure that our residents are informed about the redistricting process and have an opportunity to review the maps and provide input to the redistricting committee. We have done press releases and will send out further press releases as it relates to the March public hearing. Dr. Curry will attend school board and city council meetings to promote the public hearing scheduled for March 21, 2012. Committee members are encouraged to attend these meetings with him.

Ann Garten, Public Relations Director stated that in addition to press releases, postcards have been sent to residents of our service areas, email sent to the media, local school districts, chambers of commerce, parent groups, and information and maps are posted on our district website, Twitter and Facebook.

Members discussed ideas for making presentations and groups to target in order to get more interest and participation. Dr. Curry reiterated that: 1) a flyer will be developed with pertinent information on the redistricting public hearing that can be distributed to community organizations, school board meetings, and city council meetings; 2) we will provide talking points to each of the committee members so everyone's message is consistent as it relates to the redistricting process and to the public hearing dates and times; 3) the maps and website will be included on the flyer and the website will allow comments and suggestions to be made on-line; 4) Twitter, Facebook, and the website will continue to contain redistricting information; 5) we will schedule time to make presentations at city council meetings, school board meetings, and parent groups to talk about redistricting; 6) if any committee members have suggestions for other groups or organizations, please contact the CEO's Office.

Ms. Verrett motioned that these actions be taken
Seconded by Ms. Godoy
Motion carried

IX. Schedule date for the next Redistricting Public Hearing

Ms. Verrett motioned that the next Redistricting Public Hearing be held on March 21, 2012
Seconded by Ms. Godoy
Motion carried

X. Schedule spring 2012 meeting dates

Olivia Verrett moved February 23, 2012; March 22, 2012; and April 5, 2012 at 9:30 a.m. as future meeting dates
Seconded by Ms. Rodriguez
Motion carried

A Public Hearing will be held at the May 15, 2012 Board of Trustees' Meeting
Any suggestions or additional contacts may be submitted to Paula VanBrown in the CEO's Office

XI. Adjournment

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

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

2A. EL CAMINO COLLEGE COMPTON CENTER FTES

El Camino College Compton Center FTES Goal and Actual 2011-2012		Total FTES Goal	Total FTES Revised Actual March 2012
Fiscal Year 2006-2007		Goal	Actual
Summer 06		343	348
Fall 06-Spring 07		2,346	2,347
Total		2,689	2,695
2007-2008		Goal	Actual
Summer 07		412	422
Fall 07 - Spring 08	(includes 20% inc over 06/07)	2,807	2,925
Total		3,219	3,347
2008-2009		Goal	Actual
Summer 08		479	624
Fall 08 - Spring 09	(includes 18% inc over 07/08)	3,521	3,924
Summer 09 (Shifted to 08/09)		0	452
Total		4,000	5,000
2009-2010		Goal	Actual
Summer 09		310	243
Fall 09 - Spring 10		5,290	5,060
Summer 10 (Shifted to 09/10)		0	0
Total		5,600	5,303
2010-2011		Goal	Actual
Summer 10		900	941
Fall 10 - Spring 11		5,500	5,685
Total		6,400	6,626
2011-2012		Goal	Projection
Summer 11		1,035	1,026
Fall 11 - Spring 12		4,965	5,391
Total		6,000	6,416

Fall - Spring FTES numbers include the Winter Intersession.

2B. EL CAMINO COLLEGE COMPTON CENTER SUCCESS AND RETENTION – INFORMATION

It is recommended that the Board receive for information the following report on Success and Retention rates at the Compton Center.

The success and retention rates for the Center are published at the end of each term. The public and students are able to access this information by visiting the Institutional Research website at www.elcamino.edu. The information is reported at three levels: division, department and course. The division structure used varies slightly from the Center structure.

The most recent data that is available is for fall 2011:

<i>Division</i>	<i>Total Grades</i>	<i>% Campus Total</i>	<i>Success Rate</i>	<i>Retention Rate</i>
Behavioral & Social Science	5018	26.5	59.7	77.9
Business	1279	6.7	55.6	65.1
Fine Arts	1891	10.0	57.2	72.4
Health Sciences & Athletics	2134	11.3	66.4	76.3
Humanities	3406	18.0	57.5	76.2
Industry & Technology	1178	6.2	59.3	79.8
Mathematics	2526	13.3	48.2	70.2
Natural Sciences	1519	8.0	61.4	75.8
Total	18,951	100.0	58.1	74.9

While the state average is not available for fall 2011, in fall 2010 the statewide success rate was 68.33% while Compton’s was 59.98% and the statewide retention rate was 84.68% while Compton’s was 75.46%. The Student Success committee is working on strategies to improve these numbers. To assist in this endeavor, we are recruiting for two key faculty positions, a full-time instructional specialist and a counselor with responsibilities for the First Year Experience.

We have evidence that the First Year Experience model improves student success and retention. In order to expand this program, it is necessary that more time is devoted to the development of the program, training of instructors and recruitment of students. Through the combined efforts of the new counselor and the Director of Outreach & School Relations, we should see some improvement in the numbers.

The Instructional Specialist will work in the Learning Resource Center and organize the functions to work in concert with the instructional programs and support services. This individual will take the lead on developing instructional intervention strategies for the retention of the underprepared and at-risk students as well as strategies for enhancing student learning at all levels. The specialist will work with faculty to help them design instructional materials and activities.

The following grid aligns the divisions and their respective CEC departments.

<i>Division</i>	<i>Departments</i>
Behavioral & Social Sciences	Anthropology, Child Development, Economics, Education, Ethnic Studies, History, Human Development, Philosophy, Political Science, Psychology, Sociology, Women's Studies
Business	Business, Computer Information Systems, Law, Real Estate
Fine Arts	Art, Communication Studies, Dance, Film/Video, Music, Theater
Health Sciences & Athletics	Contemporary Health, First Aid, Medical Technology, Nursing, Physical Education, Recreation, Sign Language
Humanities	Academic Strategies, English, English as a Second Language, Humanities, Spanish
Industry & Technology	Administration of Justice, Air Conditioning & Refrigeration, Auto Collision Repair/Painting, Automotive Technology, Cosmetology, Engineering Technology, Fashion, Fire Technology, Machine Tool Technology, Manufacturing Tech, Nutrition & Foods, Welding
Mathematics	Math
Natural Sciences	Anatomy, Astronomy, Biology, Chemistry, Geography, Geology, Microbiology, Physiology, Physics

2C. STUDENT LEARNING OUTCOMES – INFORMATION

It is recommended that the Board receive for information the following report on student learning outcomes at the Compton Center.

Under the leadership of the Student Learning Outcome (SLO) Coordinator, Ms. Chelvi Subramaniam and Associate Dean of Academic Affairs, Mr. David Vakil significant progress was made on the SLO assessment cycle. They facilitated a flex day event in Spring 2011 to help faculty identify assessment timelines and processes for un-assessed courses. During this time period, the percentage of courses assessed increased from 17% to 32% and percentage of programs assessed increased from 0 to 23%. It is important to note, that with the exception of assessment of Core Competencies, faculty at the Center conduct their own assessments of course and program SLOs. The faculty members at the Center join their colleagues at El Camino when the core competencies are being assessed.

XV. Deadlines and Current Assessment Levels

A. DEADLINES

The SLO leadership team, including Dr. Fazal Aasi and Dr. Michele Priest, established several intermediate goals and deadlines to ensure SLOs “are in place for courses [and] programs” and “comprehensive assessment reports exist and are completed and updated on a regular basis” by the end of Fall 2012. The SLO team developed the following target percentages for course-level SLO assessment:

Semester	Targeted %
Winter 2011	11%
Spring 2011	25%
Fall 2011	50%
Spring 2012	70%
Summer 2012	85%
Fall 2012	100%

B. CURRENT ASSESSMENT LEVELS

Overall, 48% of the 397 courses offered at the Center have been assessed as of the start of the spring 2012 semester. Adoption of the facilitator model used by El Camino to assist faculty resulted in a significant improvement in several areas. The Career & Technical Education division went from 26 courses assessed in August 2011 to 59 courses assessed. A similar improvement in the Social Science & Creative Performing Arts division was observed as the division went from 35 to 60 courses assessed. The Health & Human Services division has completed all their SLO statements and prepared a four-year assessment cycle that will be implemented this spring.

Division	Number of Courses in the Area	Assessments Completed through Spring 2011	Assessments Completed Fall 2011	Percent of total courses assessed
Total	397	129	63	48%
Humanities	59	30	2	54%
Career & Technical Ed.	136	26	33	43%
Math/Science	44	30	3	75%
Social Science/ Creative Performing Arts	112	35	25	54%
Health & Human Services	46	8	0	17%

XVI. Areas for Improvement

While the SLO team has made significant progress in meeting both the internally and externally imposed goals, there is still much work to be done. Specific areas of improvement follow below.

A. CREATING ASSESSMENT TIMELINES

There are still 48 classes needing an assessment timeline. Nearly 70% of these 48 courses with unscheduled assessments are taught exclusively by part-time faculty. Comparing this to 112 courses still needing a timeline as of August 2011, we see that 57% of the Center's offered courses without timelines have now been addressed, which is a significant improvement.

Despite this improvement, it falls short of the SLO team's self-identified goal of setting a timeline for 90% (vs. 57%) of these courses. The nature of the problem (i.e. courses being taught only by adjuncts) was not fully understood when the 90% goal was developed. This goal will be revised in the near future in consideration of this larger-than-expected challenge. The Facilitators will also continue to work with all faculty (full-time and part-time) to ensure student learning outcomes are assessed on a regular basis.

B. OVERDUE ASSESSMENTS

Similarly, there are 70 classes with currently overdue assessment reports and there were 55 courses overdue in August 2011. While 28 of these 55 courses with overdue assessments were completed in Fall 2011, it is still well-short of our self-imposed target of 80% completion (44 courses). As before, the nature of the problem (i.e. courses not being offered or being taught only by adjuncts) was not fully understood when the goal was developed, and the assessment timelines will be soon adjusted to match scheduled course offerings.

For example, nine of the 13 overdue PE courses were not offered in Fall 2011, so it was not possible to complete these assessments despite those assessments being overdue. On the other hand, some departments have had a consistent problem submitting SLO reports. The SLO Facilitators believe they are nearing the point where administrative oversight and enforcement is probably necessary.

C. PROGRAM-LEVEL SLO ASSESSMENT

Most of the focus of the SLO team has been on course-level SLO assessment. While the curriculum at ECC and the Compton Center are identical, in Spring 2011 some programs at the Center were

consolidated together to make program-related workloads more manageable to the faculty. However, in the year since this consolidation was undertaken, the Center has begun an analysis of which programs are consistent with the recently developed goals in the Educational Master Plan. This analysis has led to two programs being suspended indefinitely and to the suggestion to re-examine what constitutes a “program” at the Center. A recent meeting of the Accreditation Steering Subcommittee on Instruction endorsed this re-examination. For any new or recently consolidated programs, the program will need to create, assess, and reflect on appropriate program-level SLO statements. This will need to be a high priority between now and the end of Fall 2012.

D. ACTION ITEMS

The SLO Facilitators are now focusing on courses with overdue assessments; their second priority is creating an assessment timeline for courses and programs without such a timeline. The Academic Affairs area will work with faculty leaders to redefine what constitutes a “program” at the Center.

XVII. Summary

Over the past two years, the Compton Center has made significant progress implementing a continuous cycle of assessing student learning. During the 2011 calendar year, specific goals and intermediate deadlines were established to help the Center achieve SLO “proficiency” as defined by the ACCJC. If work continues at the current pace, the faculty at the Center will exceed an internally imposed deadline of assessing 70% of all courses by the end of Spring 2012. The accomplishments described above have been made, in large part, due to the commitment of the SLO Facilitators. This SLO leadership team has been carefully monitoring progress in each division, department, and course and the team continues to target assistance to those areas that need it most.

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

3A. 2011-2012 BUDGET REDUCTIONS

It is recommended that the Special Trustee receives for information the 2011-2012 Budget Reductions Proposal.

2011-2012 MID-YEAR BUDGET REDUCTIONS PROPOSAL

1. The Compton Community College District 2011-12 Budget was approved by the Special Trustee on Tuesday, October 18, 2011. The chart below outlines the revenue amounts from the adopted budget in comparison to the actual State Apportionment, as of February 15, 2012.

	CCCD ADOPTED BUDGET	STATE APPORTIONMENT
Property Taxes	\$3,821,562	\$3,698,833
Enrollment Fees	630,000	735,000
General Apportionment	26,598,622	24,487,310
TOTAL	31,050,184	28,921,143

2. The difference between the District's adopted budget and the actual State Apportionment is \$2,129,041.
3. The State Apportionment amount includes transferring expenses associated with the Special Trustee, into a restricted fund. For the 2011-2012 fiscal year, the District estimates that amount to be \$645,000.
4. After the Special Trustee expenses are subtracted from the difference, the Compton Community College District will need to reduce expenses for the remainder of the 2011-12 fiscal year by a minimum amount of \$1,484,041.
5. To reach this reduction amount, the Compton Community College District will decrease the reserve for contingency by an additional \$797,000. On Thursday, March 15, 2012, the District is implementing a spending freeze on all unrestricted funds. With the implementation of a spending freeze, the District will be targeting to reduce unrestricted fund expenditures by \$1,000,000.
6. With the reduction in the reserve for contingency of \$797,000, and the reduction in unrestricted fund expenditures of at least \$1,000,000, the District will reduce expenses by a minimum of \$1,797,000; and maintain a reserve for contingency balance of \$1,800,000.

7. Once the spending freeze is implemented, any exceptions for Academic/Student Services expenditures must be approved by Ms. Barbara Perez, Vice President Compton Center. All other exceptions must be approved by Dr. Keith Curry, Chief Executive Officer, prior to processing.

3/12/2012

3B. 2012-2013 BUDGET PLANNING PROPOSAL

It is recommended that the Special Trustee receives for information the 2011-2012 Budget Planning Proposal.

**Compton Community College District
2012-2013 Budget Planning Proposal**

Budget Reductions (Fund 01)	\$2.4 million Option 1 5900 FTES	\$3.5 million Option 2 5560 FTES
Section Reductions (@ 4.11 FTES per)	126	208
Section Reductions @\$3,500 each	441,000	729,000
Reduce Manager/Supervisor Positions	200,000	300,000
Reduce Hourly Classified/Casual/Student Worker	100,000	250,000
Reduce Classified Positions @ \$55,000 (net)	-	275,000
Freeze Faculty Positions @ \$50,000 (net)	250,000	250,000
Freeze Classified Positions @ \$55,000 (net)	55,000	165,000
Reduce Contract Services and Operating Expenses	900,000	900,000
Reduce Supplies & Materials	80,000	87,000
Equipment	60,000	65,000
Reduce Site Improvements	98,000	98,000
Reduce Travel & Conferences	60,000	65,000
Reduce Enrollment Management Funding	35,000	40,000
Reduce Advertising	21,000	26,000
SUB-TOTAL	2,300,000	3,250,000
General Fund Reserve Reduction	100,000	250,000
SUB-TOTAL	100,000	250,000
TOTAL	2,400,000	3,500,000

Notes: to PBC March 12, to Consultative Council March 13, to Management Group March 19, to Board March 20

DRAFT-THESE ESTIMATES WILL CHANGE-DRAFT

3/6/2012

3C. AB 2910 QUARTERLY FINANCIAL STATUS REPORT

It is recommended that the Special Trustee receive the following Quarterly Financial Status Report for the quarter ending December 31, 2011. AB 2910, Chapter 1486, Statutes of 1986 requires that California Community College District’s report quarterly on their financial condition.

The report for December 31, 2011 is shown on the following Quarterly Financial Status Report for the Unrestricted General Fund (Fund 01).

Fiscal Year: 2011-2012
 Quarter Ended: December 31, 2012 (Q2)

<u>General Fund</u>	<u>2011-12 Budget</u>	<u>Year-to-Date Actuals</u>	<u>Percentage</u>
Income			
Federal	\$ 15,002	\$ 0	0.00%
State	27,534,934	15,616,087	56.71%
Local	4,710,562	2,665,794	56.59%
Interfund Transfers	0	0	0.00%
Total Income	<u>\$ 32,260,498</u>	<u>\$ 18,281,881</u>	<u>56.67%</u>
Appropriations			
Academic Salaries	\$ 11,818,744	\$ 6,132,292	51.89%
Classified Salaries	5,690,254	2,848,912	50.07%
Employee Benefits	5,130,313	2,636,468	51.39%
Supplies & Materials	634,418	157,864	24.88%
Other Operating Expenses and Services	6,163,605	2,534,906	41.13%
Capital Outlay	301,956	74,615	24.71%
Other Outgo	2,516,336	25,011	1.00%
Total Appropriations	<u>\$ 32,255,626</u>	<u>\$ 14,410,068</u>	<u>44.67%</u>
Net Revenue	<u>\$ 4,872</u>	<u>\$ 3,871,813</u>	

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

4A. FACULTY NEGOTIATIONS PROPOSAL

4. MAKING PUBLIC THE INITIAL BARGAINING PROPOSAL OF THE COMPTON COMMUNITY COLLEGE DISTRICT FEDERATION OF EMPLOYEES, Certificated Unit (Information Item)

The initial bargaining proposal of the Compton Community College Federation of Employees (Certificated Unit) has been received. Copies of the proposal are available in the District's Human Resources office for review. This proposal will be placed on the Board of Trustees meeting agenda for public input at the next regularly scheduled meeting.