



January 17, 2014

**Serving the Communities of**  
Compton, Lynwood, Paramount  
and Willowbrook, as well as  
portions of Athens, Bellflower,  
Carson, Downey, Dominguez,  
Lakewood, Long Beach, and  
South Gate

1111 East Artesia Boulevard  
Compton, CA 90221-5393  
Phone: (310) 900-1600  
Fax: (310) 605-1458  
[www.compton.edu](http://www.compton.edu)

**KEITH CURRY, Ed.D.**  
Chief Executive Officer

**THOMAS E. HENRY**  
Special Trustee

Special Trustee  
Compton Community College District

Dear Special Trustee Henry:

Happy New Year! I wish you and the dedicated employees of Compton Community College District a joyous and Healthy New Year. As I reflect on the past year and our accomplishments, I am truly appreciative of the hard work and dedication the employees of Compton Community College District continue to provide to students. As we begin the new calendar year, let us all continue to be inspired in our daily work by the words – “every student is a success story”.

The next regular Board of Trustees meeting will be held on Tuesday, January 21, 2014. Closed session begins at 4:00 p.m., with open session commencing at 5:00 p.m. At the regular board meeting, Vavrinek, Trine, Day and Company LLP, an independent external auditing firm will be presenting the 2012-2013 Compton Community College District Financial Audit Report. In addition, Vicenti, Lloyd & Stutzman, LLP, an independent external auditing firm will be presenting the 2012-2013 Measure CC General Obligation Bond Audit and Performance Audit Reports.

The January 21, 2014, Board Agenda includes the following:

- A. The consent section includes various purchase orders necessary for operation of the District and the El Camino College Compton Center, as well as all personnel actions.
- B. The action agenda includes Resolution #12-17-2013A- authorizing the investigation by Compton Community College District of the feasibility of local funding sources; and appointments to the Special Trustee’s Advisory Committee.
- C. The discussion/information agenda includes the Special Trustee Advisory Committee minutes for October 2013, and the Special Trustee Advisory Committee meeting dates; the board meeting Presentations and Reports Schedule for 2014; the Measure CC Citizens’ Bond Oversight Committee meeting dates; and the Measure CC Bond Fund Category Budgets and Balances through December 31, 2013.

The items below are included for your perusal:

1. Memo from Felipe Lopez dated January 15, 2014, providing a summary of results regarding the 2012- 2013 Compton Community College District Annual Financial Audit Report.

2. Memo from Felipe Lopez dated January 15, 2014, providing a summary of results regarding the 2012-2013 Measure CC General Obligation Bond Audit Report.
3. Memo from Linda Owens dated January 15, 2014, providing an update on the Compton Construction Project.
4. Memo from Felipe Lopez dated January 15, 2014, providing the previous construction projects completed by AMG Construction.
5. Memo from Reuben James dated January 15, 2014, providing a list of the Special Events for the month of January 2014.
6. Letter to Carolyn Richie, dated January 13, 2014, regarding the Information Request and Demand to Bargain letter submitted on behalf of the Classified Bargaining Unit, AFT Local #3486-1.
7. Letter from Ann Garten, dated January 13, 2014, regarding the Spring 2014 Marketing/ Advertising Campaign.
8. Copy of El Camino College Compton Center Child Development Center's promotional flyer that is being included in the City of Compton water bills during the month of January 2014.
9. Letter from Scott Lay, Community College League of California, dated December 9, 2013, regarding CCCT Board Election-2014.
10. Briefing from Keenan and Associates, dated December 2013.
11. Compton Community College District and El Camino College Compton Center News Releases for December 11, 2013 through January 15, 2014.

If you would like to request additional back-up information on any Board Agenda items prior to the January 21, 2014 board meeting, please contact Ms. Paula VanBrown, Executive Assistant to the CEO, at (310) 900-1600, ext. 2001.

Sincerely,



Keith Curry  
CEO

c: CCCD Board of Trustees  
Vice President, Deans, Directors



## OFFICE OF BUSINESS SERVICES

To: Dr. Keith Curry, Chief Executive Officer  
From: Felipe R Lopez, Chief Business Officer  
Date: January 15, 2014  
Subject: Fiscal-Year 2013 Annual Financial Report

---

Below is a summary of results regarding the fiscal-year 2013 Annual Financial Audit Report:

### **District Highlights**

- The District audit is complete and was filed on time to the State by the December 31, 2013 deadline with an unmodified opinion of the financial statements.
- The District will end the FY2013 with a general fund of \$7.1M which is above the 5% recommended minimum reserve requirement.
- The District went from twenty-six (26), to thirteen (13), to six (6) audit findings in FY2011, FY2012, and FY2013, respectively.
- Of the thirteen (13) prior-year audit findings, eight (8) were noted as fully implemented. Five (5) were noted as in process and are currently being addressed.
- Most importantly, the District reports **no** audit adjustments and **no** material weaknesses in internal controls during FY2013.
- The District also reported on its Federal Awards an unmodified opinion on compliance for each major program and report on internal controls over compliance requirements. No audit findings noted in Federal Awards.
- Several construction and modernization projects are in progress and/or are near completion which include:
  - Utility Infrastructure Phase 1
  - Central Plant/Stadium Lighting
  - Utility Infrastructure Phase 2
  - Allied Health Building
  - Library Learning Resource Center/DSA Closeout
  - Music Building Renovation



## OFFICE OF BUSINESS SERVICES

To: Dr. Keith Curry, Chief Executive Officer

From: Felipe R Lopez, Chief Business Officer

Date: January 15, 2014

Subject: FY2013 Measure CC Bond Audit

---

Both the Financial and Performance under the provisions of Proposition 39 audits for the Measure CC General Obligation Bond were completed by our auditors, Vicenti, Lloyd, Stutzman LLP. Below is a summary of the results from the FY2013 Measure CC Bond Audit in accordance of Proposition 39:

The financial audit highlighted the following results:

- Total assets of \$26.2 million
- Available fund balance of \$22.7 million
- Total revenues of \$120 thousand
- Total expenditures of \$1.7 million
- Issued \$14.5 million in refunding bonds to refund a portion of Series A bonds.
- No deficiencies in internal controls over financial reporting were identified
- One instance of noncompliance were identified under *Government Audit Standards*

The performance audit highlighted the following results:

1. Reviewed District procedures for disbursement of funds related to the voter approved Measure CC bond funds
2. Reviewed detailed account of expenditures to determine if proceeds were spent on administrative salaries or any other expense of that would otherwise be the obligation of the General Fund
3. Reviewed project lists to be funded with bond proceeds as set out in the Measure CC election documents
4. Reviewed minutes of meetings of the Citizens' Oversight Committee, including the District's website, to verify compliance with certain bond oversight requirements.

Conclusion:

The District has properly accounted for the expenditures of the funds held in the Measure CC General Obligation Bond Fund and such expenditures were made on authorized bond projects. Further, it was noted that the funds held in the Measure CC General Obligation Bond Fund and expended by the District were not expended for salaries of school administrators or other operating expenditures.

---

---

**MEMORANDUM**

---

---

**TO:** DR. KEITH CURRY, CEO  
**FROM:** LINDA OWENS, DIRECTOR OF FACILITIES PLANNING AND OPERATIONS  
**SUBJECT:** COMPTON CAMPUS PROJECTS UPDATE (BOND AND STATE FUNDED PROJECTS)  
**DATE:** 1/15/14

---

**General** - In general, current projects at the District are moving forward. The Facilities, Business, and Administration offices have been working together to process contractor/consultant invoices timely. Blanket Purchase Orders for the Bond Projects opened in the 2012/13 fiscal year will remain open indefinitely based on contract amounts and construction schedules to assist with tracking expenses/invoices against each project.

**LRC Project**

Final acceptance of the LRC project by DSA also required the closeout of construction change documents (CCD) for the LRC Project. Initially, there were 160 outstanding change orders (CCD). With further review by the Architect, all 160 change orders have been DSA approved. This is how they were able to get a new number from DSA to handle any new design work for the LRC.

The Contractor, P.H. Hagopian, is continuing to install carpeting. Mechanical, electrical and technology work is ongoing. The architect is working on interior signage for the library and other work spaces. Campus staff will relocate to the LRC during spring break.

The Project is still on schedule.

A Grand Opening of the LRC Building is scheduled for April 15, 2014 at 2pm.

**II. Music Building Renovation (Y-Area / Little Theater)** – The current total project budget is \$ 1 Million. WLC Architects submitted the project construction documents to DSA in December 2013. Completion of this project is scheduled for fall 2015.

**III. Server Room and MIS Building Enhancements** –Phase 1 of the project was substantially completed in November 2012. Remaining phases are dependent upon future budget allocations. The additional server equipment is scheduled for installation in February 2014.

**IV. Phase I - Central Plant / Stadium Lighting** – The installation of the Electrical Switch Gear is complete. The first inspection held by SCE was conducted on 12/06/2013. A letter was issued by SCE stating corrections were required to the system prior to a follow up SCE inspection. The next SCE Inspection is scheduled for January 7th at 9:00am. Once the SCE equipment is installed, transfer of the Campus Buildings to the new system shall begin. The contract has been extended to March 2014 to accommodate completion of the project.

**Phase I – Utility Infrastructure** – Due to Phase II construction at the East Greenleaf Gate, access will be blocked until Jan 17, 2014. Traffic is allowed to flow from Artesia to Greenleaf by way of the Main Road through Lot F or along Math Science Road thru to the West Greenleaf Gate. Landscaping and irrigation along the Main Road and the turn out area is complete.

Retention Basin -The District submitted a request to the State to utilize bid savings to fill-in the retention basin at the south end of Campus with an underground piping system; the request was approved. Construction of the Retention Basin is approximately 98% complete.

**V. Phase II – Utility Infrastructure** – Contract scope of work under Phase II is nearing completion. Installation of the East Greenleaf Gate will be completed by Jan 17, 2014. Parking Lot D is open. Irrigation and planting materials installation is almost complete.

**VI. Allied Health Building** – The first Allied Health Building bids were rejected in April 2013. August 15, 2013, the District received approval from the State Chancellor's Office and Department of Finance to re-bid the project. In addition to the DOF approval, the District also received an extension from DSA to proceed with the project. A second set of Bid Docs was received from the Architect, the Bid schedule agreed to, and the Mandatory Job Walk was held on October 30th. Bids were received and opened on Nov 21st, at 2:00p.m. Bids were evaluated and AMG was the apparent lowest responsive bidder. Recommendation was sent to the December Board for approval, with subsequent approval scheduled for the ECCCD Board in January 2014, followed by Department of Finance approval.



## OFFICE OF BUSINESS SERVICES

To: Dr. Keith Curry, Chief Executive Officer

From: Felipe R Lopez, Chief Business Officer

Date: January 15, 2014

Subject: AMG & Associations

---

The District approved a construction contract agreement with AMG & Associates, Inc. for construction of the Allied Health Building project at the December 21, 2013 board meeting.

The following are brief listing of projects that have been completed and/or are on-going:

- Santa Maria-Bonita School District – Construction of a new elementary school.
- Army and Air Force – Construction of a new 9,365 SF precast concrete building.
- City of Los Angeles Department of Public Works – Renovation of a multipurpose center.
- County of Los Angeles, Public Works – renovation and addition to an existing library and community center and construction of a new single story fire station.
- Sequoyah Elementary School District – expansion of (2) two-story and (1) one-story classroom building.
- The Masters College – Renovation of an existing 14,776 SF two-story music building.
- Long Beach Community College District – multi-phased interior renovation to a two-story building.

AMG is scheduled to start construction in February 2014, after El Camino CCD Board approval and Department of Finance approval to award a contract to AMG. AMG, the lowest responsive responsible bidder, has worked on the construction of numerous projects within the Los Angeles County which included but not limited to colleges, school districts, and other governmental agencies.





## OFFICE OF BUSINESS SERVICES

To: Dr. Keith Curry, Interim Chief Executive Officer  
From: Reuben James, Director of Fiscal Affairs  
Date: January 15, 2014  
Subject: January Events 2014

Below is the list of the special events that are scheduled for the month of January 2014

|   |  |                             |
|---|--|-----------------------------|
| <b>EOPS/CARE<br/>Orientations</b>         | Jan. 8-24, 2014<br>(9-10:30 am & 1-2:30pm) | Staff lounge                |
| <b>Upward Bound<br/>Parent Workshops</b>  | Jan. 11, 2014<br>8:00 am – 12:30 pm        | Staff lounge                |
| <b>FYE Mentor<br/>Workshop</b>            | Jan. 10, 2014<br>1:00 pm – 2:00 pm         | Staff lounge                |
| <b>Upward Bound<br/>Saturday Academy</b>  | Jan. 11, 25, 2014<br>8:00 am – 12:30 pm    | D-32, 33, Y-99,<br>VT-212 B |
| <b>Upward Bound<br/>SAT Prep</b>          | Jan. 11, 2014<br>8:00 am – 12:30 pm        | Staff lounge                |
| <b>Wells Fargo<br/>Bank</b>               | Jan. 21, 2014<br>9:00 am – 3:00 pm         | Student lounge Quad         |
| <b>Student Life<br/>Interclub Council</b> | Jan. 29, 2014<br>2:00 pm – 3:30 pm         | Staff lounge                |





**Serving the Communities of**  
Compton, Lynwood, Paramount  
and Willowbrook, as well as  
portions of Athens, Bellflower,  
Carson, Downey, Dominguez,  
Lakewood, Long Beach, and  
South Gate

1111 East Artesia Boulevard  
Compton, CA 90221-5393  
Phone: (310) 900-1600  
Fax: (310) 605-1458  
[www.compton.edu](http://www.compton.edu)

**KEITH CURRY, Ed.D.**  
Chief Executive Officer

**THOMAS E. HENRY**  
Special Trustee

January 13, 2014

Carolyn Richie, Field Representative  
California Federation of Teacher  
Los Angeles County Field Office  
19944 Norwalk Blvd  
Cerritos, Ca 90703

Re: Information Request and Demand to Bargain

Dear Ms. Richie:

This letter is in response to your correspondence of November 13, 2013. In that correspondence, you agreed to withdraw the Information Request and Demand to Bargain by the Compton Community College Federation of Classified Employees, Local 3486-1 ("Local 3486-1") to the Compton Community College District ("District") on or about October 31, 2013, conditioned on the District providing confirmation of four (4) separate points.

The discussion below is intended to preliminarily respond to each of the four (4) points you identify. If you require any further confirmation or clarification, please let me know. Please note that we have asked for some additional information as to Issue 3.

Issue 1: Compton College has full control and authorization over the decision-making process as it relates to its classified employees in the areas of the collective bargaining process, contractual issues, and contract enforcement.

**District Response:** Only the Compton Community College District is a party to the collective bargaining agreement. As such, the negotiations process, along with issues of contract interpretation and enforcement (i.e. grievances) will be dealt with exclusively by the District.

Issue 2: Compton College retains control over the disciplinary process as it relates to its classified employees covered under the collective bargaining agreement for Local 3486-1 members.

**District Response:** Any disciplinary action affecting unit members will be dealt with by the District, and any disciplinary termination is subject to applicable District policy, Personnel Commission Rules, and the collective bargaining agreement. Pursuant to Education Code section 71093 the Legislature authorized the State Board of Governors and Chancellor to assume and delegate to the Special Trustee not only the powers of the District's

Governing Board, but the powers and duties of the Personnel Commission. This assumption and delegation of Governing Board and Commission responsibilities occurred shortly after the enactment of section 71093 as part of "AB 318" in 2006. (Statutes of 2006, Chapter 50, urgency legislation.)

Pursuant to AB 318, the Legislature authorized the Compton CCD to enter into agreements with a "partner" district. Education Code section 74292(d)(1). El Camino CCD is the partner district contemplated by the Legislature. In section 74292(d)(1), the Legislature authorized the districts to enter into agreements to provide instructional and other services. In Education Code section 74293 the Legislature established some of the terms to be included in the agreement with the partner district, including what are now provisions relating to employees of the Compton District in their relationship with the El Camino CCD.

It is important to understand that pursuant to each MOU or Agreement between the Compton CCD and the El Camino CCD approved since the passage of AB 318, including the most recent "Agreement Between the El Camino Community College District and the Compton Community College District," dated May 22, 2013, El Camino CCD has had certain statutorily authorized rights with respect to Compton employees working at the El Camino CCD Compton Center. Pursuant to each Agreement, and subdivisions (a)(1) and (3), and (d) of Education Code section 72493, El Camino is entitled to: (1) agree on a staffing plan for the Compton Center; (2) exercise direction of "employees assigned to provide educational and student support services at the Center"; (3) provide "day-to-day supervision"; (4) "reassign a Compton District employee back to the Compton District"; and (5) hire El Camino CCD employees to "provide oversight of activities." However, section 74293(a)(1) also provides, in part, as follows: "Notwithstanding any other provision of law, a person who provides services pursuant to this paragraph shall not be deemed to be an employee of the partner district or gain any status with the partner district for any purpose."

As a practical matter, therefore, it is possible that El Camino CCD might determine that a specific Compton CCD employee is not authorized to provide services at the Compton Center. In this event, the individual would not be automatically terminated. The employee would remain employed unless laid off or terminated for cause by the District in accordance with the Education Code, District policy, Personnel Commission Rules (interpreted in a manner that recognizes that the Commission's authority, as well as that of the Governing Board, have been delegated by the State Chancellor to the Special Trustee), and the terms of the applicable collective bargaining agreement. This situation has never arisen.

Issue 3: The classified employees represented by Local 3486-1 retain their rights to bargain over any decision by El Camino affecting the working conditions at Compton College.

**District Response:** Decisions made by outside entities (including, but not limited to, El Camino CCD) which impact District personnel would typically not fall within the scope of representation. For example, we presume you would not view as negotiable a decision by El Camino CCD to terminate the Agreement, though any such decision would likely have a significant impact on District classified personnel. Here, it is not clear what is meant by the phrase "any decision by El Camino affecting . . . working conditions." If you can clarify your meaning, or provide specific examples, we can provide a more detailed response.

We do recognize that Education Code section 74293(g) leaves in place Local 3486-1's right to negotiate over the "effects of the partner district's operation of the Compton Community **10**

College District.” However, such right is subject to all of the usual rules and limitations relating to effects negotiations, including, but not limited to, the applicable statute of limitations, and the doctrine of waiver. This said, Local 3486-1 received the MOU and each agreement well in advance of adoption, and has never asked to negotiate the effects of either the original MOU between the Compton CCD and the El Camino CCD signed in August of 2006, the Agreement between the Districts signed in June of 2008, or the current Agreement dated May 22, 2013. Local 3486-1 was aware of the draft content of each of these documents well in advance of their signing, and its input was solicited. The District neither received input nor a demand to bargain the effects of the MOU or the Agreements from Local 3486-1.

Please be aware that Education Code section 74293 contains the following caveats and limitations, which will likely guide our analysis of a request to bargain going forward:

(e) Nothing in this article shall be construed to interfere with, or require any change in, the existing bargaining units and collective bargaining agreements of the Compton Community College District.

(f) All existing statutory due process protections for employees of the Compton Community College District shall remain in effect including, but not necessarily limited to, the provisions governing layoff or dismissal, acquisition of tenure, and all other provisions of the Education Code except as expressly provided in this article.

(g) Nothing in this article shall be construed to interfere with or preclude negotiations with employee organizations in either of the districts over the effects, if any, of the partner district’s operation of the Compton Community College District.

**Issue 4:** Compton will provide a letter or some other document in written form describing the decision making process that affects the classified employees at Compton College, and any El Camino involvement in said decision making process.

**District Response:** In order to clarify what you mean by the “decision making process that affects the classified employees at Compton College,” I called you on the afternoon of December 11, 2013. The result of this conversation was a request by you to receive a copy of the “Agreement Between the El Camino Community College District and the Compton Community College District,” dated May 22, 2013. If, after reviewing the agreement you have additional questions or concerns, please do not hesitate to contact me.

Sincerely,

  
Keith Curry  
CEO

c: Thomas Henry, Special Trustee  
Dr. Thomas M. Fallo, Superintendent/President, El Camino College  
Dr. Joseph Lewis, President, Compton Community College Federation of Classified Employees, Local 3486-1

April 22, 2013

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

This Agreement is made and entered into on the 22<sup>nd</sup> day of May, 2013, by and between the El Camino Community College District (hereinafter referred to as "El Camino"), acting by and through its Superintendent/President, and the Compton Community College District (hereinafter referred to as "Compton District"), acting by and through the Special Trustee appointed by the Chancellor of the California Community Colleges (hereinafter referred to as "Chancellor") to serve as the Compton District's governing board. Collectively, referred to as "The Parties".

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

1. This Agreement, and the parties' implementation of it, is intended to provide a set of binding mutual understandings to achieve the following goals:
  - A. Provide the students and residents of the Compton District with access to accredited community college programs and services that address their educational needs and contribute to the overall welfare and development of the community. Through El Camino and its Center on the Compton District's facilities in Compton, California known as the "El Camino College Compton Community Educational Center," also known as the "El Camino College Compton Center," and hereinafter referred to as the "Center";
  - B. Specify the various rights and responsibilities of each party in providing those programs and services;
  - C. Create the conditions under which the Compton District will have a genuine opportunity to establish a newly accredited college;\*
  - D. Advance effective, mutually respectful relationships between and among the State Chancellor/Special Trustee, Superintendent/President of El Camino, ACCJC, faculty, staff, students and administrators of El Camino and the Compton District;

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

April 22, 2013

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

#### **El Camino and the Center**

4. As authorized by Chapter 50 of the Statutes of 2006 (AB 318, Dymally) (and any amendments thereto), El Camino shall manage the Center. The educational programs and services offered by El Camino at the Center shall consist of credit and non-credit offerings, and student support services. Students enrolling in classes at the Center shall be students of El Camino, shall receive credit from El Camino for classes they

April 22, 2013

successfully complete, and shall receive certificates or degrees they earn from El Camino. El Camino shall maintain student records related to the attendance of students in classes, in accordance with all applicable state and federal laws.

5. The Center, and all of its educational programs and services, shall be under the exclusive management and authority of El Camino. As used in this Agreement, the Center's programs and services determined by El Camino, including but not limited to the following: credit and non-credit courses and programs; library and learning resource center services; counseling and matriculation services; admissions and records; financial aid; student life; categorical programs such as EOPS, DSPS, CalWorks, GAIN, and TANF; transfer center services; athletics; international students; relations with schools; and special programs and services such as the Foster/Kinship Care Program.
6. Subject to funding, El Camino may include the following among the programs and services it provides at the Center:
  - A. EOPS, Special Resources Center (DSPS), CalWorks, GAIN, TANF and other categorical programs (as well as federally supported programs and grants to Hispanic-Serving Institutions under Title V of the Higher Education Act) that are separate from and independent of similar programs provided at El Camino's Torrance campus;
  - B. An Associated Student Body (ASB) organization at the Center that is separate from and independent of the Associated Student's Organization at El Camino and that assesses and benefits from its own fees; and
  - C. The Center intercollegiate athletic teams are separate from and independent of the athletic teams at El Camino's campus. Unless otherwise agreed to by the parties, the teams shall be designated as the "Compton Tartars."
7. The educational programs and student support services offered at the Center shall be clearly identified as exclusively programs and services of El Camino, and El Camino shall have full authority over all aspects of the programs and services offered at the Center, including but not limited to, curriculum development and approval, program review, student assessment, student services and institutional planning for the Center. Furthermore, as more fully specified in Sections 12.A, 12.B, 13 and 17, below, El Camino shall have authority over faculty and staff qualifications and evaluation of their performance.
8. El Camino, in consultation with its Academic Senate shall ensure that faculty employed by the Compton District but assigned to provide educational and support services at the Center are accorded appropriate professional standing in academic and



April 22, 2013

professional matters as they relate to the Center, including but not limited to, curriculum development and approval, program review, student assessment, student services and institutional planning for the Center.

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



April 22, 2013

recruit qualified employees for those positions using hiring procedures adopted by Compton District following consultation with El Camino. The Superintendent/ President of El Camino or designee may choose to participate in final interviews for faculty and managers.

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

April 22, 2013

**The Compton District**

16. The Compton District shall provide District facilities available to El Camino without charge and shall name those facilities the "El Camino College Compton Community Educational Center."
17. The Special Trustee shall appoint a full-time CEO (Attachment C – Description of Compton District CEO position) for the Compton District. The CEO will serve as the chief executive and operational officer for the Compton District. The CEO will report to the State Special Trustee. Once eligibility is granted by the ACCJC, to the El Camino College Compton Center this position title will change to Provost/CEO. As Provost, the Provost/CEO will report to the Superintendent/ President of El Camino; as CEO to the Special Trustee. Upon achieving accreditation status by ACCJC, the El Camino College Compton Center will become known as Compton College and the Provost/CEO position title will change to President/CEO. As President the President/CEO will report to the Superintendent/President of El Camino; as CEO to the Special Trustee. The Superintendent/President of El Camino and the Special Trustee will mutually agree on the selection of the President/CEO.
18. The Compton District CEO shall manage the Compton District Measure CC Bond funds, subject to the authority of the Special Trustee, in conformance with authority under AB 318.
19. The Special Trustee and the Superintendent/President of El Camino shall conduct an annual evaluation of the Compton District CEO. Such evaluation shall comply with any requirements set forth in the contract of employment with the Compton District CEO.
20. The Compton District shall remain responsible for the salary and benefits of its employees assigned to provide educational and student support services at the Center. El Camino shall remain responsible for the salary and benefits of its employees assigned to provide educational and student support services at the Center. Neither party shall have any responsibility for the salary or benefits of the other party's employees.
21. The Compton District shall continue to be responsible for ensuring that all of its permanent records are retained and stored as required by state and federal law.
22. All real property leases securing the Compton District bonds shall be leased by the Compton District, and not the Center or El Camino.
23. The Compton District shall be responsible for all retiree benefits, as well as retiree benefits offered its employees prior to the date its accreditation was revoked.

April 22, 2013

24. The Compton District shall receive apportionment for El Camino courses provided at the Center.
25. Every Compton District employee who is assigned to provide services at the Center shall do so pursuant to Education Code Section 74293. No such employee shall be deemed to be an employee of El Camino nor shall any such employee gain any status with El Camino for any purpose.

#### **Accreditation Plan**

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

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

The Compton District CEO shall provide sufficient resources and personnel knowledgeable in the rules, processes and deadlines of the State Capital Outlay Program. These employees will ensure that the legislatively established project scope,

April 22, 2013

budget and schedule will be adhered to resulting in the timely completion of the project(s).

28. If the El Camino Superintendent/President determines that actions of the Compton District will negatively impact the operations of the Center, the Superintendent/President and the Special Trustee, shall meet with the Compton District CEO to resolve the concerns.
29. El Camino management of Compton District operations pursuant to Section 26, the following shall apply:
  - A. All employees assigned to work in the operation shall remain employees of the Compton District and shall not gain any status with El Camino for any purposes.
  - B. El Camino may assign its own employees to assist in providing services needed in the operation, or may hire employees of any type or class as otherwise authorized by law as needed to provide oversight of the Compton District; nor shall any such employee gain any status with the Compton District for any purpose. It is understood by the parties that El Camino will assign its employees to provide services at the Compton District only if they voluntarily accept the assignment.
  - C. The Compton District shall remain responsible for the salary and benefits of its employees working in the operation and El Camino shall remain responsible for the salary and benefits of its employees working in the operation.
  - D. In managing the operation of the Compton District, El Camino requires that no funds of the Compton District are expended or committed without approval of the Special Trustee, or an appropriate Compton District official acting under delegated authority from the Special Trustee.

#### **Budget Development and Monitoring**

30. El Camino, in consultation with Compton District, shall set up an annual budget development procedure that includes a budget development calendar, defines the roles and responsibilities of Compton District and El Camino officials involved in the process, and identifies the manner in which appropriate collegial consultation will occur. Following that procedure El Camino will develop a budget for the Center and the operations it manages pursuant to Sections 27 and 29, above. The budget, which shall be updated annually, shall be based upon enrollment projections and other operational goals agreed upon by the parties and shall consist of:
  - A. an operating budget for the Center for the upcoming fiscal year;

April 22, 2013

- B. an operating budget for the operations El Camino manages pursuant to Sections 27 and 29, above, for the upcoming fiscal year; and
  - C. a projected budget for the Center for each of the two succeeding fiscal years.
31. Before adopting the annual budget, the Special Trustee shall determine if the Superintendent/President concurs with the proposed budget. If the Superintendent/President concurs, the Special Trustee shall adopt the budget as specified in section 32. If the Superintendent/President does not concur, the Special Trustee shall either modify the budget as necessary to obtain the Superintendent/President's concurrence, or adopt the budget without the concurrence. In the latter case, El Camino will be deemed to have given notice of termination of this Agreement on the date of the budget's adoption and the termination procedure set forth in Section 47 shall be automatically invoked.
32. Once the Special Trustee adopts the annual budget, the Compton District shall, as a first priority, fund the Center's operating budget for the current fiscal year and the current operating budget for the operations El Camino manages pursuant to this agreement. El Camino shall provide fiscal and administrative oversight for the operation of the Center and all matters related to the Center.
33. Once the annual budget is adopted by the Special Trustee, the Superintendent/President, Special Trustee and the Compton District CEO shall monitor the Compton District budget for fiscal stability, and for purposes of assuring that the budget allows for progress toward an independently accredited college. As such, all contracts in consultation with the Special Trustee shall be pre-approved by the Superintendent/President prior to the Special Trustee taking action. Contracts deemed to jeopardize fiscal stability of the Compton District and/or accreditation of an independent college, by the Superintendent/President, shall not be approved by the Special Trustee.
- Furthermore, any contract agreement with a term longer than one year in duration and/or any contract exceeding \$83,400 (Competitive Bid Limit, per the Public Contract Code (PCC) Section 20111(a) ) shall be pre-approved by the Chancellor of the California Community Colleges, or designee prior to the Special Trustee taking action.
34. If the parties are unable to reach concurrence on this Agreement's contract provisions and/or the adopted budget, the parties are required to meet jointly with the Chancellor of the California Community Colleges for dispute resolution.

April 22, 2013

**Recruitment, Retention, Marketing and Enrollment**

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

**Miscellaneous**

39. Under the terms of this Agreement, and in accordance with AB318 the parties acknowledge that all authority that would otherwise be vested in the Compton District's Governing Board by law is delegated to the Special Trustee.
40. El Camino shall be entitled to an annual administrative fee of \$50,000 for its services under this Agreement, payable at the beginning of each fiscal year. Upon the Compton District's receipt of El Camino's invoice for the fee, the Compton District shall remit the fee to El Camino within 30 days.
41. Effective in 2006 and increased annually by inflation thereafter, the Chancellor, acting under his authority under title 5, California Code of Regulations Section 58771, shall authorize annually the amount of \$4,000,000.00 as an increase in revenue to El Camino.

April 22, 2013

42. The Superintendent/President and Special Trustee will set the compensation for the Compton District CEO. Total compensation means salary, benefits, and other remuneration. This compensation will be consistent with the experience required and responsibilities of the position.
43. The Compton District shall defend and indemnify El Camino, its officers, employees or agents, in connection with any and all claims, actions or lawsuits that arise in any manner from the acts or omissions of the Compton District, its officers, employees or agents in the performance of this agreement, and El Camino shall defend and indemnify the Compton District, its officers, employees or agents, in connection with any and all claims, actions or lawsuits that arise in any manner from the acts or omissions of El Camino, its officers, employees or agents in the performance of this agreement. It is expressly understood that in the event of a claim, action, or lawsuit based upon an act or omission of a Compton District employee assigned to provide services at the Center under this agreement, the Compton District employee shall not be deemed to be an agent of El Camino unless the act or omission giving rise to the claim, action or lawsuit was one required by El Camino or taken at the explicit direction of an El Camino supervisor or manager.
44. During the term of this Agreement, each party shall maintain in effect a policy or policies of insurance issued by one or more insurance companies and/or a memorandum or memoranda of coverage issued by a joint powers authority providing the coverage identified below:
  - A. Liability to a third party for bodily injury, sickness, or disease and for physical injury to tangible property and/or for loss of use of tangible property not physically injured that is neither expected nor intended from the standpoint of the insured or of the covered party. The policy limit or limit of liability for such coverage shall be at least \$1,000,000 per occurrence with an aggregate limit of no less than \$5,000,000.
  - B. Liability to a third party for "personal injury" offense(s) as defined by the applicable policy of insurance or memorandum of coverage. The policy limit or limit of liability for such coverage shall be at least \$1,000,000 per occurrence or claim with an aggregate limit of no less than \$5,000,000.
  - C. Liability to a third party for "errors and omissions" as defined by the applicable policy of insurance or memorandum of coverage. The policy limit or limit of liability for such coverage shall be at least \$1,000,000 per occurrence or claim with an aggregate limit of no less than \$5,000,000.
  - D. Automobile Liability with the following limits: Primary Bodily Injury limits of \$1,000,000 per occurrence and Primary Property Damage limits of \$5,000,000 per



April 22, 2013

occurrence or combined single limits of Primary Bodily and Primary Damage of \$10,000,000 per occurrence.

- E. Workers' Compensation Insurance with the limits established and required by the State of California.
  - F. Employer's Liability with limits of \$5,000,000 per claim.
45. During the term of this Agreement, each party shall cause the other party and its elected and appointed officers, directors, employees and agents to be named as additional insured under the policy or policies of insurance providing the coverage identified above for claims arising out of actual or alleged acts or omissions on the part of the other party, its elected and appointed officers, employees and agents and/or cause the other party, its officers, employees and agents to be named as a covered party or as an additional covered party under the memorandum or memoranda of coverage providing the coverage identified above for claims arising out of actual or alleged acts or omissions on the part of the other party, its elected and appointed officers, employees and agents. However, this provision shall not apply to the coverage for "errors and omissions."
46. By July 1 of each year, each party shall provide to or cause to be provided to the other party a certificate or certificates of insurance identifying the policy or policies of insurance to which the other party has been named as an additional insured and/or certificate or certificates of coverage or similar document(s) identifying the memorandum or memoranda of coverage to which each party has been named as an additional covered party. Each such policy or memorandum shall state that not less than thirty (30) days' written notice shall be given to the other party prior to cancellation; and, shall waive all rights of subrogation. Each party shall immediately notify the other party in the event of material change in, or failure to renew, each policy or memorandum.
47. This Agreement shall take effect immediately and shall remain in effect until it is terminated. Either party may initiate termination of this Agreement by giving 180 days written notice to the other party, and to the Board of Governors of the California Community Colleges, of its intent to terminate. No termination pursuant to this section shall take effect until the end of the semester following the expiration of the notice period provided under this section so as to protect students from a mid-term interruption of educational services. Regardless of which party may initiate the termination of this Agreement, all parties shall meet with the President of ACCJC in order to completely understand the implications of terminating the partnership and the process required by ACCJC regarding the closure of the Center.

April 22, 2013

48. Notwithstanding anything in Section 47 to the contrary, in the event El Camino initiates termination of this Agreement by giving notice to the Compton District and the Board of Governors of its intent to terminate pursuant to the preceding section, the Chancellor shall meet with the Superintendent/President of El Camino to determine if the proposed termination by El Camino relates to factors that can be resolved with the Chancellor's assistance. If that is not the case, and if El Camino declines to withdraw its notice of termination within ninety days after it was initially given to the Compton District and the Board of Governors, the Special Trustee shall immediately act to terminate the agreement pursuant to Education Code Section 74292(1) (2), which explicitly authorizes the Special Trustee to initiate termination of agreements with a partner district. Thereafter, the Special Trustee, the Chancellor and the Board of Governors of the California Community Colleges shall be deemed to have waived any and all rights whatsoever that they may have to require El Camino to continue to provide services as a partner district. This waiver provision is irrevocable and its inclusion in this agreement has been relied upon by El Camino as a material inducement for its willingness to enter into this Agreement.
49. Any notice required to be delivered under this Agreement to the other party must be in writing and shall be effective (i) when personally delivered to the other party or (ii) three business days after deposit in the United States mail, postage fully prepaid and addressed to the respective party as set forth below (or to such other address and to such other persons as the parties may hereafter designate by written notice to the other):

To the Compton District:

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

To El Camino:

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

April 22, 2013

To the Chancellor and Board of Governors:

Chancellor  
CALIFORNIA COMMUNITY COLLEGES  
1102 Q Street  
Sacramento, CA 95811

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

IN WITNESS WHEREOF, the parties have executed this agreement on, 5/24/13, 2013.

COMPTON COMMUNITY COLLEGE DISTRICT

By Thomas E. Henry  
Thomas E. Henry  
Special Trustee

EL CAMINO COMMUNITY COLLEGE DISTRICT

By Thomas M. Fallo  
Thomas M. Fallo  
Superintendent President

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

Brice Harris  
Brice Harris  
Chancellor, California Community Colleges

April 22, 2013

**Attachment - A**

**Requirements for Establishing Eligibility for Accreditation**

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

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

**Eligibility Requirements**

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

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

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

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

### Step 2 – Candidacy Status

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

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

April 22, 2013

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

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

### Step 3 Achieving Initial Accreditation Status after Candidacy Status Granted

After at least two years as a candidate for accreditation, the Center will need to either apply for an extension of Candidacy beyond the initial two-year period, or apply for Initial Accreditation. To apply for Initial Accreditation, the Center must submit another Self-Study Report using the Standards of Accreditation, the Self Study Manual, and other Commission policies and resources. This Self Study Report is supported by evidence that the institution continues to meet the Eligibility Requirements as well as the ACCJC’s standards and policies. Following submission of the report, a team visits the institution for the purpose of ensuring the institution meets all standards of the Commission. Following the review of the self-study and team reports, the Commission will grant initial accreditation to a new college, extend the period of candidacy, or deny initial accreditation.

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

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

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

April 22, 2013

**Attachment B**

**EL CAMINO COMMUNITY COLLEGE DISTRICT**

**CLASS TITLE: VICE PRESIDENT, COMPTON CENTER**

**BASIC FUNCTION:**

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

**REPRESENTATIVE DUTIES:**

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

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

Work with the Vice Presidents of Academic Affairs and Student & Community Advancement and the leadership of the Compton Community College District to develop plans and procedures that enhance the academic and student services programs including the development of new programs and the redirection of existing programs to meet the instructional and student service needs of the Center's students.

Ensure that the operations at the Center are consistent with District policies and procedures, faculty and classified collective bargaining agreements, as well as applicable statutes and regulations including Title 5 (California Code of Regulations) and the Education Code.

Oversee the Center's educational programs, including academic affairs, accreditation activities, faculty initiatives, institutional effectiveness, workforce development, enrollment management and institutional research, including student and state databases.

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

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



April 22, 2013

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

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

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

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

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

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

Participate in planning the future of instruction at the Center by engaging academic personnel in educational master planning based upon a comprehensive program review; periodically assess community needs in relation to instruction; and identify data that support instructional planning.

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

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

Perform related duties as assigned.

#### **KNOWLEDGE AND ABILITIES:**

##### **KNOWLEDGE OF:**

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

Budget preparation and controls.

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

Principles and practices of supervision and management.

Principles of class schedule development.

April 22, 2013

**ABILITY TO:**

Interpret and apply applicable statutes and regulations such as the Education Code and Title 5 (California Code of Regulations).

Provide overall leadership in planning, directing and evaluating an instructional program for the District.

Understand and be sensitive to the diverse academic, socioeconomic, cultural and ethnic backgrounds of students, including those with disabilities.

Work effectively within diverse student, staff, and community populations.

Communicate effectively orally and in writing.

Supervise the administration of the area budget.

Supervise and evaluate the performance of assigned staff.

Interpret, apply and explain rules, regulations, policies and procedures.

Establish and maintain cooperative and effective working relationships with others.

Operate a personal computer and assigned software.

Analyze situations accurately and adopt an effective course of action.

Plan and organize work.

Meet schedules and timelines.

Work independently with little direction.

Use interpersonal skills and exercise tact, patience and courtesy.

Resolve problems effectively using conflict resolution skills.

Direct the maintenance of a variety of reports and files related to assigned responsibilities.

Develop creative solutions.

Promote scholarship and professional development.

**EDUCATION AND EXPERIENCE:**

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

**DESIRABLE QUALIFICATIONS:**

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

**WORKING CONDITIONS:**

**ENVIRONMENT:**

Office work environment.

Attendance at multiple meetings.

Extended periods of sitting.

April 22, 2013

## **Attachment C**

### **CHIEF EXECUTIVE OFFICER**

#### **POSITION DESCRIPTION:**

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

#### **ESSENTIAL DUTIES/FUNCTIONS:**

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

April 22, 2013

**ESSENTIAL DUTIES/FUNCTIONS (Continued):**

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

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

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

April 22, 2013

**KNOWLEDGE AND ABILITIES:**

**KNOWLEDGE OF:**

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

**ABILITY TO:**

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

**REQUIRED QUALIFICATIONS:**

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

**DESIRED QUALIFICATIONS:**

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

April 22, 2013

- Teaching/counseling experience in higher education.

**WORKING CONDITIONS:**

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

Representing faculty  
and classified workers in  
public and private schools  
and colleges, from early  
childhood through higher  
education

LOS ANGELES COUNTY FIELD OFFICE  
1944 Norwalk Blvd.  
Cerritos, CA 90703  
562-924-5074  
562-924-6578 fax  
[www.cft.org](http://www.cft.org)

American Federation of  
Teachers, AFL-CIO

November 13, 2013

Dr. Keith Curry,  
Chief Executive Officer  
Compton Community College  
1111 E. Artesia Blvd.  
Compton, California 90221

Dr. Curry,

This letter is in regards to the meeting we held on October 31, 2013 in your office in response to the Information Request and Demand to Bargain letter I submitted to you on behalf of the Classified Bargaining Unit, AFT Local #3486-1.

As discussed in the meeting in which you and I were joined by Rachelle Sasser and Joseph Lewis, I am submitting an amended response to the Demand to Bargain letter. As stated in the meeting, I would be willing to waive the original Request and Demand should you be willing to provide me a side letter to the partnership agreement between El Camino College and Compton College to include confirmation of the following:

1. Compton College has full control and authorization over the decision making process as it relates to it's classified employees in the areas of the collective bargaining process, contractual issues, and contract enforcement.
2. Compton College retains control over the disciplinary process as it relates to its classified employees covered under the collective bargaining agreement for Local 3486-1 members.
3. The classified employees represented by Local 3486-1 retain their rights to bargain over any decision by El Camino affecting the working conditions at Compton College.
4. Compton will provide a letter or some other document in written form describing the decision making process that affects the classified employees at Compton College, and any El Camino involvement in said decision making process.

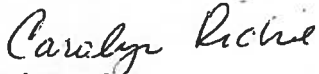
As agreed to in our meeting, if the above information is provided then I will withdraw my original Demand to Bargain and will place the Information Request in abeyance.



Dr. Keith Curry/Page 2

I respectfully request that you provide me with a response to this letter no later than two (2) weeks from today's date, which would be Wednesday November 27, 2013. As we discussed, any responses to correspondence from my office are to be provided directly to me. Should you have any questions or comments regarding the above matter please feel free to contact me directly. My contact information is provided above, or you can reach me on my cell phone at (310) 629.4543.

Respectfully Submitted,



Carolyn Richie  
Field Representative

Cc: Dr. Joseph Lewis, President AFT 3486-1



## **EL CAMINO COMMUNITY COLLEGE DISTRICT**

**16007 Crenshaw Boulevard, Torrance, California 90506-0001**

**Telephone (310) 532-3670 or 1-866-ELCAMINO**

**[www.elcamino.edu](http://www.elcamino.edu)**

### **M-E-M-O-R-A-N-D-U-M**

**Date:** January 13, 2013

**To:** Keith Curry  
CEO  
Compton Community College District

**From:** Ann M. Garten  
Director, Community Relations

**Re:** Spring 2014 Marketing/Advertising Campaign

The attached marketing and advertising campaign “poster” for the Compton Center outline the free and paid media currently in process for the spring 2014 semester. The intent of the campaign was to increase enrollment and awareness of programs and services offered at the Compton Center. The campaigns are built utilizing research information from community surveys and student media preferences surveys

Free media is ongoing, however during enrollment periods it focuses on registration information and promotes that classes have been added. Paid advertising began in December 2013 and will continue through January 25, 2014.



**El Camino College  
Compton Center**

**El Camino College  
Public Relations & Marketing Department  
ECC Compton Center  
Advertising/Marketing Campaign  
Spring 2014 Enrollment**

**Objectives:**

To promote ECC Compton Center student success; to increase enrollment and awareness through messaging and continued branding of Compton Center in the community.

**Audience:**

High school students, graduates and their parents; current students; potential students; community leaders/influencers; and the general public.

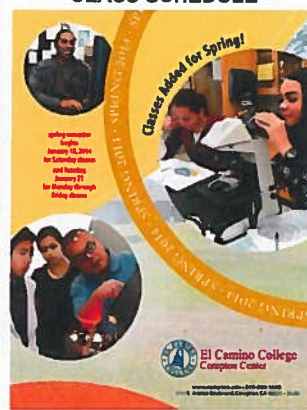
**FREE MEDIA**

ECC Compton Center website; community newsletters, class schedules; catalog; online social media outlets; online newsletters, and news releases

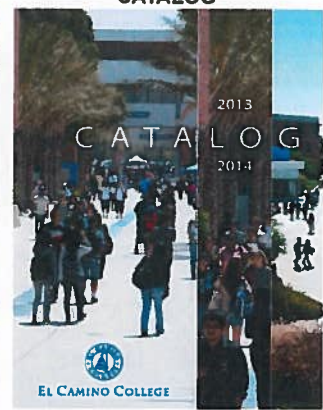
**WEBSITE**



**CLASS SCHEDULE**

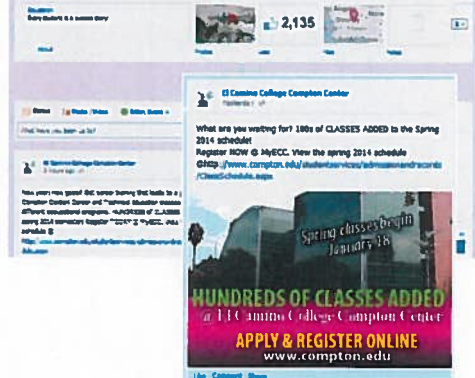


**CATALOG**



**ONLINE SOCIAL NETWORKS: Facebook & Twitter**

**H.S. OUTREACH FLIER**



**POSTCARD**



**SOCIAL MEDIA GRAPHICS**





NEWS RELEASE

**NEWS**

El Camino College District of Further Education and Marketing Department  
 1117 E. Arroyo Boulevard, Compton, CA 90221  
 Phone: (562) 892-1100 Fax: (562) 892-1101  
 Email: [news@elcamino.edu](mailto:news@elcamino.edu)

**For Immediate Release** October 31, 2013

**El Camino College District Welcomes Students, Local High School Students and the Community to attend the Annual Trade and Career Day Fair**

Continuing the effort to support success for its students and employees, El Camino College District will host a Trade and Career Fair on November 1st as part of the goal to help prepare students to enter the workforce or university. College and university representatives will be at El Camino College District to share information and answer questions regarding transfer opportunities. The Trade and Career Fair will feature representatives from over 200 businesses and colleges. Students looking to transfer are invited to visit the fair table to take and gather information from the college/university they have interest in attending.

Work this time at the Career Day event, which is co-sponsored by CTE and the Career Center. Representatives from all local companies will participate by offering information and advice on their career and education and the job application process. For job seekers looking to advance their skills or move into a new career, El Camino College District and Education & Training Services (ETS) division offers 11 occupational programs and job training. For more information on CTE programs, visit [www.elcamino.edu/cte](http://www.elcamino.edu/cte).

The Trade and Career Fair will take place on the gymnasium from 11 AM to 1 PM on 11/1/13 and will provide an opportunity for the community to speak to representatives from throughout California, including staff from the State of California. In addition, California State University, Dominguez Hills will be offering applications directly from the fair through the Registration Desk under the banner of California State University Dominguez Hills, as well as another submission form for Admission of Independent California College and University Students (AICUS), see our website for more.

On the evening of November 7, middle and high school students and their parents are invited to attend a College and Career Night for ages 13 to 18 at 6 PM at the El Camino College Center. The evening is a collaboration effort to expose high school students to career options in the district they attend. The evening is a collaboration effort to expose high school students to career options in the district they attend and support their college enrollment. The evening is co-sponsored by the Compton District School District and El Camino College.

It's time to apply for high school classes to begin studying about something or college. High school seniors are eligible for priority registration at El Camino College Center to get a head start on the classes they need. Priority registration is available to 2014 high school graduates living within the Compton Community College District who complete their senior report by March 31, 2014. Enrollment applications for summer 2014 will be available online beginning November 1, 2013 at [www.elcamino.edu](http://www.elcamino.edu).

The Trade and Career Day reports are free and open to the public. For more information, please contact El Camino College District at (562) 892-1100, Ext. 2763, or email [news@elcamino.edu](mailto:news@elcamino.edu).

About El Camino College District  
 El Camino College District is a community of education services, offering adult enrichment of adults and degree services, as well as career and technical education. Students can earn an associate degree or certificate, transfer to a four-year university or a master's degree. El Camino College District is located at 1117 E. Arroyo Boulevard, Compton, CA 90221.

COMMUNITY NEWSLETTER

**El Camino College Compton Center**

**Community News**

Single Father Finds Success at El Camino College  
 Compton District Student

Summer Day El Camino College-Compton Center

El Camino College District is proud to announce the success of a single father who has earned his Associate Degree in Business Administration from El Camino College Compton Center. The student, who is a single father, has been successful in his studies and is now a graduate of the college. He is a proud member of the El Camino College District and is looking forward to a bright future in the business world.

El Camino College District is proud to announce the success of a single father who has earned his Associate Degree in Business Administration from El Camino College Compton Center. The student, who is a single father, has been successful in his studies and is now a graduate of the college. He is a proud member of the El Camino College District and is looking forward to a bright future in the business world.

PAID MEDIA

**BUS ADS:**  
 Lowback and Full Wrap Ads - Routes throughout Los Angeles County

Spring semester begins January 18

**El Camino College Compton Center**  
[compton.edu/Apply4Spring](http://compton.edu/Apply4Spring)

**Hundreds of Classes Added!**

MYECC f t u

**El Camino College Compton Center**  
[compton.edu/apply4spring](http://compton.edu/apply4spring)

**Hundreds of Classes Added!**

Spring semester begins January 18

**METRO BLUE LINE RAIL CARD**

**El Camino College Compton Center**

**HUNDREDS OF CLASSES ADDED**  
 @ El Camino College Compton Center

**APPLY & REGISTER ONLINE**  
[compton.edu/blueline](http://compton.edu/blueline)

SPRING SEMESTER BEGINS JANUARY 18

PRINT ADVERTISING:  
 Los Angeles Times and UC/CSU newspapers

**Hundreds of Classes Added for Spring 2014**  
 @ El Camino College & ECC Compton Center

**APPLY & REGISTER NOW**  
[www.elcamino.edu](http://www.elcamino.edu)  
 or [www.compton.edu](http://www.compton.edu)

**REGISTER TODAY for SPRING 2014**  
 Saturday classes begin January 18  
 Weekday classes begin January 21

El Camino College  
 1887 E. Arroyo Boulevard  
 Torrance, CA 90506  
 1-466-ELCAMINO  
[www.elcamino.edu](http://www.elcamino.edu)

El Camino College  
 Compton Center  
 1117 E. Arroyo Boulevard  
 Compton, CA 90221  
 310-908-1889  
[www.compton.edu](http://www.compton.edu)

Stay Connected!  
 f t u

**Classes are only \$46 per unit!**

**Save \$\$\$ This Summer**

**Hundreds of Classes Added for Summer 2014 at El Camino College Compton Center**

Summer 2014 applications accepted beginning November 1, 2013  
[compton.edu/apply4summer](http://compton.edu/apply4summer)

First six-week summer session begins Wednesday, May 21, 2014  
 Eight-week summer session begins Monday, June 16, 2014  
 Second six-week summer session begins Monday, July 7, 2014

**Apply Online Today!**  
[compton.edu/apply4summer](http://compton.edu/apply4summer)

**POWER 106 FM**  
 "Cali Christmas"  
 Concert Program Ad

**HUNDREDS OF CLASSES ADDED**  
 @ ECC Compton Center

Spring Semester Begins January 18

**APPLY & REGISTER ONLINE**  
[compton.edu/radio](http://compton.edu/radio)

Visit our mobile website  
[m.compton.edu](http://m.compton.edu)

**Apply Online Today!**

**Spring Classes begin January 18**

**Hundreds of Classes Added at EL CAMINO COLLEGE COMPTON CENTER**

**RADIO ADS: Hot 92.3 and Power 106**  
 30- and 60-second on-air ads and online banner ads

**Hundreds of Classes Added!**  
**APPLY ONLINE TODAY!**

Spring 2014 classes begin January 18

**EL CAMINO COLLEGE COMPTON CENTER**

El Camino College Compton Center Child Development Center

# Register Now for Spring 2014

- Low Child/Staff Ratios
- Emphasis on Social Skills
- Developmental Academic Curriculum
- State-Certified Mentor Teachers
- Parent Enrichment Program
- Breakfast, Lunch and Afternoon Snack Provided

**ECC Compton Center  
Child Development Center  
is now accepting  
enrollment applications for  
Spring 2014  
310-900-1600,  
ext. 2902**

## Now Offering Free or Low-Cost State Preschool

Spaces currently available for 3 and 4-year-old children for the half-day state preschool program from 8:00 a.m. to noon weekdays.

Parents are encouraged to come in, take a tour and fill out eligibility paperwork. Program includes developmentally appropriate, curriculum and nutrition.

**Grow Socially & Academically**

**Learn Through Play & Hands-on Activities**

**Prepare for Kindergarten**



## Come Visit Us!

1111 E. Artesia Boulevard • Compton, CA  
310-900-1600, ext. 2902  
[compton.edu/childdevelopmentcenter/](http://compton.edu/childdevelopmentcenter/)



El Camino College  
Compton Center



License # 191670561



**COMMUNITY COLLEGE LEAGUE**  
OF CALIFORNIA

**Date:** December 9, 2013  
**To:** California Community College Trustees  
California Community College Chancellors/Superintendents  
**From:** Scott Lay, President and Chief Executive Officer, CCLC  
**Subject:** CCCT Board Election - 2014

---

The California Community College Trustees (CCCT) board serves a major role within the Community College League of California. Meeting five times a year, the twenty-one member board provides leadership and direction to ensure a strong voice for locally elected governing board members.

From January 1 through February 15, nominations for membership on the CCCT board will be accepted in the League office. Nominations are to be made by member district board of trustees; and each district may nominate only members of its board.

Each nominee must be a local community college district trustee, other than the student trustee, and must have consented to be nominated. Only one trustee per district may serve on the board.

An official Biographical Sketch Form and Statement of Candidacy **must** accompany the Nomination Form mailed to the League office, and please use only these forms. Although not required, it is recommended that nomination materials be sent via certified mail, return receipt requested. Faxed materials will **not** be accepted due to the quality of transmission.

The election of members of the CCCT board will take place between March 10 and April 25. Each member district board of trustees will have one vote for each vacancy on the CCCT board. CCCT board members are elected by the institutional member governing boards for three-year terms. No CCCT board member shall serve more than three (3) terms consecutively. This year eight persons will be elected to the board. Of those eight seats there are six incumbents eligible to run for re-election, one board member has termed out, and one seat was vacated by a trustee that did not run for re-election at the district level. This vacated seat will be filled by the trustee that receives the least number of votes among the top eight vote getters. Pursuant to the CCCT Governing Policies, that person will complete the term of the vacated seat, which expires in 2015.

Election results will be announced at the CCCT annual conference. The newly elected members of the board will assume their responsibilities at the conclusion of the annual conference, May 4, 2014.

If you have any questions about the CCCT board election process, please call the League office.

Attachments: (mailed only to CCC Chancellors/Superintendents)

- Official Nominating Form
- Official Biographical Sketch Form
- Official Statement of Candidacy
- CCCT Board Terms of Office
- CCCT Board Roster





CCCT BOARD  
NOMINATION FORM

Must be returned to the League office **postmarked no later than February 15, 2014**, along with the statement of candidacy and biographic sketch form. **Faxed material will not be accepted.**

Mail to:  
CCCT Board Nominations  
Community College League of California  
2017 "O" Street  
Sacramento, CA 95811

The governing board of the \_\_\_\_\_ Community  
College District nominates \_\_\_\_\_ to be a  
candidate for the CCCT Board.

This nominee is a member of the \_\_\_\_\_ Community  
College District governing board, which is a member in good standing of the Community College League of  
California. The nominee has been contacted and has given permission to be placed into nomination.  
Enclosed are the Statement of Candidacy and the CCCT Biographical Sketch Form for our nominee.

\_\_\_\_\_  
Signature of Clerk or Secretary of Governing Board



**CCCT BOARD**  
**BIOGRAPHIC SKETCH FORM**

Must be returned to the League office **postmarked no later than February 15, 2014**, along with the nomination form and statement of candidacy. **Faxed material will not be accepted.**

**PERSONAL**

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ (home) \_\_\_\_\_ (office)

E-Mail: \_\_\_\_\_

**EDUCATION**

Certificates/Degrees: \_\_\_\_\_  
\_\_\_\_\_

**PROFESSIONAL EXPERIENCE**

Present Occupation: \_\_\_\_\_  
\_\_\_\_\_

Other: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**COMMUNITY COLLEGE ACTIVITIES**

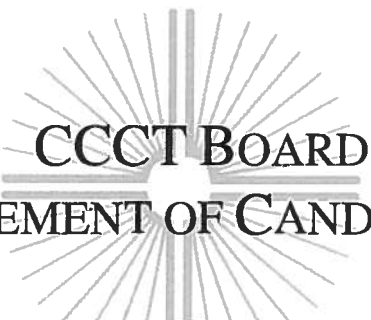
College District Where Board Member: \_\_\_\_\_

Years of Service on Local Board: \_\_\_\_\_

Offices and Committee Memberships Held on Local Board: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

State Activities (*CCCT and other organizations boards, committees, workshop presenter; Chancellor's Committees, etc*) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_





**CCCT BOARD**  
**STATEMENT OF CANDIDACY**

Must be returned to the League office **postmarked no later than February 15, 2014** along with the nomination form and biographic sketch form. **Faxed material will not be accepted.**

CANDIDATE'S NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

What do you see as the major issues and activities that should be considered by CCCT and the League in the next two years? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

---

---

---

---

---

---

---

---

---

---

What do you feel you can contribute in these areas? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

---

---

---

---

---

---

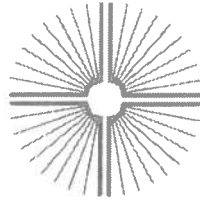
---

---

---

---





**CALIFORNIA COMMUNITY COLLEGE TRUSTEES  
2013-14 BOARD ROSTER**

**ISABEL BARRERAS**  
**Immediate Past-President**  
State Center CCD

**SALLY BIGGIN**  
Redwoods CCD

**LAURA CASAS**  
Foothill DeAnza CCD

**STEPHAN CASTELLANOS**  
San Joaquin Delta CCD

**NANCY CHADWICK**  
Palomar CCD

**JANET CHANIOT**  
**2<sup>nd</sup> Vice President**  
Mendocino-Lake CCD

**MARY FIGUEROA**  
Riverside CCD

**SIMON FRASER**  
Pasadena Area CCD

**PAUL GOMEZ**  
Chaffey CCD

**CY GULASSA**  
Peralta CCD

**JERRY HART**  
Imperial CCD

**LOUISE JAFFE**  
**1<sup>st</sup> Vice President**  
Santa Monica CCD

**BERNARD "BEE JAY" JONES**  
Allan Hancock Joint CCD

**ROBERT JONES**  
Los Rios CCD

**SUSAN KEITH**  
Citrus CCD

**JIM MORENO**  
Coast CCD

**MANNY ONTIVEROS**  
**President**  
North Orange County CCD

**DOUGLAS OTTO**  
Long Beach CCD

**ANN RANSFORD**  
Glendale CA 91208

**LINDA WAH**  
Pasadena CCD

**MARCIA ZABLECKIS**  
Barstow CCD

**VACANCY**

## SB 751 – AMENDMENT TO THE BROWN ACT PROMOTING GREATER TRANSPARENCY IN PUBLIC AGENCIES

On January 1, 2014, SB 751 will go into effect, requiring the legislative body of every California local agency to publicly report any action taken and the vote or abstention on that action of each Board member present for the action. The purpose of the legislation is to promote greater transparency and improve public accountability.

Signed into law by Governor Jerry Brown on September 6, 2013, SB 751 amends the Brown Act (Government Code 54953) to require, essentially, a recordation of a roll call vote for each action taken at public meetings. Under current law, the votes of individual board members are reported for closed meetings and meetings conducted by teleconference. SB 751 will apply the same requirement to open meetings. This means that the current practice, by some agencies, of merely recording the number of “ayes” or “nays” for an action will no longer be sufficient.

This new law applies to the legislative bodies of local public agencies, including the boards of K-12 schools, community colleges, municipalities, special districts and Joint Powers Authorities (JPAs). Those agencies will have to implement procedures by January 1, 2014 to ensure that a roll call vote is taken and individual Board member votes or abstentions are recorded in the minutes for every action taken at a meeting.

For meetings in which Keenan assists an agency in scheduling the meeting and recording the minutes, Keenan staff is ready to assist the agency to ensure compliance with SB 751 as of January 1, 2014.

If you have any questions regarding these changes, or how the Brown Act impacts your agency, please contact your Keenan representative for assistance.

Keenan & Associates is not a law firm and no opinion, suggestion, or recommendation of the firm or its employees shall constitute legal advice. Clients are advised to consult with their own attorney for a determination of their legal rights, responsibilities and liabilities, including the interpretation of any statute or regulation, or its application to the clients' business activities.



# NEWS

---

El Camino College Compton Center | Public Relations & Marketing Department  
16007 Crenshaw Blvd., Torrance, CA 90506  
Contact: Ann M. Garten, Director, Community Relations  
Telephone: (310) 660-3406 | Email: [agarten@elcamino.edu](mailto:agarten@elcamino.edu)

**For Immediate Release**

**January 15, 2013**

## **Compton Center's Child Development Center Now Offering Free or Low-Cost State Preschool for 3- and 4-Year-Old Children**

Supported by a one-year \$70,000 state grant, Compton Center now has space available in its half-day preschool program for 3- and 4-year-old children at low or no cost for eligible families. Parents are encouraged to visit the Compton Center Child Development Center (CDC), take a tour and fill out eligibility paperwork.

The half-day preschool program is available Monday through Friday from 8:00 a.m. to noon. Children receive developmentally appropriate curriculum and nutrition.

The Compton Center Child Development Center employs state-certified teachers who provide age-appropriate learning experiences for the preschoolers.

"HighScope early childhood development curriculum is used at the center," said Shirley Edwards, director of the CDC. "With active participatory learning, children have opportunities to make decisions and plan what they want to do and then they do it. The students are well cared for and do well academically."

The CDC is licensed by the California State Department of Social Services as a combination site to serve infants, toddlers, preschoolers, and to provide after-school programs for school-age children. If a family is not eligible for the State Preschool Program outlined above, there may be another program available at the CDC to serve their needs.

The Compton Center Child Development Center is located in Building T at 1111 E. Artesia Blvd., Compton, CA 90221.

For more information or to arrange for a tour, call 310-900-1600, ext. 2900. Applications are available online at [www.compton.edu/childdevelopmentcenter/](http://www.compton.edu/childdevelopmentcenter/). Hours of operation are 7:45 a.m. to 6:30 p.m. Monday – Thursday and 7:45 a.m. to 5:00 p.m. Friday.

### **About El Camino College Compton Center**

El Camino College Compton Center is the community's education solution offering a full complement of transfer and degree courses, as well as career and technical education. Students may earn an associate degree or certificate, transfer to a four-year university or train for a career. El Camino College Compton Center is located at 1111 E. Artesia Boulevard, Compton, CA 90221.



# N E W S

El Camino College Compton Center | Public Relations & Marketing Department  
16007 Crenshaw Blvd., Torrance, CA 90506  
Contact: Ann M. Garten, Director, Community Relations  
Telephone: (310) 660-3406 | Email: [agarten@elcamino.edu](mailto:agarten@elcamino.edu)

**For Immediate Release**

**January 14, 2014**

## **Compton Community College District CEO to Speak at Lynwood Economic Business Roundtable January 15**

Compton Community College District's (CCCD) CEO Keith Curry will speak at the City of Lynwood's Economic Business Roundtable on Wednesday, January 15 from 11:30 a.m. to 1:00 p.m. The event is hosted by the Greater Lynwood Chamber of Commerce and will take place at the City of Lynwood's Bateman Hall, located at 11331 Ernestine Avenue, Lynwood, CA, 90262. The event is open to the public at no cost.

Curry's presentation will cover a number of topics of interest to the communities served by the CCCD, including the process to accreditation, facilities master plan, and community participation in governance opportunities.

The Lynwood Chamber's monthly roundtable is a networking brunch for local business owners and community leaders. For more information, please contact Edwin Hernandez, Greater Lynwood Chamber of Commerce (GLCC) president at 310-713-1428 or Deborah Jackson, GLCC director of public relations, at 310-603-0220, Ext. 501.

### **About the Compton Community College District**

CCCD Board of Trustees meetings are usually held the third Tuesday of each month and are open to the public.

The District is located at 1111 E. Artesia Boulevard, Compton, CA 90221.

###



# N E W S

---

El Camino College Compton Center | Public Relations & Marketing Department  
16007 Crenshaw Blvd., Torrance, CA 90506  
Contact: Ann M. Garten, Director, Community Relations  
Telephone: (310) 660-3406 | Email: [agarten@elcamino.edu](mailto:agarten@elcamino.edu)

For Immediate Release

January 6, 2014

## **Compton Community College District Board to Meet January 21**

The next meeting of the Compton Community College District Board of Trustees is scheduled for Tuesday, January 21, at 5:00 p.m. in the Board Room at 1111 E. Artesia Boulevard, Compton, CA 90221.

All regular session Board meetings are open to the public. Closed session begins at 4:00 p.m. The Board Agenda is posted 72 hours in advance of the meeting on the District website, [www.district.compton.edu](http://www.district.compton.edu).

### **About the Compton Community College District**

Board meetings are usually held the third Tuesday of each month and are open to the public. The District is located at 1111 E. Artesia Boulevard, Compton, CA 90221.

###



# NEWS

---

El Camino College Compton Center | Public Relations & Marketing Department  
16007 Crenshaw Blvd., Torrance, CA 90506  
Contact: Ann M. Garten, Director, Community Relations  
Telephone: (310) 660-3406 | Email: [agarten@elcamino.edu](mailto:agarten@elcamino.edu)

**For Immediate Release**

**January 3, 2013**

## **Hundreds of Classes Added at El Camino College Compton Center for Spring 2014; Students Encouraged to Register Now to Get the Classes They Need**

El Camino College Compton Center has added hundreds of classes to the spring schedule, and the additional classes will enable students like Rudy Martinez to meet their educational goals.

“I was able to get all the classes I need at El Camino College Compton Center which will help me stay on track with my goal of transferring,” said Martinez, who plans to transfer to a California State University campus to major in English. “I also appreciate the smaller class size because it allows the instructors to build one-on-one relationships with their students and that definitely helps the learning process.”

Last year, the community college environment looked a bit different for prospective students who had difficulty securing a seat in the classes they needed. Today the outlook is better because hundreds of classes were added to the spring 2014 schedule due to a slightly improved state budget.

The additional classes cover a variety of subjects, including high-demand core classes in English, math and sciences. In addition, there are many classes offered in the Career and Technical Education (CTE) Division, which helps students get the training needed to qualify for well-paying jobs with room for career advancement. Vocational and career education programs are offered in 11 occupational areas leading to jobs, including Aerospace Fastener Manufacturing; welding; machine tool technology; Heating, Ventilation and Air Conditioning (HVAC); automotive collision repair and painting; fire and emergency technology; manufacturing technology and robotics; and more. Depending on the occupation selected, training may take from six months to two years.

“We are pleased to be able to address the students’ needs by offering more classes,” said El Camino College Compton Center Vice President Barbara Perez. “The significant number of classes added for spring will make a big difference to students in our communities who are working to transfer to a university or trying to complete the training they need for a career.”

- more -



## **ECC Compton Center Adds Hundreds of Classes for Spring 2014 2-2-2-2**

ECC Compton Center's spring 2014 semester begins earlier this year on January 18 for Saturday classes and January 21 for weekday classes.

ECC Compton Center will offer hands-on registration assistance January 6 through January 18 in the Welcome Center, Room D-27. Students can get assistance with their online registration in a convenient location where staff and computers will be available.

### **Registration Assistance Hours:**

|                       |                        |
|-----------------------|------------------------|
| Monday – Thursday:    | 8:00 a.m. to 6:30 p.m. |
| Friday:               | 8:00 a.m. to 4:30 p.m. |
| Saturday, January 18: | 8:00 a.m. until noon   |

Students may also apply and register online, 24 hours per day via the ECC Compton Center website [www.compton.edu](http://www.compton.edu). The Schedule of Classes is available on the Web at <http://www.compton.edu/student-services/admissionandrecords/ClassSchedule.aspx> and may also be purchased at the Bookstore for \$1.

For more information, go to [www.compton.edu](http://www.compton.edu) or call 310-900-1600.

### **About El Camino College Compton Center**

El Camino College Compton Center is the community's education solution offering a full complement of transfer and degree courses, as well as career and technical education. Students may earn an associate degree or certificate, transfer to a four-year university or train for a career. El Camino College Compton Center is located at 1111 E. Artesia Boulevard, Compton, CA 90221.

###



# N E W S

El Camino College Compton Center | Public Relations & Marketing Department  
16007 Crenshaw Blvd., Torrance, CA 90506  
Contact: Ann M. Garten, Director, Community Relations  
Telephone: (310) 660-3406 | Email: [agarten@elcamino.edu](mailto:agarten@elcamino.edu)

**For Immediate Release**

**December 18, 2013**

## **Compton Community College District Celebrates Grand Opening of Central Plant and Main Road**

Ribbon cutting ceremonies for the new Central Plant and the opening of the main north/south road that connects the El Camino College Compton Center campus took place on Tuesday, December 17.

As part of the Phase 1 Infrastructure project funded by state capital outlay monies, the new state-of-the-art Central Plant supplies cooling for existing buildings (except the row buildings), as well as support future expansion throughout the Compton Community College District grounds. This energy efficient approach will improve reliability and reduce the energy costs for the District by \$220,000 per year.

The main access road, which connects the south side of campus (Artesia Blvd.) with the north side of campus (Greenleaf Ave.) opened as well. Improvements for this main campus thoroughfare include, aligning the primary drop-off area to help clarify vehicle circulation patterns and speed control, as well as new landscaping improvements.

### Captions:

CEC\_MainRoad\_ribboncutting\_002.jpg

Ribbon Cutting Ceremony for the opening of the main north/south road at ECC Compton Center. There is once again access through campus between Artesia Blvd. and Greenleaf Ave. L to R: Barbara Perez, ECC Compton Center VP; Keith Curry, CCCD CEO; Thomas Henry, Special Trustee for the CCCD; Sonia Lopez, CCCD Board of Trustees Member; Andres Ramos, CCCD Board of Trustees Member and Miguel Quintero, Student Trustee.

CEC\_CentralPlant\_ribboncutting\_009.jpg

Ribbon Cutting Ceremony for the opening of the new state-of-the art Central Plant at ECC Compton Center. L to R: Barbara Perez, ECC Compton Center VP; Keith Curry, CCCD CEO; Deborah LeBlanc, CCCD Board of Trustees Member; Miguel Quintero, Student Trustee; Sonia Lopez, CCCD Board of Trustees Member; Andres Ramos, CCCD Board of Trustees Member; and Thomas Henry, Special Trustee for the CCCD.

### **About the Compton Community College District**

Board meetings are usually held the third Tuesday of each month and are open to the public. The District is located at 1111 E. Artesia Boulevard, Compton, CA 90221.



# N E W S

---

El Camino College Compton Center | Public Relations & Marketing Department  
16007 Crenshaw Blvd., Torrance, CA 90506  
Contact: Ann M. Garten, Director, Community Relations  
Telephone: (310) 660-3406 | Email: [agarten@elcamino.edu](mailto:agarten@elcamino.edu)

**For Immediate Release**

**December 13, 2013**

## **Compton Community College District Special Trustee Advisory Committee To Meet**

The Special Trustee Advisory Committee for the Compton Community College District (CCCD) will hold a meeting on Monday, December 16 at 6:30 p.m. in the CCCD Board Room, located in the Administration Building at 1111 E. Artesia Blvd., Compton, CA 90221. All meetings are open to the public.

More information on meeting dates for 2014, the role of the committee, and a list of its members may be found by visiting the District website:  
[district.compton.edu/board\\_of\\_trustees/special-trustee/special-trustee-advisory-committee.asp](http://district.compton.edu/board_of_trustees/special-trustee/special-trustee-advisory-committee.asp).

### **About the Compton Community College District**

Board meetings are usually held the third Tuesday of each month and are open to the public. The District is located at 1111 E. Artesia Boulevard, Compton, CA 90221.

###



# NEWS

El Camino College Compton Center | Public Relations & Marketing Department  
16007 Crenshaw Blvd., Torrance, CA 90506  
Contact: Ann M. Garten, Director, Community Relations  
Telephone: (310) 660-3406 | Email: [agarten@elcamino.edu](mailto:agarten@elcamino.edu)

For Immediate Release

December 12, 2013

## Compton Community College District Publishes Citizens' Bond Oversight Committee Annual Report

The Compton Community College District's (CCCD) Citizen's Bond Oversight Committee's 2011-2012 Annual Report was presented to the CCCD Board of Trustees at its November 13 meeting.

The CCCD Citizen's Bond Oversight Committee 2011-2012 Annual Report is available on the Web at: [www.district.compton.edu/measure\\_cc\\_bond/docs/COMPTON-CBOC-2012.pdf](http://www.district.compton.edu/measure_cc_bond/docs/COMPTON-CBOC-2012.pdf).

The charter of the CCCD Citizens' Bond Oversight Committee is to inform the public concerning bond revenue expenditures and to actively "review and report" on the expenditure of those funds. The committee comprises a cross section of the citizenry who have volunteered their time to represent various constituencies, and fulfill the committee's responsibilities.

During the past year, the committee has met on a regular basis; reviewing expenditures, touring campus renovations, and asking questions. The 2011-2012 Annual Report documents the results of these activities and serves to fulfill the basic tenets of the Citizens' Bond Oversight Committee's charter.

Within this report is the independent audit for the fiscal year ending June 30, 2012, performed by the firm of Vavrinek, Trine, Day & Co., LLP. The committee examined and reviewed this audit, the results of which are contained in the Annual Report.

The following is a summary of Bond Expenditures for the Fiscal Year ending June 30, 2012:

|  |                     |
|--|---------------------|
| Campus Site Improvements                   | \$ 643,714          |
| Energy Efficiency Improvements             | \$ 376,431          |
| Health & Safety Improvements               | \$ 414,304          |
| Information Technology & Equipment         | \$ 1,806,934        |
| Learning Resource Center                   | \$ 1,529,138        |
| Physical Education Facilities Improvements | \$ 332,028          |
| <b>Total Expenditures</b>                  | <b>\$ 5,102,549</b> |

The Citizens' Bond Oversight Committee 2011-2012 Annual Report, as well as information about the role of the committee and meeting agendas can be viewed on the CCCD website at [www.district.compton.edu/measure\\_cc\\_bond/index.asp](http://www.district.compton.edu/measure_cc_bond/index.asp).

### About the Compton Community College District

Board meetings are usually held the third Tuesday of each month and are open to the public. The District is located at 1111 E. Artesia Boulevard, Compton, CA 90221.

###



# N E W S

El Camino College Compton Center | Public Relations & Marketing Department  
16007 Crenshaw Blvd., Torrance, CA 90506  
Contact: Ann M. Garten, Director, Community Relations  
Telephone: (310) 660-3406 | Email: [agarten@elcamino.edu](mailto:agarten@elcamino.edu)

**For Immediate Release**

**December 11, 2013**

## **Compton Community College District Trustees take Oath of Office at December Meeting**

The next meeting of the Compton Community College District Board of Trustees is scheduled for 5:00 p.m. on Tuesday, December 17. All five Board of Trustee members will be sworn in, including three newly elected Trustees. The location for the December meeting has been changed from the Board Room to the Student Lounge - 1111 E. Artesia Boulevard, Compton.

The Board meeting begins at 5:00 p.m. All regular session Board meetings are open to the public. Closed session begins at 4:00 p.m. The Board Agenda is posted 72 hours in advance of the meeting on the District website, [www.district.compton.edu](http://www.district.compton.edu).

Members of the community are invited to attend the swearing-in ceremony, as well as the regular session of the Board Meeting.

### **The meeting schedule for December 17, 2013, is as follows:**

- 4:00 p.m. Closed Session
- 5:00 p.m. Board of Trustees Meeting  
Swearing-in Ceremony for Newly Elected Trustees

### **About the Compton Community College District**

Board meetings are usually held the third Tuesday of each month and are open to the public. The District is located at 1111 E. Artesia Boulevard, Compton, CA 90221.



# N E W S

El Camino College Compton Center | Public Relations & Marketing Department  
16007 Crenshaw Blvd., Torrance, CA 90506  
Contact: Ann M. Garten, Director, Community Relations  
Telephone: (310) 660-3406 | Email: [agarten@elcamino.edu](mailto:agarten@elcamino.edu)

For Immediate Release

December 11, 2013

## Compton Community College District Grand Opening of Central Plant and Main Road

Ribbon cutting ceremonies for the new Central Plant and the opening of the main north/south road that connects the Compton Center campus will be held beginning at 3:00 p.m. on Tuesday, December 17.

As part of the Phase 1 Infrastructure project funded by state capital outlay monies, the new state-of-the-art Central Plant will supply cooling for all existing buildings, as well as future expansion throughout the Compton Community College District grounds. This energy efficient approach will improve reliability and reduce the energy costs for the District by \$220,000 per year.

The main access road, which connects the south side of campus (Artesia Blvd.) with the north side of campus (Greenleaf Ave.), will once again be open as of 3:00 p.m., Tuesday, December 17. Improvements for this main campus thoroughfare include, aligning the primary drop-off area to help clarify vehicle circulation patterns and speed control, as well as new landscaping improvements.

Members of the community are invited to attend the ribbon cutting ceremonies. Guests are advised to park in Lot F, off of Greenleaf Avenue.

### Event schedule for December 17, 2013:

|           |   |
|-----------|---|
| 3:00 p.m. | Main Road Ribbon Cutting Ceremony (east of Administration Building) |
| 3:30 p.m. | Central Plant Ribbon Cutting Ceremony                               |

### About the Compton Community College District

Board meetings are usually held the third Tuesday of each month and are open to the public. The District is located at 1111 E. Artesia Boulevard, Compton, CA 90221.