

Any individual with a disability who requires reasonable accommodation to participate in a Board meeting, may request assistance by contacting the President's Office, 16007 Crenshaw Blvd., Torrance, CA 90506; telephone, (310) 660-3111; fax, (310) 660-6067.

**Board of Trustees
El Camino Community College District
Agenda, Monday, August 18, 2003
4:00 p.m.**

- I. Roll Call, Pledge of Allegiance to the Flag**
- II. Approval of Minutes of the Regular Board Meeting of July 21, 2003**
- III. Presentations – (none)**
- IV. Public Hearing: Negotiations - El Camino Community College District and the El Camino College Federation of Teachers, Local 1388, AFT, AFL-CIO, for Fall 2003 Reopener Negotiations**
- V. Consent Agenda – Recommendation of Superintendent/President, Discussion and Adoption**
 - A. Public Comment
 - B. Academic Affairs
See Academic Affairs Agenda, Pages 1-2
 - C. Student and Community Advancement
See Student & Community Advancement Agenda, Pages 1-18
 - D. Administrative Services
See Administrative Services Agenda, Pages 1-24
See Measure "E" Bond Fund Agenda, Pages 1-8
See Human Resources Agenda, Pages 1-10
- VI. Public Comment on Non-Agenda Items**
- VII. Oral Reports**
 - A. Board of Trustees Report
 - B. President's Report
 - C. Academic Senate Report
- VIII. Closed Session**
 - A. Existing Litigation, Brown Act Section 54956.9
 - 1. Case BS 047821
 - B. Personnel Matters, Brown Act Section 54957
 - 1. Personnel Matters – 2 cases

**Agenda for the El Camino Community College District Board of Trustees
from
Academic Affairs
Nadine Ishitani Hata, Ph.D., Vice President**

Page No.

A.	Center for the Arts Presentations – 2003/2004	1
B.	Conference Attendance – Summer 2003	1
C.	Revisions to Curriculum Changes – Effective 2003-2004 Academic Year	1
D.	Sabbatical Leave of Absence – 2003/2004.....	2

A. CENTER FOR THE ARTS PRESENTATIONS – 2002/2003 and 2003/2004

It is recommended that the Board approve the Center for the Arts presentations for 2003/2004 as listed below. Costs for each presentation are established as negotiated between the artist and his/her management representative and the District.

2003/2004

<u>Performance</u>	<u>Date</u>	<u>Amount</u>
1. Dr. Robert Haag In an all-Schubert program, Dr. Haag will perform the <i>Eight Impromptus for Piano</i> and the <i>Sonata for Piano in D Major, D.850</i> .	September 21, 2003	No Fee
2. Bernard Cooper Payable to: Steven Barclay Agency Bernard Cooper, recipient of a 2003 Guggenheim Fellowship, instructor and Art Critic for <i>Los Angeles Magazine</i> , will meet with ECC writing students and give a public presentation about his work as a writer.	September 27, 2003	\$3,000
3. Dr. Steven M. Gillon Payable to: Organization of American Historians Dr. Gillon, Carol E. Young Professor and Honors College Dean, University of Oklahoma, author and resident historian at The History Channel, will offer a history lecture, “Boomer Nation: How the Baby Boom has Shaped Modern America (for good and bad)” for our students and the community.	September 28, 2003	\$1,000
4. Leslie Monsour Payable to: Leslie Monsour This Los Angeles poet and educator will meet with ECC students and give a reading from some of her works for our students and the community.	November 9, 2003	\$1,500

B. CONFERENCE ATTENDANCE – SUMMER 2003

It is recommended that the Board approve the following conference attendance:

1. Ms. Judith Norton – MERLOT (Multimedia Educational Resource for Learning and Online Teaching) Conference, Vancouver, Canada, for the period August 4-8, 2003. Expenses will be paid from CVC grant funds and will cost approximately \$1,500.

C. REVISIONS TO CURRICULUM CHANGES – EFFECTIVE 2003-2004 ACADEMIC YEAR

It is recommended that the Board approve the curriculum corrections listed below. It should be noted that the information submitted for the change to the recommended preparation for

Agenda for the El Camino Community College District Board of Trustees
From
Student and Community Advancement
Patricia F. Caldwell, Ph.D., Vice President

	<u>Page No.</u>
A. Community Education – Fall 2003.....	1, 2-11
B. Cheerleading Camp.....	1
C. Revised El Camino Community College District School Calendar 2004/2005.....	1, 12
D. Temporary Casuals Employment.....	1, 13-18

A. COMMUNITY EDUCATION – Fall 2003

for It is recommended that the Board approve the following Community Education courses for the Fall 2003 Community Education Program as shown on pages 2 through 11. It is further recommended that payment to the instructor for the classes be based on specifications in the contract. The selection option is negotiated with the instructor or trainer and is spelled out in each individual's contract. The options are: 1) A 50-50 split of revenue collected from student enrollments after a 30% overhead fee is deducted from the gross amount of enrollment fees collected; 2) A percentage split of revenue; or 3) An hourly rate deemed appropriate by mutual agreement.

B. CHEERLEADING CAMP

It is recommended that the Board approve participation of the El Camino College Cheerleaders at the University of California at Santa Barbara Annual Cheerleader/Dance Team Training Camp, August 11-14, 2003, Santa Barbara, California. Each student will pay their own expenses for attending the camp. Ms. Sacha Bryant, Pep Squad Director:

Jenna Alarcon, Marisol Barraza, Selina Beasley, Maria Bernaldez, Andrenaye Brown
Jason Brown, Quatina Burt, Kerry Caya, Genise Gomez, Haidee Jonas, Hazuki Miya
Hazel Palacios, Carlos Perez, Gabriel Perez, Sheree Pitts, Sarah Schuster, Maryhelen Soto
Shirley Vasquez, Amber Ward

C. REVISED EL CAMINO COMMUNITY COLLEGE DISTRICT SCHOOL CALENDAR 2004-2005

It is recommended that the Board approve the a change in the El Camino Community College District School Calendar for 2004/2005. The starting date for Fall 2004 will be August 28, rather than September 4, 2004, as shown on page 12.

D. TEMPORARY CASUALS EMPLOYMENT

It is recommended that the Board authorize employment of the following temporary Casual employees, subject to funding, as shown on pages 13 through 18.

Community
Education-Fall
2003

**indicates ECC employee

Title	Instructor	Rate of Pay	#mtgs	First	Day	Start	End	Add'l Date s	Room
Yoga 4 Health/Relax (Beg)	Anderson, David	50/50	6	1/10	Sat	10:30 AM	12:00 PM	thru 2/14	PE2
Yoga 4 Health/Relax (Beg)	Anderson, David	50/50	12	9/27	Sat	10:30 AM	12:00 PM	thru 12/20	PE2
Leadership Skills for Mgrs-AMA	Barnes, Hughie	\$40/hr+ \$5stu	5	10/23	Thur	6:30 PM	9:30 PM	thru 11/20	Socs210
Watercolor Painting	Beuoy, Jean	\$23/hr	9	9/27	Sat	9:00 AM	11:30 AM	thru 11/22	Artb215
HT Become a Spl Event/Wedding Planner	Binder, Farla	Variable % Split of Revenue	1	9/30	Tues	6:30 PM	9:30 PM		Socs210
Stress-Free Entertaining 4 Holidays	Binder, Farla	Variable % Split of Revenue	1	11/6	Thur	6:30 PM	9:30 PM		Socs204
Weekend Warriors	Charles, Joe	Variable % Split of Revenue	4	1/10	Sat	11:00 AM	12:00 PM	thru 1/31	Columbia Park
GI Joe Bootcamp	Charles, Joe	Variable % Split of Revenue	20	1/13	TTh	6:00 AM	7:00 AM	thru 3/16	Columbia Park
GI Joe Bootcamp	Charles, Joe	Variable % Split of Revenue	20	1/13	TTh	8:00 AM	9:00 AM	thru 3/16	Columbia Park
GI Joe Bootcamp	Charles, Joe	Variable % Split of Revenue	20	1/13	TTh	6:00 PM	7:00 PM	thru 3/16	Columbia Park
GI Joe Bootcamp	Charles, Joe	Variable % Split of Revenue	20	9/23	TTh	6:00 AM	7:00 AM	thru 12/2	Columbia Park
GI Joe Bootcamp	Charles, Joe	Variable % Split of Revenue	20	9/23	TTh	8:00 AM	9:00 AM	thru 12/2	Columbia Park
GI Joe Bootcamp	Charles, Joe	Variable % Split of Revenue	20	9/23	TTh	6:00 PM	7:00 PM	thru 12/2	Columbia Park
Weekend Warriors	Charles, Joe	Variable % Split of Revenue	4	9/27	Sat	11:00 AM	12:00 PM	thru 10/18	Columbia Park
Weekend Warriors	Charles, Joe	Variable % Split of Revenue	4	10/25	Sat	11:00 AM	12:00 PM	thru 11/15	Columbia Park
Dealing w/Anger: A Healthy Approach	Collins, Beverly	50/50	1	10/6	Mon	6:30 PM	9:30 PM		Socs109
Healing Power of Essential Oils	Collins, Beverly	50/50	3	10/15	Wed	6:30 PM	9:30 PM	thru 10/29	Adm202
A to Z Grantwriting	Ed 2 Go	Variable % Split of Revenue	12	9/17	W,F			thru 10/24	online
Accounting Fundamentals	Ed 2 Go	Variable % Split of Revenue	12	9/17	W,F			thru 10/24	online
Admin Asst Fundamentals	Ed 2 Go	Variable % Split of Revenue	12	9/17	W,F			thru 10/24	online
Advanced A+ Certification Prep	Ed 2 Go	Variable % Split of Revenue	12	9/17	W,F			thru 10/24	online
Basic A+ Certification Prep	Ed 2 Go	Variable % Split of Revenue	12	9/17	W,F			thru 10/24	online
Beginning Braille	Ed 2 Go	Variable % Split of Revenue	12	9/17	W,F			thru 10/24	online
Beginning Conv. French	Ed 2 Go	Variable % Split of Revenue	12	9/17	W,F			thru 10/24	online
C++ for the Absolute Beginner	Ed 2 Go	Variable % Split of Revenue	12	9/17	W,F			thru 10/24	online
Creating Small/Home Ofc Ntwk	Ed 2 Go	Variable % Split of Revenue	12	9/17	W,F			thru 10/24	online
Creating Web Pages	Ed 2 Go	Variable % Split of Revenue	12	9/17	W,F			thru 10/24	online
Debt Elimination Techniques	Ed 2 Go	Variable % Split of Revenue	12	9/17	W,F			thru 10/24	online

Title	Instructor	Rate of Pay	#mtgs	First	Day	Start	End	Add'l Dates	Room
Digital Photography Output!	Ed 2 Go	Variable % Split of Revenue	12	9/17	W,F			thru 10/24	Online
Discover Digital Photo	Ed 2 Go	Variable % Split of Revenue	12	9/17	W,F			thru 10/24	online
Fund of Supv & Mngt 1	Ed 2 Go	Variable % Split of Revenue	12	9/17	W,F			thru 10/24	online
Fund of Supv & Mngt 2	Ed 2 Go	Variable % Split of Revenue	12	9/17	W,F			thru 10/24	online
Fund. Of Technical Writing	Ed 2 Go	Variable % Split of Revenue	12	9/17	W,F			thru 10/24	online
Get Paid to Travel	Ed 2 Go	Variable % Split of Revenue	12	9/17	W,F			thru 10/24	online
Intermediate A+ Cert. Prep	Ed 2 Go	Variable % Split of Revenue	12	9/17	W,F			thru 10/24	online
Intermediate Networking	Ed 2 Go	Variable % Split of Revenue	12	9/17	W,F			thru 10/24	online
Intro to Adobe Premiere 6	Ed 2 Go	Variable % Split of Revenue	12	9/17	W,F			thru 10/24	online
Intro to Computer Game Industry	Ed 2 Go	Variable % Split of Revenue	12	9/17	W,F			thru 10/24	online
Intro to Networking	Ed 2 Go	Variable % Split of Revenue	12	9/17	W,F			thru 10/24	online
Intro to QuickBooks	Ed 2 Go	Variable % Split of Revenue	12	9/17	W,F			thru 10/24	online
Introduction to Dreamweaver 4	Ed 2 Go	Variable % Split of Revenue	12	9/17	W,F			thru 10/24	online
Introduction to Oracle	Ed 2 Go	Variable % Split of Revenue	12	9/17	W,F			thru 10/24	online
Introduction to SQL	Ed 2 Go	Variable % Split of Revenue	12	9/17	W,F			thru 10/24	online
Introduction to XML	Ed 2 Go	Variable % Split of Revenue	12	9/17	W,F			thru 10/24	online
Medical Terminology	Ed 2 Go	Variable % Split of Revenue	12	9/17	W,F			thru 10/24	online
Speed Spanish	Ed 2 Go	Variable % Split of Revenue	12	9/17	W,F			thru 10/24	online
Start & Operate Home-Based Bus	Ed 2 Go	Variable % Split of Revenue	12	9/17	W,F			thru 10/24	online
Stocks, Bonds, Investing: Oh, My!	Ed 2 Go	Variable % Split of Revenue	12	9/17	W,F			thru 10/24	online
Travel Writing	Ed 2 Go	Variable % Split of Revenue	12	9/17	W,F			thru 10/24	online
Understanding Alzheimer's Disease	Ed 2 Go	Variable % Split of Revenue	12	9/17	W,F			thru 10/24	online
Write Like a Pro	Ed 2 Go	Variable % Split of Revenue	12	9/17	W,F			thru 10/24	online
A to Z Grantwriting	Ed 2 Go	Variable % Split of Revenue	12	10/8	W,F			thru 11/14	online
Accounting Fundamentals	Ed 2 Go	Variable % Split of Revenue	12	10/8	W,F			thru 11/14	online
Admin Asst Fundamentals	Ed 2 Go	Variable % Split of Revenue	12	10/8	W,F			thru 11/14	online
Advanced A+ Certification Prep	Ed 2 Go	Variable % Split of Revenue	12	10/8	W,F			thru 11/14	online
Basic A+ Certification Prep	Ed 2 Go	Variable % Split of Revenue	12	10/8	W,F			thru 11/14	online
Beginning Braille	Ed 2 Go	Variable % Split of Revenue	12	10/8	W,F			thru 11/14	online
Beginning Conv. French	Ed 2 Go	Variable % Split of Revenue	12	10/8	W,F			thru 11/14	online
C++ for the Absolute Beginner	Ed 2 Go	Variable % Split of Revenue	12	10/8	W,F			thru 11/14	online
Creating Small/Home Ofc Ntwk	Ed 2 Go	Variable % Split of Revenue	12	10/8	W,F			thru 11/14	online
Creating Web Pages	Ed 2 Go	Variable % Split of Revenue	12	10/8	W,F			thru 11/14	online

Title	Instructor	Rate of Pay	#mtgs	First	Day	Start	End	Add'l Dates	Room
Debt Elimination Techniques	Ed 2 Go	Variable % Split of Revenue	12	10/8	W,F			thru 11/14	Online
Digital Photography Output!	Ed 2 Go	Variable % Split of Revenue	12	10/8	W,F			thru 11/14	Online
Discover Digital Photo	Ed 2 Go	Variable % Split of Revenue	12	10/8	W,F			thru 11/14	online
Fund of Supv & Mngt 1	Ed 2 Go	Variable % Split of Revenue	12	10/8	W,F			thru 11/14	online
Fund of Supv & Mngt 2	Ed 2 Go	Variable % Split of Revenue	12	10/8	W,F			thru 11/14	online
Fund. Of Technical Writing	Ed 2 Go	Variable % Split of Revenue	12	10/8	W,F			thru 11/14	online
Get Paid to Travel	Ed 2 Go	Variable % Split of Revenue	12	10/8	W,F			thru 11/14	online
Intermediate A+ Cert. Prep	Ed 2 Go	Variable % Split of Revenue	12	10/8	W,F			thru 11/14	online
Intermediate Networking	Ed 2 Go	Variable % Split of Revenue	12	10/8	W,F			thru 11/14	online
Intro to Adobe Premiere 6	Ed 2 Go	Variable % Split of Revenue	12	10/8	W,F			thru 11/14	online
Intro to Computer Game Industry	Ed 2 Go	Variable % Split of Revenue	12	10/8	W,F			thru 11/14	online
Intro to Networking	Ed 2 Go	Variable % Split of Revenue	12	10/8	W,F			thru 11/14	online
Intro to QuickBooks	Ed 2 Go	Variable % Split of Revenue	12	10/8	W,F			thru 11/14	online
Introduction to Dreamweaver 4	Ed 2 Go	Variable % Split of Revenue	12	10/8	W,F			thru 11/14	online
Introduction to Oracle	Ed 2 Go	Variable % Split of Revenue	12	10/8	W,F			thru 11/14	online
Introduction to SQL	Ed 2 Go	Variable % Split of Revenue	12	10/8	W,F			thru 11/14	online
Introduction to XML	Ed 2 Go	Variable % Split of Revenue	12	10/8	W,F			thru 11/14	online
Medical Terminology	Ed 2 Go	Variable % Split of Revenue	12	10/8	W,F			thru 11/14	online
Speed Spanish	Ed 2 Go	Variable % Split of Revenue	12	10/8	W,F			thru 11/14	online
Start & Operate Home-Based Bus	Ed 2 Go	Variable % Split of Revenue	12	10/8	W,F			thru 11/14	online
Stocks, Bonds, Investing: Oh, My!	Ed 2 Go	Variable % Split of Revenue	12	10/8	W,F			thru 11/14	online
Travel Writing	Ed 2 Go	Variable % Split of Revenue	12	10/8	W,F			thru 11/14	online
Understanding Alzheimer's Disease	Ed 2 Go	Variable % Split of Revenue	12	10/8	W,F			thru 11/14	online
Write Like a Pro	Ed 2 Go	Variable % Split of Revenue	12	10/8	W,F			thru 11/14	online
A to Z Grantwriting	Ed 2 Go	Variable % Split of Revenue	12	11/5	W,F			thru 12/12	online
Accounting Fundamentals	Ed 2 Go	Variable % Split of Revenue	12	11/5	W,F			thru 12/12	online
Admin Asst Fundamentals	Ed 2 Go	Variable % Split of Revenue	12	11/5	W,F			thru 12/12	online
Advanced A+ Certification Prep	Ed 2 Go	Variable % Split of Revenue	12	11/5	W,F			thru 12/12	online
Basic A+ Certification Prep	Ed 2 Go	Variable % Split of Revenue	12	11/5	W,F			thru 12/12	online
Beginning Braille	Ed 2 Go	Variable % Split of Revenue	12	11/5	W,F			thru 12/12	online
Beginning Conv. French	Ed 2 Go	Variable % Split of Revenue	12	11/5	W,F			thru 12/12	online
C++ for the Absolute Beginner	Ed 2 Go	Variable % Split of Revenue	12	11/5	W,F			thru 12/12	online

Title	Instructor	Rate of Pay	#mtgs	First	Day	Start	End	Add'l Dates	Room
Creating Small/Home Ofc Ntwk	Ed 2 Go	Variable % Split of Revenue	12	11/5	W,F			thru 12/12	Online
Creating Web Pages	Ed 2 Go	Variable % Split of Revenue	12	11/5	W,F			thru 12/12	Online
Debt Elimination Techniques	Ed 2 Go	Variable % Split of Revenue	12	11/5	W,F			thru 12/12	online
Digital Photography Output!	Ed 2 Go	Variable % Split of Revenue	12	11/5	W,F			thru 12/12	online
Discover Digital Photo	Ed 2 Go	Variable % Split of Revenue	12	11/5	W,F			thru 12/12	online
Fund of Supv & Mngt 1	Ed 2 Go	Variable % Split of Revenue	12	11/5	W,F			thru 12/12	Online
Fund of Supv & Mngt 2	Ed 2 Go	Variable % Split of Revenue	12	11/5	W,F			thru 12/12	online
Fund. Of Technical Writing	Ed 2 Go	Variable % Split of Revenue	12	11/5	W,F			thru 12/12	online
Get Paid to Travel	Ed 2 Go	Variable % Split of Revenue	12	11/5	W,F			thru 12/12	online
Intermediate A+ Cert. Prep	Ed 2 Go	Variable % Split of Revenue	12	11/5	W,F			thru 12/12	online
Intermediate Networking	Ed 2 Go	Variable % Split of Revenue	12	11/5	W,F			thru 12/12	online
Intro to Adobe Premiere 6	Ed 2 Go	Variable % Split of Revenue	12	11/5	W,F			thru 12/12	online
Intro to Computer Game Industry	Ed 2 Go	Variable % Split of Revenue	12	11/5	W,F			thru 12/12	online
Intro to Networking	Ed 2 Go	Variable % Split of Revenue	12	11/5	W,F			thru 12/12	online
Intro to QuickBooks	Ed 2 Go	Variable % Split of Revenue	12	11/5	W,F			thru 12/12	online
Introduction to Dreamweaver 4	Ed 2 Go	Variable % Split of Revenue	12	11/5	W,F			thru 12/12	online
Introduction to Oracle	Ed 2 Go	Variable % Split of Revenue	12	11/5	W,F			thru 12/12	online
Introduction to SQL	Ed 2 Go	Variable % Split of Revenue	12	11/5	W,F			thru 12/12	online
Introduction to XML	Ed 2 Go	Variable % Split of Revenue	12	11/5	W,F			thru 12/12	online
Medical Terminology	Ed 2 Go	Variable % Split of Revenue	12	11/5	W,F			thru 12/12	online
Speed Spanish	Ed 2 Go	Variable % Split of Revenue	12	11/5	W,F			thru 12/12	online
Start & Operate Home-Based Bus	Ed 2 Go	Variable % Split of Revenue	12	11/5	W,F			thru 12/12	online
Stocks, Bonds, Investing: Oh, My!	Ed 2 Go	Variable % Split of Revenue	12	11/5	W,F			thru 12/12	online
Travel Writing	Ed 2 Go	Variable % Split of Revenue	12	11/5	W,F			thru 12/12	online
Understanding Alzheimer's Disease	Ed 2 Go	Variable % Split of Revenue	12	11/5	W,F			thru 12/12	online
Write Like a Pro	Ed 2 Go	Variable % Split of Revenue	12	11/5	W,F			thru 12/12	online
A to Z Grantwriting	Ed 2 Go	Variable % Split of Revenue	12	12/10	W,F			thru 1/16	online
Accounting Fundamentals	Ed 2 Go	Variable % Split of Revenue	12	12/10	W,F			thru 1/16	online
Admin Asst Fundamentals	Ed 2 Go	Variable % Split of Revenue	12	12/10	W,F			thru 1/16	online
Advanced A+ Certification Prep	Ed 2 Go	Variable % Split of Revenue	12	12/10	W,F			thru 1/16	online
Basic A+ Certification Prep	Ed 2 Go	Variable % Split of Revenue	12	12/10	W,F			thru 1/16	online
Beginning Braille	Ed 2 Go	Variable % Split of Revenue	12	12/10	W,F			thru 1/16	online

Title	Instructor	Rate of Pay	#mtgs	First	Day	Start	End	Add'l Dates	Room
Beginning Conv. French	Ed 2 Go	Variable % Split of Revenue	12	12/10	W,F			thru 1/16	Online
C++ for the Absolute Beginner	Ed 2 Go	Variable % Split of Revenue	12	12/10	W,F			thru 1/16	online
Creating Small/ Home Ofc Ntwk	Ed 2 Go	Variable % Split of Revenue	12	12/10	W,F			thru 1/16	online
Creating Web Pages	Ed 2 Go	Variable % Split of Revenue	12	12/10	W,F			thru 1/16	online
Debt Elimination Techniques	Ed 2 Go	Variable % Split of Revenue	12	12/10	W,F			thru 1/16	online
Digital Photography Output!	Ed 2 Go	Variable % Split of Revenue	12	12/10	W,F			thru 1/16	online
Discover Digital Photo	Ed 2 Go	Variable % Split of Revenue	12	12/10	W,F			thru 1/16	online
Fund of Supv & Mngt 1	Ed 2 Go	Variable % Split of Revenue	12	12/10	W,F			thru 1/16	online
Fund of Supv & Mngt 2	Ed 2 Go	Variable % Split of Revenue	12	12/10	W,F			thru 1/16	Online
Fund. Of Technical Writing	Ed 2 Go	Variable % Split of Revenue	12	12/10	W,F			thru 1/16	online
Get Paid to Travel	Ed 2 Go	Variable % Split of Revenue	12	12/10	W,F			thru 1/16	online
Intermediate A+ Cert. Prep	Ed 2 Go	Variable % Split of Revenue	12	12/10	W,F			thru 1/16	online
Intermediate Networking	Ed 2 Go	Variable % Split of Revenue	12	12/10	W,F			thru 1/16	online
Intro to Adobe Premiere 6	Ed 2 Go	Variable % Split of Revenue	12	12/10	W,F			thru 1/16	online
Intro to Computer Game Industry	Ed 2 Go	Variable % Split of Revenue	12	12/10	W,F			thru 1/16	online
Intro to Networking	Ed 2 Go	Variable % Split of Revenue	12	12/10	W,F			thru 1/16	online
Intro to QuickBooks	Ed 2 Go	Variable % Split of Revenue	12	12/10	W,F			thru 1/16	online
Introduction to Dreamweaver 4	Ed 2 Go	Variable % Split of Revenue	12	12/10	W,F			thru 1/16	online
Introduction to Oracle	Ed 2 Go	Variable % Split of Revenue	12	12/10	W,F			thru 1/16	online
Introduction to SQL	Ed 2 Go	Variable % Split of Revenue	12	12/10	W,F			thru 1/16	online
Introduction to XML	Ed 2 Go	Variable % Split of Revenue	12	12/10	W,F			thru 1/16	online
Medical Terminology	Ed 2 Go	Variable % Split of Revenue	12	12/10	W,F			thru 1/16	online
Speed Spanish	Ed 2 Go	Variable % Split of Revenue	12	12/10	W,F			thru 1/16	online
Start & Operate Home-Based Bus	Ed 2 Go	Variable % Split of Revenue	12	12/10	W,F			thru 1/16	online
Stocks, Bonds, Investing: Oh, My!	Ed 2 Go	Variable % Split of Revenue	12	12/10	W,F			thru 1/16	online
Travel Writing	Ed 2 Go	Variable % Split of Revenue	12	12/10	W,F			thru 1/16	online
Understanding Alzheimer's Disease	Ed 2 Go	Variable % Split of Revenue	12	12/10	W,F			thru 1/16	online
Write Like a Pro	Ed 2 Go	Variable % Split of Revenue	12	12/10	W,F			thru 1/16	online
TBD	Ed 2 Go	Variable % Split of Revenue	12	TBD	W,F				online
TBD	Ed 2 Go	Variable % Split of Revenue	12	TBD	W,F				online
TBD	Ed 2 Go	Variable % Split of Revenue	12	TBD	W,F				online
TBD	Ed 2 Go	Variable % Split of Revenue	12	TBD	W,F				online
TBD	Ed 2 Go	Variable % Split of Revenue	12	TBD	W,F				online
TBD	Ed 2 Go	Variable % Split of Revenue	12	TBD	W,F				online
TBD	Ed 2 Go	Variable % Split of Revenue	12	TBD	W,F				online

Title	Instructor	Rate of Pay	#mtgs	First	Day	Start	End	Add'l Dates	Room
TBD	Ed 2 Go	Variable % Split of Revenue	12	TBD	W,F				Online
TBD	Ed 2 Go	Variable % Split of Revenue	12	TBD	W,F				online
TBD	Ed 2 Go	Variable % Split of Revenue	12	TBD	W,F				online
TBD	Ed 2 Go	Variable % Split of Revenue	12	TBD	W,F				online
TBD	Ed 2 Go	Variable % Split of Revenue	12	TBD	W,F				online
TBD	Ed 2 Go	Variable % Split of Revenue	12	TBD	W,F				online
TBD	Ed 2 Go	Variable % Split of Revenue	12	TBD	W,F				online
TBD	Ed 2 Go	Variable % Split of Revenue	12	TBD	W,F				online
TBD	Ed 2 Go	Variable % Split of Revenue	12	TBD	W,F				online
TBD	Ed 2 Go	Variable % Split of Revenue	12	TBD	W,F				online
TBD	Ed 2 Go	Variable % Split of Revenue	12	TBD	W,F				online
TBD	Ed 2 Go	Variable % Split of Revenue	12	TBD	W,F				online
TBD	Ed 2 Go	Variable % Split of Revenue	12	TBD	W,F				online
TBD	Ed 2 Go	Variable % Split of Revenue	12	TBD	W,F				online
TBD	Ed 2 Go	Variable % Split of Revenue	12	TBD	W,F				online
TBD	Ed 2 Go	Variable % Split of Revenue	12	TBD	W,F				online
Journals and General Ledger	Farmer, Kevin	50/50	1	9/30	Tues	6:30 PM	9:30 PM		Artb317
Income Stmt Analysis	Farmer, Kevin	50/50	1	10/7	Tues	6:30 PM	9:30 PM		Artb317
Balance Sheet Analysis	Farmer, Kevin	50/50	1	10/14	Tues	6:30 PM	9:30 PM		Artb317
Finance/Acctg Non-Fin Mgrs	Udo, Kingsley	\$40hr+\$5 stu	5	10/16	Thur	6:30 PM	9:30 PM	thru 11/13	MU209
Financial Strat/Successful Retire	Garvin, Calvin	50/50	3	10/28	Tues	6:00 PM	9:00 PM	thru 11/11	Socs108
Financial Strat/Successful Retire	Garvin, Calvin	50/50	3	10/30	Thur	6:00 PM	9:00 PM	thru 11/13	Socs112
Financial Strat/Successful Retire	Garvin, Calvin	50/50	2	11/1	Sat	9:00 AM	2:30 PM	11/8	Socs112
Intro to Multimedia	Gates College	Variable % Split of Revenue	6	9/22	MW	6:00 PM	9:30 PM	thru 10/8	GatesClg
Intro to Adobe Illustrator	Gates College	Variable % Split of Revenue	6	10/7	TTh	6:00 PM	9:30 PM	thru 10/23	GatesClg
Intro to Adobe Illustrator	Gates College	Variable % Split of Revenue	6	10/27	MW	6:00 PM	9:30 PM	thru 11/12	GatesClg
Intro to QuarkXPress	Gates College	Variable % Split of Revenue	6	10/28	TTh	6:00 PM	9:30 PM	thru 11/13	GatesClg
Implementing MS Win 2000 Server	Gates College	Variable % Split of Revenue	12	10/28	TTh	6:15 PM	10:30 PM	thru 12/9; n/c 11/27	GatesClg
Intro to QuarkXPress	Gates College	Variable % Split of Revenue	6	11/17	MW	6:00 PM	9:30 PM	thru 12/3	GatesClg
Intro to Multimedia	Gates College	Variable % Split of Revenue	6	11/18	TTh	6:00 PM	9:30 PM	thru 12/9; n/c 11/27	GatesClg
Hypnotherapy as a Career	Genco, Frank	50/50	10	9/24	Wed	7:00 PM	10:00 PM	thru 12/3 no class 11/26	Socs203
Self-Hyp Speed Up Learning Process	Genco, Frank	50/50	1	10/16	Thur	7:00 PM	10:00 PM		Socs112

Title	Instructor	Rate of Pay	#mtgs	First	Day	Start	End	Add'l Dates	Room
Self-Hyp Stress Mgmt/Relaxation	Genco, Frank	50/50	1	10/23	Thur	7:00 PM	10:00 PM		Socs112
Professional Mediator Course	Georgen, Pearl	50/50	4	9/20	Sat	9:00 AM	4:00 PM	9/27, 10/4, 10/11	SS108
Neg1: Art of Getting What you Want	Georgen, Pearl	50/50	1	9/22	Mon	6:30 PM	9:30 PM		Artb317
Neg2:How to Talk, What to Say	Georgen, Pearl	50/50	1	9/29	Mon	6:30 PM	9:30 PM		Artb317
Neg3: Mastery of the Art	Georgen, Pearl	50/50	1	10/6	Mon	6:30 PM	9:30 PM		Artb317
Neg4: Resolving Critical Issues	Georgen, Pearl	50/50	1	10/13	Mon	6:30 PM	9:30 PM		Artb317
Neg5: Secrets of Effective Persuasion	Georgen, Pearl	50/50	1	10/20	Mon	6:30 PM	9:30 PM		Artb317
Neg6: Power Strategies	Georgen, Pearl	50/50	1	10/27	Mon	6:30 PM	9:30 PM		Artb317
Neg7: Putting it all together	Georgen, Pearl	50/50	1	11/3	Mon	6:30 PM	9:30 PM		Artb317
Keyboards Kool & Kwik	Hardman, Patrick	50/50	1	9/27	Sat	9:00 AM	12:00 PM		Bus5
Instant Piano	Hardman, Patrick	50/50	1	9/27	Sat	1:00 PM	4:00 PM		Bus5
HT Be Your Own Private Investigator	Harriger, Jim	50/50	1	9/30	Tues	6:30 PM	9:30 PM		Socs108
HT Manage Conflict in the Org	Harris, Shirley	\$40/hr+\$5stu	5	9/30	Tues	6:30 PM	9:30 PM	thru 10/28	MU202
Healing Power of Writing	Harris, Shirley	50/50	1	10/1	Wed	6:30 PM	9:30 PM		MU211
Spv Series: Intro to Supervision	Harris, Shirley	50/50	1	10/8	Wed	6:30 PM	9:30 PM		MU207
Spv Series: Effective Comm	Harris, Shirley	50/50	1	10/15	Wed	6:30 PM	9:30 PM		MU207
Spv Series: Performance Mgmt	Harris, Shirley	50/50	1	10/22	Wed	6:30 PM	9:30 PM		MU207
SAT Prep	Hines, Fred	\$29/hr	4	10/4	Sat	10:00 AM	1:00 PM	thru 10/25	Socs111
2-Day Film School Crash Course	Hollywood Film Inst	50/50	2	10/4	SSu	9:00 AM	6:00 PM	10/5	offcampus-Santa Monica
2-Day Film School Crash Course	Hollywood Film Inst	50/50	2	12/6	SSu	9:00 AM	6:00 PM	12/7	offcampus-Santa Monica
Small Bus: Getting Started	J & B Financial	50/50	1	9/23	Tues	6:30 PM	9:30 PM		Artb307
Small Bus: Operations/Mgmt	J & B Financial	50/50	1	9/30	Tues	6:30 PM	9:30 PM		Artb307
Small Bus: Planning for Success	J & B Financial	50/50	1	10/7	Tues	6:30 PM	9:30 PM		Artb307
Small Bus: Mktg, Sales, Promo	J & B Financial	50/50	1	10/14	Tues	6:30 PM	9:30 PM		Artb307
Small Bus: Finances/Record Keeping	J & B Financial	50/50	1	10/21	Tues	6:30 PM	9:30 PM		Artb307
HT Buy Home/Prop at Discount	Jensen, Jeff	50/50	1	10/11	Sat	9:30 AM	4:30 PM		Socs110
Write to Get Published Now	Jensen, Jeff	50/50	1	10/18	Sat	9:30 PM	3:30 PM		Socs109
How to Publish Your Book	Johnson, Belma	50/50	1	11/15	Sat	10:00 AM	3:00 PM		Socs104
Identify/Develop Prof Image/Presence	Koze, John	\$60/hr	1	10/9	Thur	6:30 PM	9:30 PM		MU205

Title	Instructor	Rate of Pay	#mtgs	First	Day	Start	End	Add'l Dates	Room
Making Time 4 Time Management	Koze, John	\$60/hr	1	10/16	Thur	6:30 PM	9:30 PM		MU205
Discovering Leadership Style	Koze, John	\$60/hr	1	10/23	Thur	6:30 PM	9:30 PM		MU205
Strategies 4 Setting/Ach Goals	Koze, John	\$60/hr	1	10/30	Thur	6:30 PM	9:30 PM		MU205
Tool/Tech 4 Problem Solving	Koze, John	\$60/hr	1	11/6	Thur	6:30 PM	9:30 PM		MU205
Get Ready! Get Set! Get Grants!	Levine, Janet	\$75/hr	1	10/4	Sat	9:00 AM	4:00 PM		Socs110
Real Estate Appraisal	Levitan, Les	50/50	1	10/7	Tues	7:00 PM	10:00 PM		Socs108
Life Drawing Marathons	LifePainting.Com	50/50	1	9/28	Sun	10:00 AM	5:00 PM		Artb205, 09
Life Drawing Marathons	LifePainting.Com	50/50	1	10/26	Sun	10:00 AM	5:00 PM		Artb205, 09
Life Drawing Marathons	LifePainting.Com	50/50	1	11/23	Sun	10:00 AM	5:00 PM		Artb205, 09
Life Drawing Marathons	LifePainting.Com	50/50	1	1/25	Sun	10:00 AM	5:00 PM		Artb205, 09
Tai Chi	Liu, Benny	50/50	5	1/17	Sat	9:00 AM	10:15 AM	thru 2/14	PE233
Tai Chi	Liu, Benny	50/50	5	9/27	Sat	9:00 AM	10:15 AM	thru 10/25	PE233
Yoga 4 Health/Relax (Interm)	Market, Simone	50/50	12	1/10	Sat	9:00 AM	10:15 PM	thru 2/14	PE2
Yoga 4 Health/Relax (Interm)	Market, Simone	50/50	12	9/27	Sat	9:00 AM	10:15 PM	thru 12/20 ; not 11/29	PE2
Let's Spell It Right	Memory School	50% not <\$250	1	11/15	Sat	9:00 AM	12:00 PM		Socs108
Memory Power & Study Skills	Memory School	50% not <\$250	1	11/15	Sat	1:00 PM	4:00 PM		Socs108
Intro to PhotoShop 7.0	Mobile-Act LLC	50/50	2	10/4	Sat	9:00 AM	2:30 PM	10/11	Tech251
Flash MX-An Introduction	Mobile-Act LLC	50/50	1	10/18	Sat	9:00 AM	4:00 PM		Bus10
Intro to Dreamweaver MX	Mobile-Act LLC	50/50	1	10/25	Sat	9:00 AM	4:00 PM		Bus10
Health Info Mngt Night	Moore, Jo	\$50/hr	1	9/16	Tues	6:30 PM	8:30 PM		Socs108
Medical Terminology	Moore, Jo	\$50/hr	6	9/23	T,Th	6:30 PM	9:30 PM	thru 10/9	Socs204
Medical Billing & Reimbursement	Moore, Jo	\$50/hr	4	9/28	Sun	9:00 AM	4:00 PM	thru 10/19	Socs104
BiomedSci1:Anatomy , Physiology	Moore, Jo	\$50/hr	8	10/14	T,Th	6:30 PM	9:30 PM	thru 11/6	Socs204
Medical Coding & Compl 1	Moore, Jo	\$50/hr	4	10/26	Sun	9:00 AM	4:00 PM	thru 11/16	Socs104
BiomedSci2:Patho/Disease, Pharm	Moore, Jo	\$50/hr	8	11/11	T,Th	6:30 PM	9:30 PM	thru 12/11 , n/c 11/27	Socs204
HT Become a Mystery Shopper	Moran, Elaine	50/50	1	11/8	Sat	10:00 AM	4:00 PM		Socs110
Short Story Workshop	Mor-Barak, Shunit	50/50	6	9/29	Mon	6:30 PM	9:30 PM	thru 11/3	Musi209
Belly Dancing-Mixed Levels	Nakano, Jeanne	Variable %Split of Revenue	5	1/17	Sat	10:30 AM	12:00 PM	thru 2/14	PE233
Belly Dancing-Mixed Levels	Nakano, Jeanne	Variable% Split of Revenue	5	9/27	Sat	10:30 AM	12:00 PM	thru 10/25	PE233

Title	Instructor	Rate of Pay	#mtgs	First	Day	Start	End	Add'l Dates	Room
Belly Dancing-Mixed Levels	Nakano, Jeanne	Variable % Split of Revenue	5	11/8	Sat	10:30 AM	12:00 PM	thru 12/13;n oclass1 1/29	PE233
Become a Notary Public in 8 hours	Notary Public Seminars	50/50	3	10/21	T,Th	6:30 PM	9:30 PM	10/23; 10/25 9-11am	Socs210
Become Cert. Loan Sign Agent	Notary Public Seminars	50/50	1	10/26	Sun	9:00 AM	4:00 PM		Socs210
The Artist's Palette	Quagliozi, Lisa	\$35/hr	5	9/25	Thur	6:30 PM	9:30 PM	thru 10/23	Artb211
Landscape Painting	Quagliozi, Lisa	\$35/hr	5	9/28	Sun	10:00 AM	1:00 PM	thru 10/26	ArtPatioEast
Illustration & the Imagination	Quagliozi, Lisa	\$35/hr	4	10/30	Thur	6:30 PM	9:30 PM	thru 11/20	Artb211
Earn Big \$\$/Freelance Bookkeeping	Railsback, Sherrie	50/50	1	10/7	Tues	6:30 PM	9:30 PM		Socs203
HT Talk to Practically Anybody	Railsback, Sherrie	50/50	1	10/27	Mon	6:30 PM	9:30 PM		Socs109
HTPurchase Govt. 4closures...	Retzer, Greg	50/50	1	10/5	Sun	9:00 AM	4:30 PM	opt tour 4:30-5:30	Bus2
Floristry Training-Course 1	Rodriguez, Roxana	50/50	9	10/4	Sat	9:00 AM	12:30 PM	thru 12/13; n/c 11/8, 29	Art15
Stock Market Fundamentals	Schuchard, Ken	50/50	4	10/1	Wed	6:30 PM	8:30 PM	thru 10/22	Artb350
Reading & Math Clinics	So. Calif. Reading & Math Clinic	Variable % Split of Revenue	4	9/8	M-Th	3:30 PM	5:30 PM	thru 10/2	1455 Crenshaw #200
Reading & Math Clinics	So. Calif. Reading & Math Clinic	Variable % Split of Revenue	4	9/8	M-Th	5:30 PM	7:30 PM	thru 10/2	1455 Crenshaw #200
Reading & Math Clinics	So. Calif. Reading & Math Clinic	Variable % Split of Revenue	4	10/6	M-Th	3:30 PM	5:30 PM	thru 10/30	1455 Crenshaw #200
Reading & Math Clinics	So. Calif. Reading & Math Clinic	Variable % Split of Revenue	4	10/6	M-Th	5:30 PM	7:30 PM	thru 10/30	1455 Crenshaw #200
Reading & Math Clinics	So. Calif. Reading & Math Clinic	Variable % Split of Revenue	4	11/3	M-Th	3:30 PM	5:30 PM	thru 12/4; n/c 11/24-27	1455 Crenshaw #200
Reading & Math Clinics	So. Calif. Reading & Math Clinic	Variable % Split of Revenue	4	11/3	M-Th	5:30 PM	7:30 PM	thru 12/4; n/c 11/24-27	1455 Crenshaw #200
Reading & Math Clinics	So. Calif. Reading & Math Clinic	Variable % Split of Revenue	4	12/8	M-Th	3:30 PM	5:30 PM	thru 1/15; n/c 12/22-1/1	1455 Crenshaw #200
Reading & Math Clinics	So. Calif. Reading & Math Clinic	Variable % Split of Revenue	4	12/8	M-Th	5:30 PM	7:30 PM	thru 1/15	1455 Crenshaw #200
Woodturning Guild	Selph, Jack	50/50	10	8/3	Sun	1:00 PM	4:00 PM	1st Sun every Month	Const Tech
Sp Series: Conversation Beg 1	Shimko, Celina	50/50	6	9/23	TTh	7:00 PM	9:00 PM	thru 10/9	PE204
Sp Series: Conversation Beg 2	Shimko, Celina	50/50	6	10/14	TTh	7:00 PM	9:00 PM	thru 10/30	PE204

Title	Instructor	Rate of Pay	#mtgs	First	Day	Start	End	Add'l Dates	Room
Sp Series: Conversation Int 1	Shimko, Celina	50/50	6	11/4	TTh	7:00 PM	9:00 PM	thru 11/20	PE204
Getting Started in Digital Photography	Shoemaker, Parry	50/50	1	10/9	Thur	6:00 PM	10:00 PM		Socs112
C-BEST Prep and Review	Steiman, Henry	50/50	3	10/18	Sat	9:00 AM	4:00 PM	thru 11/1	Socs108
C-BEST Prep and Review-Math	Steiman, Henry	50/50	1	11/1	Sat	9:00 AM	4:00 PM		Socs108
Tax Prep CEUs:Taxes 4 Sml Bus	WHA Companies	50/50	3	9/27	Sat	8:00 AM	2:00 PM	10/4, 11	Socs105
Become a Cert. Tax Preparer	WHA Companies	50/50	5	11/8	Sat	8:00 AM	2:00 PM	11/15,22,12/6,13	Socs105
Debt-Free Living	Yee, Seewing	50/50	1	10/11	Sat	9:00 AM	12:30 PM		Socs109
Tax Strat/Solutions 4 Self-Empl	Yee, Seewing	50/50	1	11/1	Sat	9:00 AM	12:30 PM		Socs109

EL CAMINO COMMUNITY COLLEGE DISTRICT
SCHOOL YEAR CALENDAR
 2004-2005

JULY 2004

S	M	T	W	T	F	S
	28	29	30	1	[2]	[3]
[4]	*5	6	7	8	[9]	[10]
[11]	12	13	14	15	[16]	[17]
[18]	19	20	21	22	[23]	[24]
[25]	26	27	28	29	[30]	[31]

AUGUST 2004

S	M	T	W	T	F	S
[1]	2	3	4	5	[6]	[7]
[8]	9	10	11	12	[13]	[14]
[15]	(16)	(17)	(18)	(19)	(20)	[21]
[22]	(23)	(24)	(25)	{26}	{27}	28
29	30	31				

SEPTEMBER 2004

S	M	T	W	T	F	S
			1	2	3	4
5	*6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

OCTOBER 2004

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

NOVEMBER 2004

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	*12	13
14	15	16	17	18	19	20
21	22	23	24	*25	*26	[27]
[28]	29	30				

DECEMBER 2004

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	[18]
[9]	(20)	(21)	(22)	*23	*24	[25]
[26]	[27]	[28]	[29]	*30	*31	

JANUARY 2005

S	M	T	W	T	F	S
						[1]
[2]	(3)	(4)	5	6	7	[8]
[9]	10	11	12	13	14	[15]
[16]	*17	18	19	20	21	[22]
[23]	24	25	26	27	28	[29]
[30]	31					

FEBRUARY 2005

S	M	T	W	T	F	S
			1	2	3	4
[6]	7	8	{9}	{10}	*11	[12]
[13]	14	15	16	17	18	19
20	*21	22	23	24	25	26
27	28					

MARCH 2005

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

APRIL 2005

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	(11)	(12)	(13)	(14)	(15)
[16]	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

MAY 2005

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	*30	31			

JUNE 2005

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

G.	Spring	Flex Days	Summer 1	Summer 2	Winter Session	No Classes
----	--------	-----------	----------	----------	----------------	------------

{ } - Staff Development Flex Days – Campus Remains Open – Classes not in session

[] - Campus Closed

[*] - Holidays (Management, Faculty, Staff, Students)

() -Campus Remains Open – Classes not in session

Board Approved: July 21, 2003, Amended August 18, 2003

August 18, 2003

Student and Community Advancement – Page 12

TEMPORARY CASUALS EMPLOYEES

1. Mary Ahmadian--Tutor IV, \$11.50 per hour, Monday through Friday (varies) 8:00 a.m. to 6:00 p.m. (varies) effective August 19, 2003, through June 30, 2004, EOPS/Counseling and Student Services, Student and Community Advancement Area, to provide tutoring services to low-skill level students, funded by EOPS funds.
2. Carlos Gomez Chaidez--Paraprofessional, \$10.00 per hour, Monday through Friday, 8:00 a.m. to 6:00 p.m. (varies) effective July 14 through September 1, 2003, CACT/Community Advancement, Student and Community Advancement Area, to participate in a machinist/engineer internship, funded by Chancellor's Office Grant.
3. Erin Cotton--Teacher's Assistant I, \$6.75 per hour, Monday through Thursday, 8:30 a.m. to noon, effective August 25, 2003, through June 30, 2004, CDC/Enrollment Services, Student and Community Advancement Area, to assist classroom teachers, funded by Department of Education, Child Development Division funds.
4. Vincent Davis--Lifeguard, \$9.00 per hour, Monday through Saturday (varies) 8:00 a.m. to 9:00 p.m. (varies) effective September 2, 2003, through June 30, 2004, Health Sciences and Athletics, Academic Affairs Area, to work as a lifeguard for the swimming classes, funded by District funds.
5. Kyle DePillo--Paraprofessional, \$10.00 per hour, Monday through Friday, 8:00 a.m. to 6:00 p.m. (varies) effective June 20 through July 28, 2003, CACT/Community Advancement, Student and Community Advancement Area, to participate in a machinist/engineer internship, funded by Chancellor's Office Grant.
6. Huong Duong--Tutor IV, \$11.50 per hour, Monday through Friday (varies) 8:00 a.m. to 6:00 p.m. (varies) effective August 19, 2003, through June 30, 2004, EOPS/Counseling and Student Services, Student and Community Advancement Area, to provide tutoring services to low-skill level students, funded by EOPS funds.
7. Alicia Foley--Lifeguard, \$9.00 per hour, Monday and Wednesday, 11:45 am to 8:30 p.m. (varies) effective September 2, 2003, through June 30, 2004, Health Sciences and Athletics, Academic Affairs Area, to work as a lifeguard for swimming classes, funded by District funds.
8. Jason Fournier--Teacher's Assistant IV, \$11.50 per hour, Tuesday, 5:00 to 10:00 p.m. (varies) effective September 2, 2003, through June 30, 2004, Natural Sciences, Academic Affairs Area, to assist astronomy instructors with night lab classes, funded by District funds.
9. Nancy Gonzalez--Program Assistant II, \$9.00 per hour, Monday through Friday, 7:45 a.m. to 4:30 p.m., effective August 19, 2003, through June 30, 2004, Bookstore, Administrative Services Area, to work as a bookstore and convenience store cashier and provide bookstore sales floor assistance, funded by District funds.

10. Joseph Haberman--Teacher's Assistant II, \$7.00 per hour, Tuesday, 5:00 to 10:00 p.m. (varies) effective September 2, 2003, through June 30, 2004, Natural Sciences, Academic Affairs Area, to assist astronomy instructors with night lab classes, funded by District funds.
11. Christina Harb--Livescan Technician II, \$10.50 per hour, Thursday and Saturday, 9 a.m. to 8:00 p.m. (varies) effective August 19, 2003, through June 30, 2004, Campus Police, Administrative Services Area, to provide livescan fingerprinting services, funded by Parking funds.
12. Christina Harb--Police Cadet I, \$8.00 per hour, Monday through Wednesday, 5:00 to 10:00 p.m., effective August 19, 2003, through June 30, 2004, Campus Police, Administrative Services Area, to work as a police cadet, funded by Parking funds.
13. Steven Hernandez--Paraprofessional, \$10.00 per hour, Monday through Friday, 8:00 a.m. to 6:00 p.m. (varies) effective June 20 through July 28, 2003, CACT/Community Advancement, Student and Community Advancement Area, to participate in a machinist/engineer internship, funded by Chancellor's Office Grant.
14. Brian Hill--Professional II, \$32.00 per hour, Monday and Saturday (varies) 7:30 a.m. to 4:30 p.m. (varies) effective September 1, 2003, through June 30, 2004, Industry and Technology, Academic Affairs Area, to provide training, expertise, leadership, and professional services for the Police Academy and Administration of Justice, funded by District funds.
15. John Hunziker--Police Communications Operator II, \$11.00 per hour, Monday through Sunday (varies) midnight to midnight (varies) effective August 19, 2003, through June 30, 2004, Campus Police, Administrative Services Area, to provide police dispatching services on call, funded by Parking funds.
16. De Ze Ray Johnson--Paraprofessional, \$13.00 per hour, Monday through Thursday, 8:00 a.m. to 4:30 p.m., effective August 19, 2003, to June 30, 2004, Counseling and Student Services, Student and Community Advancement Area, to provide clerical and front desk support to CalWORKS/CARE/EOPS, funded by CalWORKS and CARE funds.
17. Corey Kivett--Statistician-Sports, \$6.75 per hour, Monday through Friday (varies) noon to 10:00 p.m. (varies) effective September 1, 2003, through June 30, 2004, Health Sciences and Athletics, Academic Affairs Area, to work sporting events, funded by District funds.
18. Janette Kuvhenguhwa--Tutor IV, \$11.50 per hour, Monday through Friday (varies) 8:00 a.m. to 6:00 p.m. (varies) effective August 19, 2003, through June 30, 2004, EOPS/Counseling and Student Services, Student and Community Advancement Area, to provide tutoring services to low-skill level students, funded by EOPS funds.

19. Leslie Levy--Paraprofessional, \$17.00 per hour, Monday through Thursday (varies) 9:00 a.m. to 9:30 p.m. (varies) effective September 2, 2003, through June 30, 2004, Fine Arts, Academic Affairs Area, to work as a model for life drawing and painting classes, funded by District funds.
20. John Lewis--Tutor III, \$9.50 per hour, Monday through Friday (varies) 8:00 a.m. to 6:00 p.m. (varies) effective August 19, 2003, through June 30, 2004, EOPS/Counseling and Student Services, Student and Community Advancement Area, to provide tutoring services to low-skill level students, funded by EOPS funds.
21. Max Martinez--Paraprofessional, \$10.00 per hour, Monday through Friday, 8:00 a.m. to 6:00 p.m. (varies) effective August 1 through September 28, 2003, CACT/Community Advancement, Student and Community Advancement Area, to assist a manufacturing company develop its Website, funded by Chancellor's Office Grant.
22. Roycer Martinez--Paraprofessional, \$10.00 per hour, Monday through Friday, 8:00 a.m. to 6:00 p.m. (varies) effective August 1 through September 28, 2003, CACT/Community Advancement, Student and Community Advancement Area, to participate in a machinist internship, funded by Chancellor's Office Grant.
23. Gary Nelson--Professional II, \$37.00 per hour, Monday through Sunday (varies) 8:a.m. to 10:00 p.m. (varies) effective September 1, 2003, through June 30, 2004, Industry and Technology, Academic Affairs Area, to provide specialized training, expertise, leadership, and professional services for the Fire Academy, funded by division funds.
24. Justin Otsuji--Paraprofessional, \$10.00 per hour, Monday through Friday, 8:00 a.m. to 6:00 p.m. (varies) effective July 14 through September 1, 2003, CACT/Community Advancement, Student and Community Advancement Area, to participate in a machinist internship, funded by Chancellor's Office Grant.
25. Brooke Perras--Police Cadet IV, \$9.50 per hour, Monday through Friday, noon to 5:00 p.m., effective September 1, 2003 through June 30, 2004, Campus Police, Administrative Services Area, to work as a police cadet, funded by Parking funds.
26. Brooke Perras--Police Communications Operator I, \$10.00 per hour, Monday through Saturday (varies) midnight to midnight (varies) effective September 1, 2003, through June 30, 2004, Campus Police, Administrative Services Area, to provide on-call police dispatching services, funded by Parking funds.
27. Stephanie Paz--Lifeguard, \$9.00 per hour, Tuesday, Thursday, and Friday, 8:00 a.m. to 8:00 p.m. (varies) effective September 2, 2003, through June 30, 2004, Health Sciences and Athletics, Academic Affairs Area, to work as a lifeguard for swimming classes, funded by District funds.

28. Lorena Perez--Paraprofessional, \$11.00 per hour, Monday through Thursday, 8:00 a.m. to 4:30 p.m., effective August 19, 2003, through June 30, 2004, Counseling and Student Services, Student and Community Advancement Area, to assist CARE advisor, funded by EOPS and CARE funds.
29. Zachary Perlman--Program Assistant I, \$8.00 per hour, Monday through Friday, 7:45 a.m. to 4:30 p.m., effective August 19, 2003, through June 30, 2004, Bookstore, Administrative Services Area, to work in convenience stores and bookstore on the sales floor and as a cashier, funded by District funds.
30. Vanna Pham--Paraprofessional, \$15.00 per hour, Monday through Friday, 7:45 a.m. to 4:30 p.m., effective August 20, 2003, through June 30, 2004, Financial Aid, Student and Community Advancement Area, to assist the financial aid advisors, funded by District funds.
31. Aurora Reyes--Program Assistant I, \$8.00 per hour, Monday through Friday, 7:45 a.m. to 4:30 p.m., effective August 19, 2003, through June 30, 2004, Bookstore, Administrative Services Area, to work in the bookstore as a cashier and provide sales floor assistance.
32. Shirley Rogers----Teacher's Assistant I, \$6.75 per hour, Tuesday and Thursday and Friday, 8:30 a.m. to 4:00 p.m. (varies) effective August 25, 2003, through June 30, 2004, CDC/Enrollment Services, Student and Community Advancement Area, to assist classroom teachers, funded by Department of Education, Child Development Division funds.
33. Martha Rojas--Paraprofessional, \$12.50 per hour, Monday through Friday, 8:00 a.m. to 8:00 p.m. (varies) effective September 2, 2003, through June 30, 2004, Enrollment Services, Student and Community Advancement Area, to conduct review sessions for students enrolled in selected courses, funded by Title V funds.
34. Steve Schrier--Teacher's Assistant III, \$7.50 per hour, Monday, 6:00 to 10:00 p.m. (varies) effective September 2, 2003, through June 30, 2004, Natural Sciences, Academic Affairs Area, to assist astronomy instructors with night lab classes, funded by District funds.
35. Elizabeth Schwartz--Paraprofessional, \$9.50 per hour, Monday through Friday, 8:00 a.m. to 8:00 p.m. (varies) effective September 2, 2003, through June 30, 2004, Enrollment Services, Student and Community Advancement Area, to conduct review sessions for students enrolled in selected courses, funded by Title V funds.
36. Bridget Smith--Tutor III, \$9.50 per hour, Monday through Friday (varies) 8:00 a.m. to 6:00 p.m. (varies) effective August 19, 2003, through June 30, 2004, EOPS/Counseling and Student Services, Student and Community Advancement Area, to provide tutoring services to low-skill level students, funded by EOPS funds.

37. Maleika Thompson--Paraprofessional, \$12.00 per hour, Monday through Thursday, 8:00 a.m. to 1:00 p.m., effective August 19, 2003 through June 30, 2004, EOPS/Counseling and Student Services, Student and Community Advancement Area, to assist the CalWORKS placement advisor, funded by CalWORKS funds.
38. Grayr Torosyan--Paraprofessional, \$10.00 per hour, Monday through Friday, 8:00 a.m. to 6:00 p.m. (varies) effective August 1 through September 28, 2003, CACT/Community Advancement, Student and Community Advancement Area, to participate in a machinist internship, funded by Chancellor's Office Grant.
39. Jane Vigil--Tutor III, \$9.50 per hour, Monday through Friday (varies) 8:00 a.m. to 6:00 p.m. (varies) effective August 19, 2003, through June 30, 2004, EOPS/Counseling and Student Services, Student and Community Advancement Area, to provide tutoring services to low-skill level students, funded by EOPS funds.
40. Marcello Villeda--Paraprofessional, \$10.00 per hour, Monday through Friday, 8:00 a.m. to 6:00 p.m. (varies) effective August 1 through September 28, 2003, CACT/Community Advancement, Student and Community Advancement Area, to participate in a machinist internship, funded by Chancellor's Office Grant.
41. Erxiang Wang--Professional I, \$27.50 per hour, Monday through Friday, 10:00 a.m. to 4:30 p.m. (varies) effective September 2 through December 21, 2003, Mathematical Sciences, Academic Affairs Area, to supervise and coordinate the math tutoring program, funded by District funds.
42. Amanda Whitehead--Lifeguard, \$9.00 per hour, Saturday, 8:00 a.m. to 12:30 p.m., effective September 2, 2003, through June 30, 2004, Health Sciences and Athletics, Academic Affairs Area, to work as a lifeguard for the swimming classes, funded by District funds.
43. Jennifer Whitehead--Lifeguard, \$9.00 per hour, Friday, 4:00 to 6:15 p.m., effective September 2, 2003, through June 30, 2004, Health Sciences and Athletics, Academic Affairs Area, to work as a lifeguard for the swimming classes, funded by District funds.
44. Jennifer Whitehead--Paraprofessional, \$10.00 per hour, Monday through Thursday, 8:00 a.m. to 2:00 p.m., effective September 2, 2003, through June 30, 2004, Health Sciences and Athletics, Academic Affairs Area, to work as a receptionist and to hire and schedule lifeguards, funded by division funds.
45. Mike Wilson--Professional I, \$27.50 per hour, Monday and Tuesday, 5:00 a.m. to 2:00 p.m., effective July 1, 2003, through June 30, 2004, Resource Development, Student and Community Advancement Area, to tabulate survey data and prepare aggregate data reports, do institutional research, and to query Datatel for state and Federal reports, funded by District funds.

45. Richard M. Woods – Paraprofessional, \$18.50 per hour, Monday through Thursday, 12:00pm through 8:00pm and Friday, 8:00am through 4:30pm, effective August 19, 2003, Student Development/Enrollment Services, Student and Community Advancement area, provide Photo ID services, funded by Auxiliary Services funds.

Agenda for the El Camino Community College District Board of Trustees
from
Administrative Services
Victor Hanson, Vice President

	<u>Page No.</u>
A. Notice of Public Hearing	1
B. Student Representation Fee	1
C. Contracts/Personal Service Agreements Valued at \$50,000 or Higher	1
D. Amendment – Personal Service Agreement	2
E. Notice of Completion.....	2
F. Declaration of Surplus Property	2
G. Purchase Orders	10

A. NOTICE OF PUBLIC HEARING - 2003/2004 BUDGET

It is recommended that the Board of Trustees approve a public hearing to be held at the El Camino Community College District Board Room, Administration Building, on September 8, 2003, at 4 p.m.

The proposed budget will be on file and available for public inspection at the El Camino Community College District Administration Building, in the Office of the Vice President of Administrative Services, from September 2, 2003, through September 5, 2003, during regular business hours.

Additionally, on September 8, 2003, at the Board Meeting for the El Camino Community College District, the Board of Trustees will act to adopt a budget for 2003-2004 for the General Funds, Unrestricted and Restricted, Student Financial Aid Fund, Workers' Compensation Fund, Child Development Fund, Capital Outlay Projects Fund, General Obligation Bond Fund, Property and Liability Self-Insurance Fund, Dental Self-Insurance Fund, Cafeteria Fund and Bookstore Fund.

B. STUDENT REPRESENTATION FEE

It is recommended that the Board of Trustees approve the collection of a 50-cent student representation fee from all registered students each semester, effective for the Fall 2003 semester. This fee is permissible under Ed Code 76060.5 and was voted on and certified in the student election of May 9, 2003.

C. CONTRACTS/PERSONAL SERVICE AGREEMENTS VALUED AT \$50,000 OR HIGHER

It is recommended that the Board of Trustees, in accordance with Board Policy 6340, approve the District entering into the following agreements with the following contractors and that the Vice President - Administrative Services, or his designee, be authorized to execute the necessary documents.

- 1. California Manufacturing Technology Center, Contract #ET03-0237** – The El Camino College Center for Applied Competitive Technology (CACT) will act as a training partner to the CMTC as a subcontractor under the California State Employment Training Panel. Contract period 1/6/2003 – 1/5/2005. Estimated annual income: \$100,000; estimated expenses: \$57,000; estimated net: \$43,000.

- 2. California, State Employment Training Panel, Contract #ET03-0158** – The CACT to provide training courses to include training up to 400 additional company employees in production techniques, statistical process control, continuous improvement, management skills, and office automation through the ECC CACT. Contract period 10/3/02 – 10/2/2004; Contract amount: \$283,443, increase: \$222,400; contract total: \$505,843; projected cost: \$286,044; projected net: \$219,799.

3. **Los Angeles, County , Department of Health Services** – Through Paramedic Training Agreement with the District, provide instruction, instructional materials and facilities required to conduct paramedic training. Dates of Service 7/1/2003 – 6/30/2004. Cost \$500,000, account 11-55130-00-120000-1903, BPO #67620.
4. **Torrance, City of - Fire Department** - Through an agreement with the District, provide instruction, instructional materials and facilities required to conduct pre-paramedic classes. Cost \$50,000, account #11-55130-00-120000-1903. Dates of Service 7/1/03 – 6/30/04.
5. **UCLA Center for Prehospital Care** – Through an agreement with the District, provide instruction, instructional materials and facilities required to conduct pre-paramedic classes. Cost \$55,000, account #11-55130-00-120000-1903. Dates of Service 7/1/03 – 6/30/04.

D. AMENDMENT – PERSONAL SERVICE AGREEMENT

Change Personal Service Agreement to a contract. Change name from **Dean Peterson** to **Stiktech, Inc.** Contractor to provide marketing and coordination of the Specialty Beverage Certification Program, including distance education delivery and development for the CACT for the fiscal year 2003-2004. Cost \$60,000. Change account from ~~12-55133-00-709900-6471~~ to 12-55130-00-709900-6471. PO #67051. Originally Board approved June 9, 2003.

E. NOTICE OF JOB COMPLETION

It is recommended that the Board approve payment for work performed on the projects listed below. The required work has been completed in accordance with the conditions and specifications of the subject Bids and have been accepted by District Representative David Miller. Payment is to be paid as indicated below.

<u>Project Name/Vendor</u>	<u>Cost</u>
<u>Hazardous Material Removal, Science Complex</u>	\$136,570.00
Bid No. 2002-05	PO #57933

Payable to: Tri Span, Inc.
591 W. Explorer Street
Brea, CA 92821

Attn: Joe A. Araiza

F. DECLARATION OF SURPLUS PROPERTY

It is recommended that the Board of Trustees approve the appropriate disposition of the following property. Education Code Sections 81450 through 81460 and Board Policy 6550 provide the method and manner of disposal of personal property no longer required or suitable for District use.

EL CAMINO COLLEGE SURPLUS LIST
Date: 3/11/03 **Inventoried by: Ora Bryant**

ECC #	Qty.	Description	Manufacturer	Model	Serial #	Cond.
28934	1	Laptop	Toshiba	PA123OU-S6C	01763516	4
28676	1	Monitor	Apple	M3046	TY716AHV9PS	5
27945	1	Monitor	Apple	M4150	SG3310ATD21	5
29456	1	Monitor	Apple	M4681	CY7491LE6UC	5
29776	1	Monitor	Apple	M3046	SO544K35KV	4
28672	1	Monitor	Apple	M3046	TY716AGQ9PS	5
28677	1	Monitor	Apple	M3046	TY7169TO9PS	5
16546	1	Typewriter	--	IBM	--	4
18410	1	Typewriter	--	IBM	--	4
29574	1	CPU	Dell	Dimenison-XPS	--	5
29575	1	CPU	Dell	Dimenison-XPS	--	5
--	1	Copier	Sharp	SF-2022	360073Y	4
23231	1	Reader	ALOS	--	147438	4
21165	1	Calcluator	Sharp	CS2690	--	4
--	1	Calculator	Sharp	QS-2760A	7D021268	4
28482	1	Fax	Brother	1950MFC	F67658541	4
001243	1	CPU	Dell	XPSP133C	--	4
29277	1	Printer	HP	Desk Jet 540	--	4
21776	1	Cash Reg.	Sharp	--	--	4
21780	1	Cash Reg.	Sharp	--	--	4
21777	1	Cash Reg.	Sharp	--	--	4
21704	1	Cash Reg.	Sharp	--	--	4
21779	1	Cash Reg.	Sharp	--	--	4
21703	1	Cash Reg.	Sharp	--	--	4
21778	1	Cash Reg.	Sharp	--	--	4
29013	1	Printer	Sharp	--	--	4
10358	1	Dimmer	--	--	741-1025	4
10359	1	Dimmer	--	--	741-1026	4
10840	1	Control pack	--	200-101	745-1382	4
10841	1	Control pack	--	200-151	746-1381	4
10357	1	Control pack	--	200-101	741-1052	4
26236	1	Desk	--	--	--	4
40587	1	Monitor	Apple	M5521	RN0171AVJ8D	4

* **Condition:** 1 = EXCELLENT (in working order) 2 = GOOD (needs repairs)
3 = FAIR (needs minor repairs) 4 = POOR (no longer serviceable)
5 = Old and obsolete

EL CAMINO COLLEGE SURPLUS LIST

Date: 3/11/03

Inventoried by: Ora Bryant

ECC #	Qty.	Description	Manufacturer	Model	Serial #	Cond.
29695	1	Monitor	Apple	M3046	S05351HD5NP	4
29453	1	Monitor	Apple	M4681	CY7491JM6MC	5
29009	1	Printer	Epson	P930A	3HR1144832	5
40759	1	Printer laser	Epson	L2700	B4D2018269	5
29447	1	CD ROM	Apple	M3979	XB8165JBD6L	5
29451	1	CD ROM	Apple	M3979	XB8165F8D6L	5
2521	1	Projector	Telex	--	88371	5
21471	1	Projector	Telex	--	86057	5
17566	1	Projector	Singer	--	35809	5
3449	1	Duplicator	McKenzie	--	7014	5
--	13	Cash reg.	Omron	--	--	5
--	13	Slip Printer	--	--	--	5
--	12	Reg. stand	--	--	--	4
--	9	Scanner	Symbol Tech.	LS2020	--	5
2784	1	CPU	--	--	L3079826	5
--	1	Monitor	--	--	105-83120242G02	5
2786	1	CPU	--	--	2YPY038627	5
--	1	Fax	--	--	--	5
--	1	Printer	--	--	--	5
--	1	Copier	Lanier	GAW4082750	ADF315AG	5
30172	1	CPU	Dell	--	003751	5
001515	1	PC	New Tech	P2	479567	5
000277	1	PC	Tag ram	P2	0019352	5
30193	1	PC	Tag ram	P2	0019620	5
29930	1	PC	New Tech	P1	075773031961	5
28532	1	PC	Ocean	P1	101032	5
28584	1	PC	Dell	P1mmx	97KM4	5
28790	1	PC	Dell	P1	973R4	5
000311	1	PC	Dell	P1	4twtj	5
29058	1	PC	Dimension	P1	3TB8B	5
28561	1	PC	Gateway	P1	000803382	5
29048	1	PC	Ocean	P1	1705049	5
000313	1	PC	Epson	P1	0232013168	5
28577	1	PC	Digital Design	P1	None	5

* Condition: 1 = EXCELLENT (in working order) 2 = GOOD (needs repairs)
 3 = FAIR (needs minor repairs) 4 = POOR (no longer serviceable)
 5 = Old and obsolete

EL CAMINO COLLEGE SURPLUS LIST

Date: 3/11/03

Inventoried by: Ora Bryant

ECC #	Qty.	Description	Manufacturer	Model	Serial #	Cond.
28581	1	PC	MIS	P1	7852485	5
28599	1	PC	Dell	P1	97KR2	5
28575	1	PC	Dell	P1	97KNO	5
28576	1	PC	Dell	P1	97KSL	5
28580	1	PC	Dell	P1	97KNC	5
29195	1	PC	SYS	P1	521457	5
003269	1	PC	Tag ram	P2	0019020	5
28803	1	PC	New Tech	P2	479327	5
003288	1	PC	Tag ram	P2	0019083	5
003045	1	PC	Tag ram	P2	0019284	5
002648	1	PC	Tag ram	P2	0019061	5
003300	1	PC	Tag ram	P2	0019079	5
003351	1	PC	Tag ram	P2	0019251	5
005421	1	PC	Tag ram	P2	0019464	5
003279	1	PC	Tag ram	MMX	0019003	5
003290	1	PC	Tag ram	P2	0019094	5
003292	1	PC	Tag ram	P2	0019355	5
003018	1	PC	Tag ram	P2	0019254	5
003038	1	PC	Tag ram	P2	0019287	5
006418	1	PC	Tag ram	P2	0019445	5
003032	1	PC	Tag ram	P2	0019316	5
002614	1	PC	Tag ram	P2	0019020	5
006640	1	PC	Systems	MMX	None	5
29940	1	PC	Dell	XPSD266	EJLB4	5
28791	1	PC	New Tech	None	479324	5
006654	1	PC	Systems	MMX	521453	5
28840	1	PC	New Tech	MMX	479474	5
29956	1	PC	Dell	OPSD266	EJL9F	5
29596	1	PC	Dell	OPSD233	EGYC1	5
29589	1	PC	Dell	OPSD233	EGYFH	5
001599	1	Printer	IBM	Laser	None	4
000624	1	Printer	H.P.	Laser Jet 3	None	4
25729	1	Printer	Epson	FX850	None	4

* **Condition:** 1 = EXCELLENT (in working order) 2 = GOOD (needs repairs)
 3 = FAIR (needs minor repairs) 4 = POOR (no longer serviceable)
 5 = Old and obsolete

EL CAMINO COLLEGE SURPLUS LIST

Date: 3/11/03

Inventoried by: Ora Bryant

ECC #	Qty.	Description	Manufacturer	Model	Serial #	Cond.
27314	1	Printer	Epson	FX850	None	4
26755	1	Printer	Epson	FX850	None	4
25726	1	Printer	Epson	FX850	None	4
23001	1	Printer	Epson	FX286E	None	4
000621	1	Printer	H.P.	Desk Jet 540	None	4
000616	1	Printer	H.P.	LJ2	None	4
000528	1	PC	Dell	XPSD116	9839Q	4
000623	1	PC	Dell	XPSD233	Eg4BR	4
---	32	Monitors	Assortment	None	None	5
28932	1	Laptop	Toshiba	Satellite	12633623	5
002026	1	PC	Tag Ram	Power Mac	None	5
28103	1	PC	Apple	Power Mac	None	5
29104	1	PC	Apple	Power Mac	None	5
29094	1	PC	Apple	Power Mac	None	5
29110	1	PC	Apple	Power Mac	None	5
29008	1	PC	Apple	Power Mac	None	5
29107	1	PC	Apple	Power Mac	None	5
29099	1	PC	Apple	Power Mac	None	5
29097	1	PC	Apple	Power Mac	None	5
29019	1	PC	Apple	Power Mac	None	5
29093	1	PC	Apple	Power Mac	None	5
001882	1	PC	Apple	Power Mac	None	5
29102	1	PC	Apple	Power Mac	None	5
20092	1	PC	Apple	Power Mac	None	5
29560	1	PC	Apple	Power PC	None	5
28547	1	PC	Ocean	Power PC	None	5
29205	1	PC	New Tech	Power PC	None	5
5753	1	File cabinet	None	None	None	4
13428	1	File cabinet	None	None	None	4
30172	1	PC	Dell	None	003751	4
000537	1	Fax	Brother	MFC1970MC	E85517436	4
29918	1					

* **Condition:** 1 = EXCELLENT (in working order) 2 = GOOD (needs repairs)
 3 = FAIR (needs minor repairs) 4 = POOR (no longer serviceable)
 5 = Old and obsolete

EL CAMINO COLLEGE SURPLUS LIST
Date: 6/11/03 **Inventoried by: Ora Bryant**

ECC #	Qty.	Description	Manufacturer	Model	Serial #	Cond.
2893	1	viscosimeter	Cenco	None	None	4
4091	1	viscosimeter	Cenco	None	None	4
5485	1	viscosimeter	Cenco	None	None	4
6130	1	viscosimeter	Cenco	None	None	4
6134	1	viscosimeter	Cenco	None	None	4
4092	1	viscosimeter	Cenco	None	None	4
6133	1	viscosimeter	Cenco	None	None	4
6131	1	viscosimeter	Cenco	None	None	4
10829	1	Meter	Pacific	PUD-1	None	4
16199	1	Portapage	Sound craft	LBG-15	None	4
8567	1	Dir. Finder	Bendix	Narrigator	None	5
11480	1	electrometer	Paso	524C	1140597	4
8402	1	Speaker	Fanon	None	None	4
28929	1	Fax	Panasonic	KX-F1050	6LCRC083947	5
005166	1	Drill Press	Rocwell	None	79-445	4
3250	1	CP	Tag Ram	P233	19043	4
3249	1	CP	Tag Ram	P233	19053	4
3270	1	CP	Tag Ram	P233	19366	4
2562	1	CP	Tag Ram	P233	19076	4
3294	1	CP	Tag Ram	P233	19087	4
3283	1	CP	Tag Ram	P233	19092	4
3292	1	CP	Tag Ram	P233	19365	4
3280	1	CP	Tag Ram	P233	19090	4
3286	1	CP	Tag Ram	P233	18971	4
3275	1	CP	Tag Ram	P233	19082	4
3265	1	CP	Tag Ram	P233	18981	4
2563	1	CP	Tag Ram	P233	19021	4
3291	1	CP	Tag Ram	P233	19103	4
3287	1	CP	Tag Ram	P233	19084	4
3268	1	CP	Tag Ram	P233	19088	4
3277	1	CP	Tag Ram	P233	19018	4
3264	1	CP	Tag Ram	P233	19005	4
2564	1	CP	Tag Ram	P233	19016	4

* **Condition:** 1 = EXCELLENT (in working order) 2 = GOOD (needs repairs)
 3 = FAIR (needs minor repairs) 4 = POOR (no longer serviceable)
 5 = Old and obsolete

EL CAMINO COLLEGE SURPLUS LIST

Date: 6/11/03

Inventoried by: Ora Bryant

ECC #	Qty.	Description	Manufacturer	Model	Serial #	Cond.
3264	1	CP	Tag Ram	P233	19100	4
2632	1	CP	Tag Ram	P233	19015	4
3008	1	CP	Tag Ram	P233	19072	4
3277	1	CP	Tag Ram	P233	19361	4
3278	1	CP	Tag Ram	P233	19045	4
3266	1	CP	Tag Ram	P233	19058	4
3289	1	CP	Tag Ram	P233	19085	4
3248	1	CP	Tag Ram	P233	19052	4
3276	1	CP	Tag Ram	P233	18983	4
2650	1	CP	Tag Ram	P233	19039	4
3295	1	CP	Tag Ram	P233	19095	4
3275	1	CP	Tag Ram	P233	19010	4
3262	1	CP	Tag Ram	P233	19064	4
3258	1	CP	Tag Ram	P233	18977	4
3260	1	CP	Tag Ram	P233	19034	4
3261	1	CP	Tag Ram	P233	19025	4
2557	1	CP	Tag Ram	P233	19105	4
3281	1	CP	Tag Ram	P233	19086	4
3271	1	CP	Tag Ram	P233	18990	4
3272	1	CP	Tag Ram	P233	19001	4
3273	1	CP	Tag Ram	P233	19033	4
3274	1	CP	Tag Ram	P233	19047	4
29918	1	Power Mac	Apple	None	FC6158XR3FX	5
29921	1	Monitor	None	MultipleScan15	M-2948	5
29947	1	Projection	Minnesota	The Educator	230173	5
001800	1	Cutter	Plasmarc	PCM-101	L-5271	4
001785	1	Welder	Linde	UCC-305	C-77CI0152	4
001784	1	Welder	Linde	HAD-300	3650249	4
001793	1	Welder	Linde	HAD-300	C3650250	4
None	1	Van	Ford	1988	1FTCR10A7JUC95867	5

* **Condition:** 1 = EXCELLENT (in working order) 2 = GOOD (needs repairs)
 3 = FAIR (needs minor repairs) 4 = POOR (no longer serviceable)
 5 = Old and obsolete

G. PURCHASE ORDERS

It is recommended that all purchase orders be ratified as shown

**Run Date
7/31/03**

**El Camino Community College District
BOARD OF TRUSTEES PURCHASE ORDER LISTING**

Meeting Date : 08-18-2003

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

P.O. Number	Vendor Name	Site Name	Description	P.O. Cost
P0060002	Music Theatre International	Fine Arts	Supplies	\$10.00
P0060003	Entenmann Rovin Co.	Parking-Student Perm	New Equipment – Noninstruc.	\$1,027.50
P0060004	Mass Press	Mini Grant #8/#9	Printing	\$33.56
P0060005	Admissions Marketing Report	Public Information	Publications Periodicals	\$175.00
P0060006	Hitt Marking Devices	Public Information	Supplies	\$127.14
P0060007	Scholastic Insurance Services	International Student	Contract Services	\$1.00
P0060008	Mass Press	Financial Aid	Supplies	\$33.56
P0060009	Mass Press	Counseling Office	Supplies	\$33.56
P0060010	Mass Press	VTEA Title II Tech	Multi Media Advertising	\$33.56
P0060011	Mass Press	Human Resources	Supplies	\$33.56
P0060012	Lanier Worldwide, Inc.	Job Placement	Copiers	\$1,638.00
P0060013	Greenwood Publishing Group	Admissions/Records	Other Books	\$92.53
P0060014	E.G. Brennan & Co., Inc.	Admissions/Records	Maintenance Contracts	\$525.00
P0060015	Shredder Specialties	Parking-Student Perm	Maintenance Contracts	\$159.50
P0060016	South Bay Police Training Comm.	Parking-Student Perm	In-Service Training	\$85.00
P0060017	Keenan & Associates	Purchasing and Bus.	Contract Services	\$16,000.00
P0060018	Auguste Enterprises, Inc.	Contract Education	Contract Services	\$5,143.00
P0060019	Datatel, Inc.	Information Technology	Maintenance Contracts	\$32,896.25
P0060020	California Community Colleges	Public Information	Publications/ Periodicals	\$75.00
P0060021	Premium Promotinals	Staff Diversity	Supplies	\$545.48
P0060022	Image Print	SBDC Program Income	Reproduction – Noninstruc.	\$4,809.58
P0060023	Daily Breeze, the	VP-SCA	Supplies	\$150.00
P0060024	Eureka - California Career Infosy	Career Center	Other Services And Expense	\$2,376.09
P0060025	Dnf Industries, Inc.	Operations	Supplies	\$5,429.82
P0060026	Pak West	Operations	Supplies	\$9,715.11
P0060027	Unisource Corporation, The	Operations	Supplies	\$2,449.44
P0060028	American Express Travel	SRC Donations	Conferences Mgmt	\$200.00
P0060029	Southern California Rid	DSPS	Dues And Memberships	\$31.25
P0060031	Greenwood Publishing Group	Financial Aid	Other Books	\$179.22

P0060032	Shredder Specialties	Admissions/Records	Maintenance Contracts	\$149.50
P0060034	Icverify	Information Technology	Maintenance Contracts	\$200.00
P0060035	Easy English Times	El Camino Language	Publications/ Periodicals	\$140.00
P0060036	California Community Colleges	Information Technology	Contract Services	\$3,700.00
P0060037	Eagle Rock Information Systems	Information Technology	Maintenance Contracts	\$2,899.00
P0060038	Epos Corporation	Information Technology	Maintenance Contracts	\$6,531.00
P0060039	Computerland	Information Technology	Computer Software Account	\$519.86
P0060040	Abtech Support, Inc.	Information Technology	Maintenance Contracts	\$4,884.00
P0060041	Datavault	Information Technology	Other Services And Expense	\$2,952.00
P0060042	LRP Publications	DSPS	Publications Periodicals	\$220.00
P0060043	Steris Corp.	Life Sciences	Maintenance Contracts	\$1,541.04
P0060044	Image Solutions	Admissions/Records	Postage	\$9,300.00
P0060045	Registry of Interpreters	Special Resource Cen	Fundraising	\$250.00
P0060046	Precision Document Imaging	Admissions/Records	Maintenance Contracts	\$4,680.00
P0060047	American Express Travel	Admissions/Records	Conferences Mgmt	\$203.50
P0060048	Miller Floors	North Gym Flooring	Repairs Noninstructional	\$14,600.00
P0060049	Cclc/Coa Publications	Academic Senate	Conferences Mgmt	\$675.00
P0060050	Eagle Rock Information Systems	Information Technology	Maintenance Contracts	\$2,899.00
P0060051	Datatel, Inc.	Information Technology	Software	\$1,667.00
P0060052	LINDEN Educational Services	International Student	Conferences Mgmt	\$14,350.00
P0060053	CAPED	DSPS	Dues And Memberships	\$234.00
P0060054	Salome Heyward & Associates	SRC Donations	Supplies	\$30.00
P0060055	Verisign	Contract Education	Dues And Memberships	\$750.00
P0060057	Links Sign Language	Special Resource Cen	Fundraising	\$2,784.00
P0060058	Registry of Interpreters	Special Resource Cen	Fundraising	\$250.00
P0060059	Comp U.S.A.	Information Technology	Supplies	\$578.90
P0060060	Mcmaster-Carr Supply Company	Physics	Supplies	\$404.06
P0060061	Boise-Cascade Office Supply Div.	Financial Aid	Supplies	\$178.61
P0060062	Sylvia Amito'elau	Ca Virtual Uni. 2nd	Supplies	\$72.02
P0060063	Xerox Corporation	Copy Center	Supplies	\$2,740.90
P0060064	Griffith Observer	Astronomy	Publications Periodicals	\$25.00
P0060065	Fisher Scientific	Life Sciences	Supplies	\$262.57
P0060066	Academic Senate for California Co	VATEA Supplementary	Conferences Other	\$675.00
P0060067	Enforcement Technology	Parking-Student Perm	Maintenance Contracts	\$1,825.00
P0060076	Identix, Inc.	Livescan Prog. /Camp	Maintenance Contracts	\$6,227.00
P0060083	American Express Travel	Information Technolo	Conferences Mgmt	\$157.43
P0060084	San Pedro City Ballet	Artes de El Camino	Contract Services	\$9,832.95
P0060085	J. C. Chang & Associates, Inc.	Financial Aid	Site Improvements	\$5,560.00
P0060086	American Express Travel	Business & Int'l Ed.	Transportation/ Mileage	\$280.60
P0060087	Xpedx Paper & Graphics	Copy Center	Supplies	\$2,928.60
P0060088	A. B. Dick Company	Copy Center	Supplies	\$1,181.65
P0060089	Clark Security	Human Resources	Other Services And Expense	\$382.86

P0060090	Environmental Recovery Services	Hazmat	Other Services And Expense	\$2,990.00
P0060091	Lula Washington Dance Theatre	Artes de El Camino	Contract Services	\$6,060.89
P0060092	Lomita Business Machines	SBDC Program Income	Maintenance Contracts	\$1,000.00
P0060094	University of Missouri	Title V-Activity 1	Conferences Mgmt	\$175.00
P0060095	Environmental Recovery Services	Hazmat	Waste Disposal	\$1,975.00
P0060096	Time Clock Sales and Service	Faculty & Staff Dive	Other Operating Expenses	\$71.00
P0060097	Micah D. Carlson	HEALTHETECH PROJECT	Contract Services	\$50.00
P0060098	PC Mall	Technical Services	Repairs Parts And Supplies	\$904.14
P0060099	Granite Digital	Technical Services	Repairs Parts And Supplies	\$1,416.41
P0060100	James O. Kelly	HEALTHETECH PROJECT	Contract Services	\$50.00
P0060101	Anthony Hong	HEALTHETECH PROJECT	Contract Services	\$50.00
P0060102	Franklin Covey	Financial Aid	Other Books	\$49.95
P0060103	E.L.S.	Ctr for Arts Product	Repairs Parts And Supplies	\$460.00
P0060104	Kevin J. Highwart	HEALTHETECH PROJECT	Contract Services	\$50.00
P0060105	Cole W. Ganser	HEALTHETECH PROJECT	Contract Services	\$50.00
P0060106	Paige Yatabe	HEALTHETECH PROJECT	Contract Services	\$50.00
P0060107	Henry V. Trinh	HEALTHETECH PROJECT	Contract Services	\$50.00
P0060108	Eva D. Kakuta	HEALTHETECH PROJECT	Contract Services	\$50.00
P0060109	Lew E. Western	HEALTHETECH PROJECT	Contract Services	\$50.00
P0060110	Oscar A. Ramirez	HEALTHETECH PROJECT	Contract Services	\$50.00
P0060111	Brian K. Tsuruta	HEALTHETECH PROJECT	Contract Services	\$50.00
P0060112	Kim Bustos	HEALTHETECH PROJECT	Contract Services	\$50.00
P0060113	Joetta N. Ibanez	HEALTHETECH PROJECT	Contract Services	\$50.00
P0060114	Ruby P. Naba	HEALTHETECH PROJECT	Contract Services	\$50.00
P0060115	Mike W. Lee	HEALTHETECH PROJECT	Contract Services	\$50.00
P0060116	Monica Mendoza	HEALTHETECH PROJECT	Contract Services	\$50.00
P0060117	Melissa G. Guerrero	HEALTHETECH PROJECT	Contract Services	\$50.00
P0060118	Veronica Divinity	HEALTHETECH PROJECT	Contract Services	\$50.00
P0060119	Joseph Pina	HEALTHETECH PROJECT	Contract Services	\$50.00
P0060120	Brian Hahn	HEALTHETECH PROJECT	Contract Services	\$50.00
P0060121	Maria Flores	HEALTHETECH PROJECT	Contract Services	\$50.00
P0060122	Unisource	Operations	Supplies	\$2,757.29
P0060123	Xpedx Paper & Graphics	Warehouse	Inventories, Stores, Prep	\$4,659.08
P0060124	Peterson's Guides Inc.	International Student	Multi Media Advertising	\$1,840.00
P0060125	Rio Grande	Art Department	Supplies	\$2,371.55
P0060126	Brodart Co	Music Library	Supplies	\$175.37
P0060127	Frei & Borel	Art Department	Supplies	\$695.44

Total :

108

\$222,381.88

B0060056	Advanced Office Serv	CDC	Maintenance Contracts	\$1,150.00
B0060153	Portable Storage Cor	Replace South Gym Bl	Contract Services	\$880.00
B0067000	Hemacue Inc.	Health Services	Direct Supp	\$400.00

B0067001	Western Scientific	Health Services	Repairs Noninstructional	\$300.00
B0067002	Oragon, Inc.	Health Services	Direct Supp	\$1,300.00
B0067003	Unilab	Health Services	Contract Lab Services	\$28,000.00
B0067004	Airgas	Health Services	Direct Supp	\$500.00
B0067005	Moore Medical Corp	Health Services	Direct Supp	\$12,000.00
B0067006	Danone Waters of Nor	Health Services	Supplies	\$1,000.00
B0067007	Pharmedix	Health Services	Direct Supp	\$5,000.00
B0067009	Jom Pharmaceutical	Health Services	Direct Supp	\$3,000.00
B0067010	Darby Drug Co., Inc.	Health Services	Direct Supp	\$1,000.00
B0067011	Besse Medical Supply	Health Services	Direct Supp	\$3,500.00
B0067012	Merck & Co. Inc. Ord	Health Services	Direct Supp	\$2,000.00
B0067013	Parkin Design	Ctr for Arts Promo	Multi Media Advertising	\$5,000.00
B0067014	ECCD Petty Cash	Earth Sciences	Supplies	\$900.00
B0067015	Image IV Systems	Division Office Huma	Copiers	\$1,080.00
B0067016	Freestyle Photograph	Internet Assistant	Supplies	\$598.00
B0067017	American Foothill	Humanities	Supplies	\$10,000.00
B0067018	American Foothill	Humanities	Supplies	\$34,000.00
B0067019	ECCD Petty Cash	English	Supplies	\$500.00
B0067020	E.C.C.C.D. Bookstore	Division Office Huma	Supplies	\$200.00
B0067021	American Management	Contract Education	Supplies	\$5,000.00
B0067022	Westminster Press	Contract Education	Supplies	\$27,000.00
B0067023	Steve Miller Group	Contract Education	Contract Services	\$1,000.00
B0067025	Postmaster	Contract Education	Postage	\$16,000.00
B0067026	ECCD Petty Cash	Contract Education	Supplies	\$500.00
B0067027	Mid City Mailing Ser	Contract Education	Contract Services	\$6,700.00
B0067028	Kelly Paper Company	Contract Education	Supplies	\$250.00
B0067029	Daily Breeze, the	Contract Education	Multi Media Advertising	\$500.00
B0067030	Cambridge Educationa	Contract Education	Supplies	\$4,000.00
B0067031	ACCE	Contract Education	Dues And Memberships	\$50.00
B0067032	Sixten and Associate	Fiscal Services	Other Services And Expense	\$24,000.00
B0067033	Cummins-Allison Corp	Fiscal Services	Maintenance Contracts	\$311.00
B0067034	Vicenti, Lloyd, Stut	Institutional Service	Audit	\$70,000.00
B0067035	School Services	Institutional Service	Contract Services	\$800.00
B0067036	Josten's, Inc.	Admissions/Records	Supplies	\$5,000.00
B0067037	ECCD Petty Cash	Admissions/Recorss	Supplies	\$150.00
B0067038	Benny the Broom	Parking-Student Perm	Maintenance Contracts	\$840.00
B0067039	Cummins-Allison Corp	Parking-Student Perm	Maintenance Contracts	\$314.08
B0067040	End2End, Inc.	Parking-Student Perm	Maintenance Contracts	\$2,300.00
B0067041	Pacific Parking Syst	Parking-Student Perm	Maintenance Contracts	\$10,650.00
B0067043	City of Torrance	Contract Education	Building Rental	\$1,500.00
B0067044	Liebert Cassidy Whit	Institutional Service	Legal	\$15,000.00
B0067061	Seers Lumber Company	Carpenter Shop	Supplies	\$500.00

B0067062	Lowe's Companies, In	Carpenter Shop	Supplies	\$500.00
B0067063	Ideal Glass & Mirror	Carpenter Shop	Supplies	\$4,000.00
B0067064	Home Depot/Geof	Carpenter Shop	Supplies	\$4,000.00
B0067065	Crenshaw Lumber	Carpenter Shop	Supplies	\$1,000.00
B0067066	Dunn Edwards	Paint Shop	Supplies	\$500.00
B0067067	Scotch Paint Corpora	Paint Shop	Supplies	\$4,500.00
B0067068	Smardan Supply Comp.	Plumbing Shop	Supplies	\$9,000.00
B0067069	Aaa Motors	Plumbing Shop	Supplies	\$1,500.00
B0067070	Airgas	Welding Shop	Supplies	\$1,500.00
B0067071	M & K Metal Co.	Welding Shop	Supplies	\$1,500.00
B0067072	Mcmaster-Carr Supply	Lock Shop	Supplies	\$500.00
B0067073	Montgomery Hardware	Lock Shop	Supplies	\$5,000.00
B0067074	Day & Night Lock Com	Lock Shop	Repairs Noninstructional	\$1,000.00
B0067075	Clark Security Produ	Lock Shop	Supplies	\$5,000.00
B0067076	Inter Valley Pool Su	Pool	Supplies	\$3,000.00
B0067077	Larry's Concrete Saw	Facilities/Planning/	Repairs Noninstructional	\$2,500.00
B0067078	Ford Graphics	Science Complex Cons	Architects And Engineers	\$12,000.00
B0067079	Lern Conferences	Contract Education	Conferences Mgmt	\$575.00
B0067080	Corleen Rochlitz	Parking-Student Perm	PSA Contract Services	\$3,000.00
B0067081	Robert Such	Parking-Student Perm	PSA Contract Services	\$1,500.00
B0067082	Portable Storage Cor	Replace South Gym Bl	Contract Services	\$5,000.00
B0067083	ECC BOOKSTORE	Facilities/Planning	Supplies	\$100.00
B0067084	BUTTE COLLEGE	Information Technolo	Contract Services	\$1.00
B0067085	Various (Auxillary)	Health Sciences and	Supplies	\$2,500.00
B0067086	Medco Company	Radiologic Tech Dona	Supplies	\$11,500.00
B0067087	Pacific Coachways	Radiologic Tech Dona	Supplies	\$23,600.00
B0067088	Enterprise Rent-A-Car	Radiologic Tech Dona	Supplies	\$4,000.00
B0067089	Datatel, Inc.	Datatel System	Maintenance Contracts	\$159,607.01
B0067090	Gerber Ambulance	Health Sciences	Supplies	\$1,500.00
B0067091	E.C.C. Public Inform	Health Sciences	Supplies	\$6,300.00
B0067092	Sidedoor Studio, The	Contract Education	Contract Services	\$6,000.00
B0067093	Gunther Athletic Ser	Health Sciences	Supplies	\$4,170.00
B0067094	Gunther Athletic Ser	Health Sciences	Supplies	\$500.00
B0067095	Monterey Graphics	Copy Center	Printing	\$4,900.00
B0067096	Sonshine Print Shop	Copy Center	Printing	\$4,900.00
B0067097	Sonshine Print Shop	Copy Center	Printing	\$4,900.00
B0067098	Sonshine Print Shop	Copy Center	Printing	\$4,900.00
B0067099	Xerox Corporation	Copy Center	Maintenance Contracts	\$636.00
B0067100	Domestic Linen Suppl	Copy Center	Laundry	\$600.00
B0067101	Kelly Paper Company	Copy Center	Supplies	\$2,000.00
B0067102	Tony's Printing Equi	Copy Center	Repairs Parts And Supplies	\$1,000.00
B0067103	Otto Bindery	Copy Center	Supplies	\$3,500.00

B0067104	Xpedx Paper & Graphic	Copy Center	Supplies	\$4,500.00
B0067105	Ctl Environmental Se	Asbestos Abatement	Contract Services	\$1,000.00
B0067106	Klean Sweep	Grounds	Sweeping Service	\$7,500.00
B0067107	ECCD Petty Cash	SRC High Tech Donat	Supplies	\$400.00
B0067108	ECCD Petty Cash	DSPS	Supplies	\$400.00
B0067109	Abate Tech. Internat	Hazmat	Other Services And Expense	\$1,000.00
B0067110	Bishop Company	Grounds	Supplies	\$2,000.00
B0067111	Ewing Irrigation Pro	Grounds	Supplies	\$2,000.00
B0067112	L & B Pipe & Supply	Grounds	Supplies	\$2,500.00
B0067113	A.M. Leonard	Grounds	Supplies	\$1,500.00
B0067114	Lomita Plaster Comp.	Grounds	Supplies	\$500.00
B0067115	Moneta Nursery Inc	Grounds	Supplies	\$4,000.00
B0067116	Westwood Building	Grounds	Supplies	\$1,500.00
B0067117	Yamada Service Cente	Grounds	Supplies	\$1,500.00
B0067118	Airgas	Hazmat Transportation	Gasoline	\$1,000.00
B0067119	Chalmers-Painter, In	Mailroom	Postage	\$5,000.00
B0067120	Usps/Citibank Lockbo	Mailroom	Postage	\$200,000.00
B0067121	United Parcel Service	Mailroom	Postage	\$6,500.00
B0067122	Pitney Bowes, Inc.	Mailroom	Postage	\$1,377.00
B0067123	Pitney Bowes, Inc.	Mailroom	Other Rentals	\$11,000.00
B0067124	Federal Express	Mailroom	Postage	\$25,000.00
B0067125	DHL World Wide Expre	Mailroom	Postage	\$1,800.00
B0067126	Chief Neon Sign Comp	Facilities/Planning	Repairs Noninstructional	\$4,000.00
B0067127	Mckinley Equipment	Facilities/Planning	Repairs Noninstructional	\$300.00
B0067128	T-Mobile	Operations	Pest Control	\$17,000.00
B0067129	Nextel Communication	Operations	Pest Control	\$4,000.00
B0067130	Bee Removers	Operations	Pest Control	\$750.00
B0067131	Animal Trapping	Operations	Pest Control	\$2,000.00
B0067132	Animal Pest Manageme	Operations	Pest Control	\$1,500.00
B0067133	Enterprise Fleet Ser	Parking-Student Perm	Other Rentals	\$4,325.00
B0067134	Bay Cities Car Wash	Operations	Car Wash Service	\$500.00
B0067135	Braun Towel & Linen	Operations	Supplies	\$1,500.00
B0067136	Pioneer Chemical Com	Operations	Supplies	\$2,500.00
B0067137	Empire Cleaning Supp	Operations	Supplies	\$2,500.00
B0067138	Unisource	Operations	Supplies	\$1,500.00
B0067139	Advanced Electronics	Electric Shop	Repairs Noninstructional	\$2,000.00
B0067140	Western Illuminated	Electric Shop	Supplies	\$4,000.00
B0067141	Commercial Wholesale	Electric Shop	Supplies	\$10,000.00
B0067159	Memorial Hospital	Parking-Student Perm	Other Services And Expense	\$1,000.00
B0067160	Bay Cities Car Wash	Parking-Student Perm	Other Services And Expense	\$1,500.00
B0067161	Carmen's Uniforms	Parking-Student Perm	Supplies	\$1,500.00

B0067162	Ira Rosenthal	Public Information	Printing	\$13,000.00
B0067163	Inglewood Civic Plaz	00-01 P4E INGLEWOOD	Building Rental	\$120,000.00
B0067164	Ecc Bookstore 3	VP-SCA	Supplies	\$500.00
B0067165	ECCD Pty Csh	VP-SCA	Supplies	\$500.00
B0067166	Danone Waters of Nor	VP-SCA	Supplies	\$600.00
B0067167	Bankcard Center	VP-SCA	Supplies	\$1,000.00
B0067168	Unicon, Inc.	Information Technolo	Maintenance Contracts	\$44,313.00
B0067169	J. R. SIMPLOT	Grounds	Supplies	\$2,000.00
B0067170	Safety-Kleen Corpora	Automotive Shop	Maintenance Contracts	\$2,500.00
B0067171	Domestic Linen Suppl	Automotive Shop	Laundry	\$800.00
B0067172	Lee's Alignment Serv	Automotive Shop	Repairs Noninstructional	\$800.00
B0067173	Yamada Service Cente	Automotive Shop	Supplies	\$3,000.00
B0067174	Turf Star	Automotive Shop	Supplies	\$4,900.00
B0067175	Taylor-Dunn Manufact	Automotive Shop	Supplies	\$4,900.00
B0067176	South Bay Ford	Automotive Shop	Repairs Noninstructional	\$3,000.00
B0067177	Roy's Flower Garden	Automotive Shop	Supplies	\$3,400.00
B0067178	Power Lift	Automotive Shop	Supplies	\$2,000.00
B0067179	Parkhouse Tire, Inc	Automotive Shop	Supplies	\$3,000.00
B0067180	Goodyear Harmon & So	Automotive Shop	Supplies	\$1,000.00
B0067181	Eddings Brothers Aut	Automotive Shop	Supplies	\$10,000.00
B0067182	Eberhard Equipment	Automotive Shop	Repairs Noninstructional	\$2,000.00
B0067183	Cook Machine & Engin	Automotive Shop	Repairs Noninstructional	\$1,500.00
B0067184	Battery Systems	Automotive Shop	Repairs Noninstructional	\$4,900.00
B0067185	South Bay Regional	Parking-Student Perm	New Equipment – Noninstruc.	\$2,500.00
B0067186	Westway Cleaners	Campus Police Depart	Dry Cleaning	\$4,000.00
B0067188	Photo Zone	Parking-Student Perm	Other Services And Expense	\$800.00
B0067189	Bob Lee's Automotive	Campus Police Depart	Repairs Noninstructional	\$4,000.00
B0067190	Bank of America	Parking-Student Perm	In-Service Training	\$3,000.00
B0067193	Verizon Wireless	Administrative Service	Telephone	\$4,000.00
B0067194	Nextel Communication	Administrative Service	Telephone	\$3,700.00
B0067195	E.C.C. Public Inform	Health Sciences	Fundraising	\$500.00
B0067196	E.C.C. Public Inform	Health Sciences	Fundraising	\$500.00
B0067197	E.C.C. Public Inform	Health Sciences	Fundraising	\$600.00
B0067198	Verizon Wireless	Health Sciences	Fundraising	\$360.00
B0067199	A-1 Coast Sanitation	Health Sciences	Fundraising	\$990.00
B0067201	ECCD Petty Cash	Life Sciences	Other Services And Expense	\$200.00
B0067202	Steris Corp.	Life Sciences	Repairs Parts And Supplies	\$1,000.00
B0067203	ECCD Petty Cash	Life Sciences	Supplies	\$3,000.00
B0067204	Ward's Natural Science	Life Sciences	Supplies	\$3,500.00
B0067205	ECCD Petty Cash	Chemistry	Supplies	\$550.00
B0067206	Rayne Water Systems	Chemistry	Other Rentals	\$1,240.00
B0067207	Airgas	Chemistry	Other Instr Supplies	\$250.00
B0067208	Xerox Corporation	Copy Center	Copiers	\$115,000.00

B0067209	Xerox Corporation	Copy Center	Copiers	\$40,000.00
B0067210	ECCD Petty Cash	Horticulture	Supplies	\$600.00
B0067211	ECCD Petty Cash	Horticulture	Other Services And Expense	\$200.00
B0067212	Remel	Life Sciences	Supplies	\$900.00
B0067213	E.C.C.C.D. Bookstore	Psychology	Other Books	\$300.00
B0067214	ECCD Petty Cash	Division Office Fine	Other Books	\$600.00
B0067215	Davis Art Slides	Art Department	Supplies	\$500.00
B0067216	California Crafts	Art Department	Supplies	\$200.00
B0067217	Abc Sign Company	Fine Arts	Supplies	\$2,000.00
B0067218	Modern Age	Fine Arts	Supplies	\$2,600.00
B0067219	Gallery Services	Fine Arts	Supplies	\$2,800.00
B0067220	Force Electronics	Music	Repairs Parts And Supplies	\$500.00
B0067221	Force Electronics	Theatre/Dance	Repairs Parts And Supplies	\$500.00
B0067223	Airgas	Art Department	Other Instr Supplies	\$500.00
B0067224	ECCD Petty Cash	Art Department	Supplies	\$900.00
B0067225	Freestyle Photograph	Art Department	Supplies	\$2,000.00
B0067226	Diversified Photo	Art Department	Supplies	\$3,000.00
B0067227	Mark Hullibarger	Music	Maintenance Contracts	\$9,975.00
B0067228	Marshall Music	Music	Supplies	\$2,500.00
B0067229	Emerson Music	Music	Supplies	\$4,000.00
B0067230	Borders Books & Music	Music	Supplies	\$400.00
B0067231	ECCD Petty Cash	Music Library	Supplies	\$75.00
B0067232	Morey's Music Store	Music	Repairs Parts And Supplies	\$2,000.00
B0067233	ECCD Petty Cash	Music	Supplies	\$400.00
B0067234	ECCD Petty Cash	Art Dept Donations	Supplies	\$600.00
B0067234	ECCD Petty Cash	Art Dept Donations	Supplies	\$600.00
B0067235	ECCD Petty Cash	Division Office Fine	Supplies	\$300.00
B0067236	Torrance Electronics	Music	Repairs Parts And Supplies	\$700.00
B0067237	Pyro-Comm Systems	Facilities/Planning	Repairs Noninstructional	\$4,000.00
B0067238	Gloria Edmunds	WPLRC - Victorville	PSA Contract Services	\$5,000.00
B0067239	Los Angeles County	Child Development	Contract Services	\$1.00
B0067240	1099 Pro., Inc.	Fiscal Services	Contract Services	\$28,588.72
B0067241	Denmarc Productions	DSPS	Contract Services	\$48,750.00
B0067242	Parts Direct Orderin	Telecommunications	Maintenance Contracts	\$42,439.00
B0067243	ECCD Petty Cash	Child Development	General Office Supplies	\$1,500.00
B0067244	E.C.C. Public Inform	Child Development	Reproduction – Noninstruc.	\$200.00
B0067245	California Schools	Purchasing and Busin	Benefits And Claims Paid	\$448,524.00
B0067246	Sysco	Child Development	Supplies	\$19,500.00
B0067247	ECCD Pty Csh	CDC	Supplies	\$1,500.00
B0067248	Sysco	CDC	Supplies	\$1,000.00
B0067249	Torrance Electronics	Ctr for Arts Front	Supplies	\$700.00
B0067250	Marshall Music	Music	Supplies	\$726.00
B0067251	Marshall Electronics	Theatre/Dance	Repairs Parts And Supplies	\$500.00

B0067252	Torrance Electronics	Theatre/Dance	Repairs Parts And Supplies	\$500.00
B0067253	(fay Herbach)	Music Library	Supplies	\$534.00
B0067254	Torrance Electronics	Ctr for Arts Front	Supplies	\$700.00
B0067266	ECCD Petty Cash	SBDC CITD	Conferences Mgmt	\$5,000.00
B0067267	ECCD Petty Cash	SBDC CITD	Supplies	\$2,000.00
B0067268	ECCD Petty Cash	CITD Program Income	Miscellaneous	\$1,500.00
B0067269	ECCD Petty Cash	Business & Int'l Ed.	Conferences Mgmt	\$5,000.00
B0067270	Airgas	Welding	Supplies	\$3,000.00
B0067271	Praxair	Welding	Supplies	\$3,000.00
B0067272	Lehner Martin Inc.	Welding	Supplies	\$3,000.00
B0067273	ECC Bookstore	I&T Div Ofc	Other Books	\$3,000.00
B0067274	M & K Metal Co.	Welding	Supplies	\$1,200.00
B0067275	Domestic Linen Suppl	Automotive Collision	Laundry	\$4,200.00
B0067276	Angelica Rental Serv	Cosmetology	Laundry	\$5,000.00
B0067278	Alondra Park Golf Co	Physical Education	Contract Services	\$1.00
B0067279	Howard Gin	SBDC C02-0040 1/03	PSA Contract Services	\$26,400.00
B0067280	Gamaliel Padilla	SBDC C02-0040 1/03	PSA Contract Services	\$18,000.00
B0067281	Jason D. Vogel	SBDC C02-0040 1/03	PSA Contract Services	\$16,842.00
B0067282	Sachidanand Sinha	SBDC C02-0040 1/03	PSA Contract Services	\$30,000.00
B0067283	Bank of America	Administrative Service	Supplies	\$2,000.00
B0067284	E.C.C.C.D. Bookstore	Fiscal Services	Supplies	\$100.00
B0067285	ECCD Petty Cash	Fiscal Services	Supplies	\$600.00
B0067286	Monterey Graphics	SBDC Program Income	Supplies	\$2,000.00
B0067287	CSU Los Angeles	EOPS	Contract Services	\$10,000.00
B0067288	ECCD Petty Cash	SBDC Program Income	Other Services And Expense	\$2,000.00
B0067289	Gunther Athletic Ser	Health Sciences	Supplies	\$11,561.00
B0067290	Philip J. Sutton	Ed & Community Devel	PSA Contract Services	\$49,000.00
B0067291	Nextel Communication	SBDC Program Income	Telephone	\$3,300.00
B0067292	Experian	SBDC Program Income	Other Services And Expense	\$1,500.00
B0067293	Arrowhead Mountain	SBDC Program Income	Supplies	\$700.00
B0067295	E.C.C. Public Inform	Cact CA Employee Tra	Reproduction Instruction	\$3,000.00
B0067296	Torrance Memorialo	Physical Education	Contract Services	\$1.00
B0067297	E.C.C. Public Inform	Contract Training	Reproduction Instruction	\$2,500.00
B0067298	Legacee Corporate Se	Cact CA Employee Tra	Contract Services	\$25,000.00
B0067299	Amir Hashemi	Speciality Beverage	PSA Contract Services	\$20,000.00
B0067300	Ernest C. Jewell	Cact CA Employee Tra	PSA Contract Services	\$20,000.00
B0067303	ECCD Petty Cash	I&T Div Ofc	Supplies	\$200.00
B0067304	Xpedx Paper & Graphi	I&T Div Ofc	Supplies	\$200.00
B0067305	A T & T	I&T Div Ofc	Pager Service Airtime	\$500.00
B0067306	ECCD Petty Cash	CADD	Supplies	\$200.00
B0067307	ECCD Petty Cash	Fire Academy/Emergen	Supplies	\$650.00
B0067308	Airgas	Fire Academy/Emergen	Other Instr Supplies	\$250.00

B0067309	Burmax	Cosmetology	Supplies	\$500.00
B0067310	Ca Botana	Cosmetology	Supplies	\$900.00
B0067311	Dermal Institue	Cosmetology	Supplies	\$800.00
B0067312	Essential Salon Serv	Cosmetology	Supplies	\$500.00
B0067313	Euro - California	Cosmetology	Supplies	\$900.00
B0067314	Gabel's Cosmetics	Cosmetology	Supplies	\$1,000.00
B0067315	Jazz-Z Beauty Produc	Cosmetology	Supplies	\$800.00
B0067316	Jopelo Beauty Produc	Cosmetology	Supplies	\$500.00
B0067317	Maly's	Cosmetology	Supplies	\$2,000.00
B0067318	Marianna Products We	Cosmetology	Supplies	\$1,000.00
B0067319	ECCD Petty Cash	Cosmetology	Supplies	\$500.00
B0067320	Sebastian Internation	Cosmetology	Supplies	\$2,500.00
B0067321	Unisource	Cosmetology	Supplies	\$500.00
B0067322	Full Service Salon	Cosmetology	Supplies	\$700.00
B0067323	Sweis Inc.	Cosmetology	Supplies	\$400.00
B0067324	AAA Sewing Machines	Family Consumer	Repairs - Instructional	\$2,000.00
B0067325	ECCD Petty Cash	Family Consumer	Supplies	\$500.00
B0067326	Allied Refrigeration	Air Conditioning	Supplies	\$1,350.00
B0067327	Johnstone Supply	Air Conditioning	Supplies	\$1,350.00
B0067328	ECCD Petty Cash	Air Conditioning	Supplies	\$500.00
B0067329	Refrigeration Suppli	Air Conditioning	Supplies	\$1,350.00
B0067330	Airgas	Air Conditioning	Other Instr Supplies	\$800.00
B0067331	Johnstone Supply	Air Conditioning	Repairs Parts And Supplies	\$500.00
B0067332	Akzo Nobel	Automotive Collision	Supplies	\$3,000.00
B0067333	Finish Lacquer	Automotive Collision	Supplies	\$500.00
B0067334	Fountain Valley Pain	Automotive Collision	Supplies	\$2,000.00
B0067335	ECCD Petty Cash	Automotive Collision	Supplies	\$200.00
B0067336	South Bay Paint	Automotive Collision	Supplies	\$4,950.00
B0067337	Airgas	Automotive Collision	Other Instr Supplies	\$2,300.00
B0067338	Airgas	Automotive Collision	Repairs Parts And Supplies	\$300.00
B0067339	Shamrock Supply Co.	Automotive Collision	Repairs Parts And Supplies	\$500.00
B0067340	ECCD Petty Cash	Automotive Collision	Repairs Parts And Supplies	\$200.00
B0067341	South Bay Paint	Automotive Collision	Repairs Parts And Supplies	\$350.00
B0067342	South Bay Paint	Automotive Collision	Other Rentals	\$4,850.00
B0067343	Peerless Auto Parts	Automotive Technology	Supplies	\$1,500.00
B0067344	ECCD Petty Cash	Automotive Technology	Supplies	\$400.00
B0067345	Shamrock Supply Co.	Automotive Technology	Repairs Parts And Supplies	\$1,000.00
B0067346	Martin J. Mechsner	IDRC - Aerospace Gra	PSA Contract Services	\$49,000.00
B0067347	Sachidanand Sinha	Mini Grant #8/#9	PSA Contract Services	\$36,000.00
B0067348	E.C.C.C.D. Bookstore	English	Supplies	\$678.00
B0067349	ECCD Petty Cash	Financial Aid	Supplies	\$600.00
B0067350	Advanced Electronics	Ctr for Arts Instr/A	Maintenance Contracts	\$1,275.12
August 18, 2003				
			Administrative Services - 19	
B0067352	Rose Asera, Ph.D.	Ca Virtual Uni. 2nd	PSA Contract Services	\$4,800.00

B0067354	Michelle L. Pilati	Ca Virtual Uni. 2nd	PSA Contract Services	\$1,200.00
B0067355	Anne Guptill	Ca Virtual Uni. 2nd	PSA Contract Services	\$3,000.00
B0067356	ECCD Petty Cash	Recruitment	Supplies	\$1,000.00
B0067357	E.C.C. Public Inform	ATE-Articulation Par	Reproduction Instructional	\$250.00
B0067358	Anza True Value Hard	Ctr for Arts Product	Supplies	\$1,500.00
B0067359	Mark Hullibarger	Ctr for Arts Product	Center For The Arts Tech.	\$6,000.00
B0067360	Marshall Electronics	Ctr for Arts Product	Supplies	\$500.00
B0067361	ECCD Petty Cash	Ctr for Arts Product	Supplies	\$500.00
B0067362	ECCD Petty Cash	Ctr for Arts Adm Pub	Supplies	\$500.00
B0067363	Studio Instruments	Ctr for Arts Adm Pub	Other Rentals	\$5,000.00
B0067364	Torrance Electronics	Ctr for Arts Product	Repairs Parts And Supplies	\$700.00
B0067365	Torrance Electronics	Ctr for Arts Adm Pub	Supplies	\$500.00
B0067366	VER Sales	Ctr for Arts Product	Supplies	\$500.00
B0067367	West Coast Sound Ser	Ctr for Arts Adm Pub	Other Rentals	\$15,000.00
B0067368	Navigator Press	Ctr for Arts Promoti	Supplies	\$40,000.00
B0067369	Encore Language Trai	Cact CA Employee Tra	Contract Services	\$25,000.00
B0067385	Applied Industrial T	Machine Tool Technol	Repairs Parts And Supplies	\$150.00
B0067386	ECCD Petty Cash	Machine Tool Technol	Supplies	\$450.00
B0067387	Angstrom Stage Light	Ctr for Arts Product	Supplies	\$1,000.00
B0067388	Angstrom Stage Light	Ctr for Arts Product	Center For The Arts Tech.	\$1,000.00
B0067389	ECCD Petty Cash	Title V-Activity 1	Supplies	\$1,500.00
B0067390	Monterey Graphics	Public Information	Printing	\$3,000.00
B0067391	E.C.C. Public Inform	Title V-Activity 1	Supplies	\$1,500.00
B0067392	E.C.C.C.D. Bookstore	EOPS	EOP&S Book Service	\$280,538.00
B0067393	ECCD Pty Csh	EOPS	Supplies	\$1,250.00
B0067394	American Torch Tip	Welding	Supplies	\$500.00
B0067395	Airgas	Welding	Other Instr Supplies	\$8,000.00
B0067396	Action Sales & Metal	Welding	Supplies	\$2,000.00
B0067397	Msc Industrial Suply	Welding	Supplies	\$700.00
B0067398	Metalco Steel Co.	Welding	Supplies	\$1,500.00
B0067399	Mcmaster-Carr Supply	Welding	Supplies	\$1,500.00
B0067400	Ivy Overseas Study	El Camino Language	Contract Services	\$480.00
B0067401	Angelus Overseas Stu	El Camino Language	Contract Services	\$480.00
B0067402	Educon International	El Camino Language	Contract Services	\$480.00
B0067403	Shamrock Supply Co.	Welding	Supplies	\$600.00
B0067404	Airgas	Welding	Repairs Parts And Supplies	\$600.00
B0067405	ECCD Petty Cash	Welding	Supplies	\$500.00
B0067406	Newark Electronics	Welding	Supplies	\$700.00
B0067407	American Torch Tip	Welding	Repairs Parts And Supplies	\$400.00
B0067408	And Electrical Suppl	Welding	Repairs Parts And Supplies	\$500.00
B0067409	Johnstone Supply	Welding	Repairs Parts And Supplies	\$500.00

B0067410	Mcmaster-Carr Supply	Welding	Repairs Parts And Supplies	\$300.00
B0067411	Newark Electronics	Welding	Repairs Parts And Supplies	\$300.00
B0067412	ECCD Petty Cash	Welding	Repairs Parts And Supplies	\$600.00
B0067413	Ami Publishing, Inc	Specialty Beverage	Multi Media Advertising	\$3,600.00
B0067414	Ami Publishing, Inc	Specialty Beverage	Supplies	\$1,500.00
B0067415	Ami Publishing, Inc	Mini Grant #8/#9	Supplies	\$2,000.00
B0067416	Ami Publishing, Inc	Mini Grant #8/#9	Multi Media Advertising	\$3,600.00
B0067417	ECCD Petty Cash	Specialty Beverage	Supplies	\$8,800.00
B0067418	Allen's Press Clip	Public Information	Other Services And Expense	\$13,000.00
B0067419	Avalon Communication	Public Information	Postage	\$3,500.00
B0067420	Daily Breeze, the	Public Information	Multi Media Advertising	\$35,000.00
B0067421	Development Photo	Public Information	Supplies	\$5,500.00
B0067422	Easy Reader, the	Public Information	Multi Media Advertising	\$9,300.00
B0067423	Nextel Communication	Public Information	Telephone	\$1,000.00
B0067424	Pauls Photo, Inc.	Public Information	Supplies	\$5,800.00
B0067425	Samy's Camera	Public Information	Supplies	\$5,000.00
B0067426	San Dieguito Printer	Public Information	Printing	\$15,000.00
B0067427	Westminster Press	Public Information	Printing	\$63,000.00
B0067428	Walser's	Public Information	Supplies	\$1,000.00
B0067429	ECCD Petty Cash	Public Information	Supplies	\$500.00
B0067430	Graphic Media	Public Information	Supplies	\$1,300.00
B0067431	Torrance Electronics	Electronics	Supplies	\$500.00
B0067432	ECCD Petty Cash	Electronics	Supplies	\$300.00
B0067433	Genesis Computer Sys	Electronics	Supplies	\$2,000.00
B0067434	Electronics School	Electronics	Supplies	\$500.00
B0067435	Electronics School	Electronics	Repairs Parts And Supplies	\$300.00
B0067436	ECCD Petty Cash	Electronics	Repairs Parts And Supplies	\$400.00
B0067437	Torrance Electronics	Electronics	Repairs Parts And Supplies	\$200.00
B0067438	Entertainment Light	Ctr for Arts Product	Supplies	\$1,000.00
B0067439	Ovecs, Ltd	El Camino Language	Contract Services	\$480.00
B0067440	National Cinema Netw	Public Information	Multi Media Advertising	\$22,000.00
B0067441	Luke Yankee	Ctr for Arts Instr/A	Contract Services	\$1,000.00
B0067442	Aaron Brothers	Public Information	Supplies	\$250.00
B0067443	Dieterich-Post Compa	Architectural Techno	Maintenance Contracts	\$620.00
B0067444	Carlos A. Conejo, Jr	Contract Training	PSA Contract Services	\$25,000.00
B0067445	Enterprise Rent-A-Ca	Ctr for Arts Adm Pub	Center For The Arts Misc.	\$800.00
B0067446	Xpedx Paper & Graphi	Ctr for Arts Promo	Supplies	\$600.00
B0067447	Daily Breeze, the	Ctr for Arts Promo	Multi Media Advertising	\$30,000.00
B0067448	Los Angeles Times	Ctr for Arts Promo	Multi Media Advertising	\$115,000.00
B0067449	Unique Cleaners	Ctr for Arts Promo.	Center For The Arts Misc.	\$150.00
B0067450	Mid City Mailing Ser	Ctr for Arts Promo	Postage	\$8,500.00
B0067451	ECCD Petty Cash	Ctr for Arts Promo	Supplies	\$800.00

B0067452	Moore Medical Corp	Health, Safety	Supplies	\$200.00
B0067453	ECCD Petty Cash	Ctr for Arts Promo	Multi Media Advertising	\$1,500.00
B0067454	Verizon Wireless	Health, Safety	Telephone	\$4,000.00
B0067455	Nextel Communication	Health, Safety	Telephone	\$600.00
B0067456	ECCD Petty Cash	Health, Safety	Supplies	\$500.00
B0067457	Airgas	WPLRC PIC Aerospace	Supplies	\$900.00
B0067458	Paper Direct	WPLRC Technical Inst	Supplies	\$1,500.00
B0067459	Arroyo Fire Protecti	(STCW) Standards	Supplies	\$750.00
B0067460	Aorn, Inc.	WPLRC Technical Inst	Other Books	\$2,000.00
B0067461	School World Software	Best	Software	\$4,000.00
B0067462	Thomson Learning	WPLRC Technical Inst	Other Books	\$15,000.00
B0067463	ECCD Petty Cash	UCLA Custom Training	Supplies	\$3,000.00
B0067464	South Bay Inflatable	(STCW) Standards	Supplies	\$2,000.00
B0067465	Safe Navigation	(STCW) Standards	Other Books	\$15,000.00
B0067466	E.C.C. Public Inform	WPLRC Technical Inst	Reproduction – Noninstruc.	\$5,000.00
B0067468	J & B Financial	WPLRC Employment Dev	Contract Services	\$21,200.00
B0067470	Beach Reporter	Public Information	Multi Media Advertising	\$7,100.00
B0067471	Cinema Screen Media	Public Information	Multi Media Advertising	\$4,000.00
B0067472	Inglewood Today Mag	Public Information	Multi Media Advertising	\$1,000.00
B0067473	Kyle Alexander Firm	Public Information	Multi Media Advertising	\$4,000.00
B0067474	Lisa's Gallery	Public Information	Supplies	\$550.00
B0067475	Mid City Mailing Ser	Public Information	Postage	\$6,000.00
B0067476	Phoenix Marketing Se	Public Information	Printing	\$5,000.00
B0067477	Regal Cinema	Public Information	Multi Media Advertising	\$5,000.00
B0067478	Sphinx Graphics	Public Information	Printing	\$2,000.00
B0067479	Walser's	Public Information	Supplies	\$2,000.00
B0067480	Wave Newspapers	Public Information	Multi Media Advertising	\$3,000.00
B0067481	Hostwebs.Net	WPLRC Technical Inst	Multi Media Advertising	\$300.00
B0067482	Kone Inc.	Facilities/Planning	Repairs Noninstructional	\$47,000.00
B0067484	Safety-Kleen Corpora	Welding	Maintenance Contracts	\$7,200.00
B0067499	Crenshaw Lumber	Construction Technol	Supplies	\$2,500.00
B0067500	Westwood Building Ma	Construction Technol	Supplies	\$600.00
B0067501	Todd Pipe & Supply	Construction Technol	Supplies	\$1,000.00
B0067502	Southland Lumber	Construction Technol	Supplies	\$4,500.00
B0067503	Seers Lumber Company	Construction Technol	Supplies	\$4,500.00
B0067504	Crenshaw Wholesale	Construction Technol	Supplies	\$1,000.00
B0067505	Educational Testing	International Student	Supplies	\$2,000.00
B0067506	Ets / Institutional	EI Camino Language	Other Books	\$3,000.00
B0067507	Hth Worldwide Insura	EI Camino Language	Other	\$15,000.00
B0067509	ECCD Petty Cash	EI Camino Language	Supplies	\$600.00
B0067510	ECC BOOKSTORE	EI Camino Language	Other Books	\$250.00
B0067511	ECCD Petty Cash	Recruitment/School	Supplies	\$5,000.00

B0067512	Verizon Wireless	Recruitment/School	Supplies	\$2,500.00
B0067513	Pacific Coachways	Recruitment/School	Transportation	\$7,000.00
B0067514	ECC Bookstore	Recruitment/School	Supplies	\$2,000.00
B0067516	South Bay Regional	Perishable Skills Tr	Contract Services	\$1.00
B0067517	Torrance Police Depa	Administrative Of Ju	Contract Services	\$10,000.00
B0067519	Redondo Beach Fire	Fire Academy/Emergen	Contract Services	\$28,000.00
B0067520	Manhattan Beach Fire	Fire Academy/Emergen	Contract Services	\$24,000.00
B0067521	City of Hermosa Beach	Fire Academy/Emergen	Contract Services	\$11,000.00
B0067523	Culver City Fire Dep	Fire Academy/Emergen	Contract Services	\$27,000.00
B0067524	Beverly Hills Fire	Fire Academy/Emergen	Contract Services	\$35,000.00
B0067525	Gerald Swiney	Construction Technol	Repairs - Instructional	\$2,000.00
B0067526	Orco Construction Su	Construction Technol	Repairs - Instructional	\$800.00
B0067528	McMaster - Carr Supp	Construction Technol	Repairs Parts And Supplies	\$500.00
B0067529	Orco Construction Su	Construction Technol	Repairs Parts And Supplies	\$500.00
B0067530	Craft Supplies U.S.A	Construction Technol	Repairs Parts And Supplies	\$500.00
B0067531	Rockler	Construction Technol	Supplies	\$800.00
B0067532	ECCD Petty Cash	Construction Technol	Supplies	\$250.00
B0067533	Louis & Company	Construction Tech Fu	Supplies	\$1,000.00
B0067534	HCS-CUTLER, Inc.	Construction Technol	Supplies	\$500.00
B0067535	Sommerfeld's Tools	Construction Technol	Supplies	\$500.00
B0067536	Penberthy Lumber Co.	Construction Technol	Supplies	\$6,000.00
B0067537	Nexcom Computer Supe	Construction Technol	Supplies	\$500.00
B0067538	Louis & Company	Construction Technol	Supplies	\$900.00
B0067539	Klingspor	Construction Technol	Supplies	\$500.00
B0067540	Golden State Paint	Construction Technol	Supplies	\$500.00
B0067541	Jerry Glaser	Construction Technol	Supplies	\$500.00
B0067542	Forest Plywood	Construction Technol	Supplies	\$1,000.00
B0067543	Craft Supplies U.S.A	Construction Technol	Supplies	\$1,800.00
B0067544	Anderson Saw Company	Construction Technol	Supplies	\$800.00
B0067545	Abbey Tools	Construction Technol	Supplies	\$1,500.00
B0067546	Stericycle, Inc.	Hazmat	Waste Disposal	\$4,566.00
B0067547	Flue Steam, Inc.	Facilities/Planning/	Other Services And Expense	\$1,700.00
B0067548	Service Pro Pest Man	Operations	Pest Control	\$1,625.00
B0067550	Bank of America	Presidents Office	Other Services And Expense	\$1,000.00
B0067551	E.C.C. Public Inform	Student Affairs	ASB Exp.	\$200.00
B0067552	Learning Garden Pre-	CalWORKs	Contract Services	\$1.00
B0067553	Chabad of South Bay	CalWORKs	Contract Services	\$1.00
B0067555	Gidda's Nursing Regi	CalWORKs	Contract Services	\$1.00
B0067558	The Richstone Family	CalWORKs	Contract Services	\$1.00
B0067559	U.S. Healthworks	Human Resources	Other Services And Expense	\$2,000.00
B0067560	ECCD Petty Cash	Ctr for Arts Promo	Center For The Arts Misc.	\$4,000.00
B0067562	Bank of America	Information Technolo	Supplies	\$3,900.00

B0067563	Bank of America	Information Technolo	Supplies	\$2,640.00
B0067564	Bank of America	Information Technolo	Transportation/ Mileage	\$8,000.00
B0067565	Rose & Tuck, Llc	Information Technolo	New Equipment – Instruc.	\$16,850.00
B0067567	E.C.C. Public Inform	EOPS	Reproduction – Noninstruc.	\$6,000.00
B0067568	ECCD Petty Cash	CalWORKs	Supplies	\$750.00
B0067569	Medical Processor	Rad Tech	Maintenance Contracts	\$2,000.00
B0067574	Airgas	Wellness Center	Supplies	\$350.00
B0067575	ECCD Pty Csh	Physical Education	Supplies	\$1,000.00
B0067576	Airgas	Resp Therapy	Other Instr Supplies	\$350.00
B0067577	Staples	00-01 P4E INGLEWOOD	Supplies	\$900.00
B0067578	Verizon Wireless	00-01 P4E INGLEWOOD	Telephone	\$500.00
B0067579	ECCD Center	Ctr for Arts Instr/A	Supplies	\$238,571.00
B0067580	ECCD Petty Cash	Ctr for Arts Front	Supplies	\$450.00
B0067581	ECCD Petty Cash	Artes de El Camino	Supplies	\$2,000.00
B0067582	ECCD Petty Cash	Ctr for Arts Ticket	Supplies	\$200.00
B0067583	National TV Times	Public Information	Multi Media Advertising	\$25,000.00
B0067584	Parker & Covert Llp	Institutional Service	Legal	\$100,000.00
B0067585	ECCD Petty Cash	Information Technolo	Supplies	\$200.00
B0067586	Ecc Bookstore 5	Information Technolo	Supplies	\$500.00
B0067587	AMI Electrical & Tel	Telecommunications	Contract Services	\$1,000.00
B0067600	Brodart Co	Instructional Service	Library Books	\$500.00
B0067601	The Gale Group	Instructional Service	Library Books	\$13,000.00
B0067602	Matthew Bender	Instructional Service	Library Books	\$11,000.00
B0067603	Midwest Library Serv	Instructional Service	Library Books	\$6,000.00
B0067604	Routledge	Instructional Service	Library Books	\$2,275.00
B0067605	ECCD Pty Csh	Division Office Inst	Supplies	\$700.00
B0067606	Pacific Radio Electr	Audio/Visual	Supplies	\$500.00
B0067607	Connect TV	Audio/Visual	Repairs - Instructional	\$800.00
B0067608	Pro Color Lab West,	Audio/Visual	Supplies	\$800.00
B0067609	VTR Service Co.	Audio/Visual	Repairs - Instructional	\$1,500.00
B0067610	Nolo Press	Instructional Service	Library Books	\$500.00
B0067611	West Group	Instructional Service	Library Books	\$25,000.00
B0067612	Bowker/Reed Elsevier	Instructional Service	Library Books	\$2,700.00
B0067613	Battery Specialties	Instructional Televi	Supplies	\$150.00
B0067614	MCSI	Audio/Visual	Repairs - Instructional	\$500.00
B0067615	ECCD Petty Cash	Film Rental	Supplies	\$100.00
B0067616	ECCD Petty Cash	Learning Center	Supplies	\$300.00
B0067617	Fry's Electronics	Learning Center	Supplies	\$400.00

Total : **507** **\$4,117,947.93**

Total POs and BPOs : **615** **TOTAL \$4,340,329.81**

**Agenda for the El Camino Community College District Board of Trustees
for
Measure “E” Bond Fund**

	<u>Page No.</u>
I. INFORMATION	
A. Oversight Committee	1
B. Reports to Board of Trustees.....	1
C. Initial Projects.	1
D. Facilities Master Plan Funding	6
E. Expenditures By Project Categories Through 6/30/03.....	7
II. APPROVAL	
A. Transfer of Funds to General Fund-Restricted	8
III. RATIFICATION	
A. Purchase Orders.	8
B. Change Orders.....	8

Measure E

I. INFORMATION

- A. Oversight Committee** - The committee toured the Science Complex renovation site at the August 6 meeting and also discussed the format of the annual report they are required to issue by April, 2004. The next meeting is scheduled for Wednesday, September 10 at 3 p.m.
- B. Reports to Board of Trustees** - All monthly Measure E reports to the Board are being filed with the Reference Desk Librarian in the El Camino Library for access by the public.
- C. Initial Projects** - The July report estimated that \$1,500,000 would be spent for equipment. It is now estimated that approximately \$4,200,000 will be expended during this fiscal year. The following listing identifies equipment needs which have been approved for purchase this year.

ACADEMIC AFFAIRS		
<u>Division</u>	<u>Equipment</u>	<u>Amount</u>
Behavioral & Social Science	450 Tablet desks, 100 Student Chairs Subtotal (42-56420-01-200000-0601)	\$61,038 \$61,038
Business	24 Electrical, network, audio, video outlets 24 Media Center consoles 150 Tables and chairs/tablet arm chairs 190 Chairs 8 Projectors w/amplifier & sound system Subtotal (42-56420-01-050000-0602)	\$96,000 240,000 26,250 47,500 96,000 \$505,750
Fine Arts	Art Gallery lighting system Dance floor in PE 233 70 Student desks 4 Band/Orchestra instruments Lighting equipment in TH 151 Marsee LCD projector 2 Grand pianos model M 30 Pottery wheels Portable dance floor in Campus Theater 2 Upright pianos Marsee lighting system Subtotal (42-56420-01-100000-0604)	\$51,400 6,500 4,900 20,200 23,000 10,300 59,000 36,000 5,200 31,800 131,000 \$379,300
Health Science & Athletics	4 Ceiling mounted overhead projectors Subtotal (42-56420-01-080000-0605)	\$10,000 \$10,000
Radiologic Technology	LCD Ceiling projector in MCS 10 Subtotal (42-56420-01-120000-0605)	\$4,000 \$4,000

<u>Division</u>	<u>Equipment</u>	<u>Amount</u>
Respiratory Care	Servo 300A adult ventilator	\$15,000
	Drager Evita adult ventilator	22,000
	Baby Log 8000 infant ventilator	15,000
	Percussionaire IPV IC	2,500
	Percussionaire Corp IPV Device	2,500
	Sechrist Millenium Neo/Peds Ventilator	10,000
	Humidifiers, O2 Analyzers	6,000
	3 Portable PFT Devices	12,000
	Subtotal (42-56420-01-120000-0605)	\$85,000
Athletic Training Room	Vectra Pro Channel Combo	\$7,295
	First Save Automated External Defibrillator	3,250
	Schwinn Johnny G. Spinner Pro	900
	Subtotal (42-56420-01-080000-0605)	\$11,445
Fitness/Wellness Center	2 Treadmills	\$12,400
	3 Recumbent Cycles	9,000
	Subtotal (42-56420-01-080000-0605)	\$21,400
Special Resource Center	4 Portable Assistive Listening Devices	\$3,200
	5 Classroom Captioning Accessible	4,000
	2 Production Recorders	800
	Duplicator	500
	Scan/Read Kurzweil 3000	3,000
	5 Read Only Kurzweil	10,000
	Omni Page 12	1,000
	Dragon Naturally Speaking Voice Input with Mics	8,000
	VCR/DVD Playback Units with Closed Captions	1,500
	2 ParaffinSystem	800
	12 High Tech Center Student Stations	27,684
		Subtotal (42-56420-01-642000-0609)
Nursing	SimMan Patient Simulator	\$50,000
	PediaSim Pediatric Simulator	50,000
	CathSim Computerized System – IV Insertion	8,000
	Subtotal (42-56420-01-080000-0612)	\$108,000
Athletics	Pole Vault Pit	\$10,708
	2 Gym Scoreboards	32,000
	2 Glass Basketball Backboards	4,000
	Subtotal (42-56420-01-080000-0605)	\$46,708
Humanities	75 Computers and Peripherals for C204 & C205	\$142,079
	2 LCD Ceiling Mounted Projectors	18,172
	15 Computers and Peripherals for Writing Center	30,000
	6 TVs and VCR/DVD Units	6,000
	20 Overhead Projectors & Carts	8,000
	6 Locking Storage Cabinets	3,000
	Subtotal (42-56420-01-150000-0606)	\$207,251

<u>Division</u>	<u>Equipment</u>	<u>Amount</u>
Industry & Technology	Engine Analyzer	\$47,920
	2 CNC Vertical Milling Machine	35,840
	Spray Booth	45,465
	Downdraft Sanding Table	4,765
	Coordinate Measuring Machine (CMM)	31,068
	Tables and Chairs for TA 253	6,500
	10 Welding Machines	27,060
	4 Cutoff Saws	1,084
	Welding Torches and Accessories	14,667
	3 Welding Machines	1,300
	Computer, Desktop System	2,922
	VCR/DVD Wall Mounted	433
	10 Refrigerators	5,410
	Condensing Units, AC Ducting & Equipment	31,923
	3D Dimensional Printer	40,595
	Opaque Projector	5,412
	Classroom AV Equipment	1,910
	15 Spray Guns and Tune-Up Kits	9,735
	Desks and Chairs for Lecture Room	6,500
	Scan Tools	10,824
	Battery Testers	5,412
	Pneumatic Training Module	9,742
	Hydraulic Tube Bender	542
	Partitions:	
	Permanent	340
	Portable	630
	Video Camera and Accessories	1,515
	Portable Digitizer	2,700
	Air Filtration System	10,825
	Design Studio Workstation	5,360
	Mortiser	5,500
	CNC Lathe, HAAS Toolroom Model	24,248
	Panel Router	24,900
VB Master Lathe	10,720	
24" Wood Lathe	5,250	
Plasma Cutter	2,845	
Torque Converter Cleaner	1,875	
Engine Dynamometer	5,770	
Auto Frame Laser Measuring System	34,640	
Cleaning Oven	9,986	
	Subtotal (42-56420-01-090000-0607)	\$494,133

<u>Division</u>	<u>Equipment</u>	<u>Amount</u>
Learning Resources	Book Shelves	\$80,000
	Learning Resources Center Audio Visual Equipment	25,000
	Distance Education Servers and other features	135,000
	Surveillance/Security System	20,000
	Integrated Library System	170,000
	Subtotal (42-56420-01-612000-0609)	\$430,000
Mathematical Sciences	Mathematical Sciences Computer Labs	\$118,774
	Computer Science Computer Lab	38,734
	Classroom Video/Audio Projection Systems	61,794
	Portable Smart Cart	6,327
	MCS Internet Hotspot	918
	Hallway Tables and Chairs	16,000
	Subtotal (42-56420-01-170000-0610)	\$242,547
Natural Sciences	Refrigerators & Refrigerator/Freezers for Life Sci	\$32,745
	Incubators for Life Sciences	13,693
	Ovens for Chemistry	5,576
	Hotplates and Hotplate/Stirrers for Life Sciences, Chemistry and Earth Sciences	25,087
	Ballistic Pendulum	20,604
	Digitizing Oscilloscope	21,020
	Audio Generators	5,200
	Gas Chromatographs with TCD	9,878
	Wall Charts for the Natural Sciences Area	8,080
	Centrifuges	5,180
	Ocean Relief Globe	4,200
	Skymaster Projector, Basic plus options	373,250
	PH Electrodes, Orion Triode	2,120
	Anatomical Models	17,861
	Electric Sieve Shaker	939
	Wentworth Scale Brass Sieve Set	324
Subtotal (42-56420-01-190000-0611)	\$545,757	
Total – Academic Affairs		\$3,212,813

ADMINISTRATIVE SERVICES

<u>Division</u>	<u>Equipment</u>	<u>Amount</u>
Facilities	1 Aerial Lift	\$50,000
Planning	6 Taylor Dunn Electric Carts	39,000
Services	6 Pathway Electric Carts	19,000
	1 Concrete Saw	2,000
	6 Dumpster Bins	6,000
	1 Drawing & Document Management System	20,000
	1 Van (10 passenger)	27,000
	1 Staff Vehicle	23,000
	Subtotal (42-56420-01-650000-0603)	\$186,000
Information	Network Distribution Equipment*	\$199,214
Technology	Voice Mail System	60,000
Services	Automatic Call Director	45,438
	5 Campus-Wide Servers	210,000
	Subtotal (42-56420-01-678000-0608)	\$514,652
	Total - Administrative Services	\$700,652

*Purchase approved at July 21, 2003 meeting.

STUDENT AND COMMUNITY ADVANCEMENT

<u>Division</u>	<u>Equipment</u>	<u>Amount</u>
Admissions & Records	Production Quality Printer*	\$58,835
	6 Scanners	15,000
	Microfilm Reader/Printer	3,500
	8 Kiosks for SSC Lobby	64,800
	Time Stamp Machine	650
	Validator	4,100
	Subtotal (42-56420-01-620000-0613)	\$146,885
Counseling and Student Services	SAFCO Hand Truck	\$469
	SARS Network Station Wiring	2,000
	Digital Camera	500
	Microtek Scanmaker	140
	Subtotal (42-56420-01-631000-0613)	\$3,109
CalWORKS	LCD Projector	\$2,600
	Brother 5-1N Laser FAX	550
	Subtotal (42-56420-01-634000-0613)	\$3,150
EOP&S	25" TV/VCR/DVD Combo	\$1,000
	SARS Tall Computer Station	800
	TV/VCR/Cart	125
	SARS Network Station	500
	Scanner	400
	Subtotal (42-56420-01-643000-0613)	\$2,825

<u>Division</u>	<u>Equipment</u>	<u>Amount</u>
Student Health Center	SARS Computers	\$10,000
	Electric Typewriter	700
	2 Medication Refrigerators	1,000
	2 Microscopes	4,000
	Autoclave	3,000
	Subtotal (42-56420-01-644000-0613)	\$18,700
Financial Aid	Scanner	\$600
	Shredder	1,000
	Subtotal (42-56420-01-646000-0613)	\$1,600
Assessment & Testing	Shredder	\$850
	Subtotal (42-56420-01-632000-0613)	\$850
Inglewood Center	Commercial Copier	\$5,000
	FAX	500
	Subtotal (42-56420-01-634000-0613)	\$5,500
Total – Student & Community Advancement		\$182,619
Grand Total		\$4,096,084

*Purchase approved at July 21, 2003

D. FACILITIES MASTER PLAN FUNDING

It was reported at the June 24, 2002, Board meeting that the estimated total cost of the Facilities Master Plan was \$460,016,464 and that revenues from the State and other sources was estimated at approximately \$65,500,000. The deficit of \$394,516,464 was funded from passage of the bond. The table below reports the status of the receipt of revenues from all sources as of 6/30/03.

<u>Source</u>	<u>Total Income Budget</u>	<u>Income Received @ 6/30/03</u>	<u>Uncollected Income @ 7/1/03</u>
State Capital Construction Program	\$ 33,900,000	\$ 0	\$ 33,900,000
State Scheduled Maintenance Program	15,600,000	0	15,600,000
State Hazardous Materials Abatement Program	2,200,000	0	2,200,000
State Equipment & Library Material Program	9,100,000	287,741	8,812,259
Redevelopment Funds	1,300,000	0	1,300,000
Campus Center Fees	2,000,000	0	2,000,000
Parking Fees	700,000	0	700,000
Bookstore / Food Services	700,000	0	700,000
Local Bond Funds	<u>394,516,464</u>	<u>63,700,000</u>	<u>330,816,464</u>
Total	\$ 460,016,464	\$ 63,987,741	\$ 396,028,723

E. EXPENDITURES BY PROJECT CATEGORIES THROUGH 6/30/03

The Campus Facilities Needs Report prepared in April, 2001 identified the seven major categories listed below to describe the type of renovation or replacement needed for El Camino's facilities. The table reports the original budget with expenditures through the date indicated and the budget balance at that date. The expenditure amount will be updated monthly to provide a current balance.

	<u>Bond</u>	<u>Other</u>	<u>Total</u>
Additional Classrooms and Modernization (ACM)	204,630,902	37,900,000	242,530,902
Expended through 6/30/03	3,210,635	0	3,210,635
Balance @ 6/30/03	201,420,267	37,900,000	239,320,267
Health and Safety Improvements (HSI)	84,007,276	17,800,000	101,807,276
Expended through 6/30/03	201,820	0	201,820
Balance @ 6/30/03	83,805,456	17,800,000	101,605,456
Energy Efficiency Improvements (EEI)	16,819,098	0	16,819,098
Expended through 6/30/03	0	0	0
Balance @ 6/30/03	16,819,098	0	16,819,098
Site Improvements Accessibility, Safety/Security (CSI)	28,435,148	700,000	29,135,148
Expended through 6/30/03	0	0	0
Balance @ 6/30/03	24,435,148	700,000	29,135,148
Information Technology and Equipment (ITE)	58,674,739	9,100,000	67,774,739
Expended through 6/30/03	0	0	0
Balance @ 6/30/03	58,674,739	9,100,000	67,774,739
Physical Education Facilities Improvements (PEFI)	1,949,301	0	1,949,301
Expended through 6/30/03	0	0	0
Balance @ 6/30/03	1,949,301	0	1,949,301

II. APPROVAL

A. TRANSFER OF FUNDS TO GENERAL FUND-RESTRICTED

It is recommended that \$95,914 of monies in the 2003-04 General Obligation Bond Fund (42) be transferred to the General Restricted Fund (12) to meet the 2002-03 requirements to match the State funds, \$1/District to \$3/State, received for library materials/ instructional equipment/technology.

III. RATIFICATION

A. PURCHASE ORDERS

The following purchase orders have been issued in accordance with the District's purchasing policy and authorization of the Board of Trustees. It is recommended that the following purchase orders for Measure "E" expenditures be ratified and that payment be authorized upon delivery and acceptance of the items or services ordered.

<u>P.O. Number</u>	<u>Vendor Name</u>	<u>Site Name</u>	<u>Description</u>	<u>P.O. Cost</u>
P0069002	GE Capital Modular Space	Facilities/Planning	Temporary Structure	5,844.21
P0069003	Metronome, Inc.*	Information Tech	Network Equipment	203,032.83
P0069009	Metronome, Inc.*	Information Tech	Installation and labor	11,654.00
P0069010	Archie Ivy, Inc.	Facilities/Planning	Repairs	11,854.00
Total:				232,385.04

<u>B.P.O. Number</u>	<u>Vendor Name</u>	<u>Site Name</u>	<u>Description</u>	<u>P.O. Cost</u>
B0069005	Hammel, Green & Abrahamson	Facilities/Planning	Contract Services	\$35,000.00
B0069006	TBP Architecture *	Facilities/Planning	Contract Services	49,000.00
B0069007	Psomas *	Facilities/Planning	Contract Services	94,700.00
B0069008	Degenkolb Engineers *	Facilities/Planning	Contract Services	52,500.00
Total:				\$231,200.00
Total POs and BPOs:				0
				\$465,317.04
				4

* Contract approved at the July 21, 2003 meeting.

B. CHANGE ORDERS

No change orders for July, 2003.

**Agenda for the El Camino Community College District Board of Trustees
from
Human Resources - Administrative Services**

	<u>Page No.</u>
A. Employment and Personnel Changes.....	1-6
B. Classified Professional Growth	6
C. Revised Classified Position and Classification Specifications.....	6, 8-10
D. Public Hearing Regarding Negotiations Between the El Camino Community College District and the El Camino College Federation of Teachers, Local 1388, AFT, AFL-CIO, For Fall 2003 Reopener Negotiations.....	6-7
E. Volunteers	7

August 18, 2003

Human Resources – Administrative Services iii

A. EMPLOYMENT AND PERSONNEL

It is recommended that the Board ratify/approve the employment and personnel changes for certificated, classified, special project temporary administrators and temporary classified service employees as shown in items 1-22, 1-9, 1 & 1-6.

1. Change in Salary – Ms. Leigh St. John, full-time instructor of Natural Sciences, from Class III, Step 20 to Class IV, Step 20, effective August 28, 2003.
2. Change in Salary – Ms. Barbara Jaffe, full-time instructor of English as a Second Language, from Class III, Step 12, to Class IV, Step 12, effective August 28, 2003.
3. Special Assignment – Mr. Gerald Strouse, part-time instructor of Fire & Emergency Technology, to conduct Elementary First Aid class for the Standards for Training Certificate and Watch Keeping Program (STCW) on an as-needed basis, to be paid \$49.05 an hour, not to exceed \$17,500, effective August 19, 2003 through June 30, 2004, in accordance with the Agreement, Article X, Section 9(m).
4. Special Assignment – Mr. Oscar Lee Douglas, part-time instructor of Human Development and Academic Strategies to teach non-credit Community Education classes, to be paid 35% of final student enrollment, not to exceed \$135, effective July 12 through July 26, 2003, in accordance with the Agreement, Article X, Section 9(m).
5. Special Assignment – The following part-time instructors of Applied Music, to be paid \$24.53 per hour, effective September 2 through December 21, 2003, in accordance with the Agreement, Article X, Section 9(m).

Name	Not to Exceed
Margot Martin	8 hours per week
Susan Helfter	5 hours per week
Jeanette Wrate	9 hours per week

6. Special Assignment – Ms. Janice Ball, full-time instructor of Academic Strategies, to perform in-service tutor training for MESA facilitators, to be paid \$49.05 an hour, not to exceed \$500, effective August 11 through September 30, 2003 in accordance with the Agreement, Article X, Section 14(a).
7. Special Assignment – Ms. Lutchminia Bilici, full-time instructor of CIS, to administer credit-by-examination, to be paid \$49.05 an hour, not to exceed \$400, effective September 2, 2003 through June 30, 2004, in accordance with the Agreement, Article X, Section 7(c).
8. Special Assignment – Ms. Sally Strehlke, full-time instructor of Office Administration, to administer credit-by-examination, to be paid \$49.05 an hour, not to exceed \$300,

August 18, 2003

Human Resources – Administrative Services - 1

effective September 2, 2003 through June 30, 2004, in accordance with the Agreement, Article X, Section 7(c).

9. Special Assignment – Ms. Kriss Stauber, full-time instructor of Office Administration, to administer credit-by-examination, to be paid \$49.05 an hour, not to exceed \$600, effective September 2, 2003 through June 30, 2004, in accordance with the Agreement, Article X, Section 7(c).
10. Special Assignment – Mr. Noel Craven, part-time instructor of Business, to develop and complete summer 2004 Study Abroad Program, effective July 22 through August 22, 2003, to be paid \$49.05 an hour, not to exceed 30 hours or \$1,500, in accordance with the Agreement, Article 10, Section 9(m).
11. Special Assignment – Ms. Susanna Meiers, part-time/temporary instructor (1) Art Gallery curator and curriculum preparations, to be paid \$43.41 per hour, not to exceed 24 hours per week, effective August 18 through August 29, 2003; and (2) Art Gallery laboratory and curator to be paid \$43.41 per hour, not to exceed 24 hours per week for 16 weeks, effective September 2 through December 19, 2003, in accordance with the Agreement, Article X, Section 9(m).
12. Special Assignment – Mr. Michael Miller, part-time/temporary instructor (1) Art Gallery installations and curriculum preparations, to be paid \$43.41 per hour not to exceed 24 hours per week, effective August 18 through August 29, 2003; (2) Art Gallery student lab and installations, to be paid \$43.41 per hour for 8 hours per week for 16 weeks, effective September 2 through December 19, 2003, in accordance with the Agreement, Article X, Section 9(m).
13. Special Assignment – The following instructors of English to administer credit-by-examination during the 2003-2004 fiscal year, to be paid \$49.05 an hour, in accordance with the Agreement Article X, Section 7(c):

Eugene Armao	Ann Kessler
Sara Blake	Rosemarie Kistler
Barbara Budrovich	Mary Ann Leiby
Dana Crotwell	Inna Newbury
Sean Donnell	Adrienne Sharp
Suzanne Gate	Cynthia Silverman
Brent Isaacs	Laura Welsh
Barbara Jaffe	Phyllis West
Jeff Jung	Joy Zhao

14. Special Assignment – The following part-time instructors of foreign language, to administer credit-by-examination during the 2003-2004 fiscal year, to be paid \$49.05 an hour, in accordance with the Agreement, Article X, Section 7(c):

Aleta Davis	Francesca Leardini
-------------	--------------------

August 18, 2003

Administrative Services – Human Resources – 2

Carolina Perez

Chris Stevens

15. Stipend Assignment – Mr. Gary Robertson, Part-time instructor of Speech Communications, to be paid \$50.00 for lecture presentation July 12, 2003, in accordance with the Agreement, Article X, Section 9(m).
16. Stipend Assignment – Ms. Sacha Bryant, part-time instructor of Physical Education, to be paid \$419, to take Pep Squad to camp in Santa Barbara, effective August 11 through August 14, 2003, in accordance with the Agreement, Article X, Section 9(m).
17. Stipend Assignment – Ms. June Nelson, full-time instructor of Music, to be paid \$500, for a piano recital to be presented October 26, 2003, in accordance with the Agreement, Article X, Section 14(a).
18. Stipend Assignment – Ms. Emily Rader, full-time instructor of History to be paid \$500, for a lecture to be presented November 22, 2003, in accordance with the Agreement, Article X, Section 14(a).
19. Stipend Assignment – Ms. Rhonda Dillon, part-time instructor of Music, to be paid \$750, for a voice recital to be presented November 23, 2003, in accordance with the Agreement, Article X, Section 9(m).
20. Stipend Assignment – Ms. Cynthia Bahti part-time instructor of Speech Communications, to be paid \$500, for the lecture to be presented December 5, 2003, in accordance with the Agreement, Article X, Section 9(m).
21. Amend Employment – The following part-time/temporary instructor to be hired as needed for the 2003 Summer Session:
Mathematics
Raymond Badalian, Class IV, Step 12
22. Employment – The following part-time/temporary instructors to be hired as needed for the 2003 Fall Semester.

Behavioral & Social Sciences

Andrew Levine
William Sokoloff
Julio Torres

Business

Vincent DeLuca
Bruce Legg
Sophia Sherif

X. Health Sciences & Athletics

Sivi Banks-Carson
Edwardo Barragan
Marisa Chan
Delia Cunningham
Donna Green
Margaret Ernaga
Norene Gift
Brian Gold

Paul Ichino
Rolando Reyes
Heidi Roberts
Michael Schultz
Darryl Sue
Lisa Weyh
Karen Wyatt
Mits Yamashita

XI. Humanities

Kristie DiGregorio
Beatriz Mascia
Kim Runkle

Rhonda Walker
Aimee Wang-Chen
Tamzen Whelan

XII. Industry & Technology

Gregory Barton

XIII. Mathematics

Cornelius Mahoney

Classified Personnel:

1. Retirement – Arlene Ishimoto, Administrative Assistant II, Range 31, Step E, Community Advancement Division, Student and Community Advancement Area, effective December 1, 2003.
2. Resignation – Mr. Rudy Avelar, Police Officer, Range 1, Step C, Campus Police Division, Administrative Services Area, effective July 23, 2003, plus accrued vacation.
3. Resignation – Ms. Stephanie DeWitt, Accounting Technician II, Range 32, Step C, Fiscal Services Division, Administrative Services Area, effective August 22, 2003, plus accrued vacation.
4. Personal Leave of Absence 10% - Ms. Ruth Sanchez, Assistant to Vice President, Range 12, Step E, (Confidential Salary Schedule), Administrative Services Area, effective September 2 through December 21, 2003.
5. Amend Extended Change of Assignment – Ms. Annette Owens, from 100% to 60% Trainer/Instructional Technology Specialist, Staff Development/Human Resources Division, Administrative Services Area, 40% Web Developer, Public Information August 18, 2003
Administrative Services – Human Resources - 4

Division, President's Office Area, Range 41, Step D, effective July 1 through December 31, 2003.

6. Change in Assignment – Ms. Barbara Grover, Administrative Assistant II, Range 31, Step E, from Mathematical Sciences to Behavioral & Social Sciences Division, Academic Affairs Area, effective August 18, 2003.
7. Change in Assignment - Ms. Diane Martinez, Student Services Advisor, Range 35, Step C, from EOP&S to Transfer Center/Counseling and Student Services Division, Student and Community Advancement Area, effective September 1, 2003 through June 30, 2004.
8. Change in Classification - Ms. Cathy Lakatos, from Financial Aid Advisor, Range 35, Step E, Financial Aid/Enrollment Services Division, to Student Services Advisor, Range 35, Step E, Counseling & Student Services Division, Student and Community Advancement Area, effective September 1, 2003 through June 30, 2004.
9. Employment – Ms. Sharin Nakayama, Lead Interpreter Specialist, Range 38, Step A, Special Resources Center/Health Sciences & Athletics Division, Academic Affairs Area, effective September 1, 2003.

Special Project Temporary Administrators:

1. Extend Employment – Ms. Alba Martinez, Special Project Temporary Administrator, Behavioral and Social Sciences Division, Academic Affairs Area, to be paid \$244 a day, Range 4, Step 2, of the Special Project Temporary Administrator Salary Schedule, not to exceed \$63,440, effective August 19, 2003 through June 30, 2004.

Temporary Classified Service Employees:

1. Ms. Carole Marks – Administrative Assistant II, Range 31, Step E, Behavioral & Social Sciences Division, Academic Affairs Area, to meet Spring 2004 deadlines, effective August 4 through December 20, 2003.
2. Ms. Shirley Snider - Administrative Assistant II, Range 31, Step E, Mathematical Sciences Division, Academic Affairs Area, to work half time, effective August 25 through September 30, 2003, focusing on Datatel-intensive work.
3. Amend Assignment - Ms. Mildred Pullman, Clerical Assistant, Range 20, Step E, Mathematical Sciences Division, Academic Affairs Area, to work 24 hours a week instead of 12 hours, effective September 1 through September 30, 2003, to perform a variety of routine clerical, general office and typing duties, and provide customer service during evening hours.

4. Extend Employment - Mr. Jason Haddix, 50% Help Desk Consultant, Range 30, Step A, Information Technology Services, Administrative Services Area, to work 3 days, 24 hours per week, effective October 1 through December 30, 2003, to assist users via phone and electronic mail with hardware and software operation issues.
5. Extend Employment - Ms. Jane Richmond, 45% Senior Clerical Assistant, Range 24, Step A, Staff Development/Human Resources Division, Administrative Services Area, three days, 18 hours per week, effective September 1 through November 28, 2003, to provide assistance for the computer training program.
6. Extend Employment - Mr. Takeshi Tokiko, 50% Information Systems Technical Specialist, Range 37, Step A, Information Technology Services, Administrative Services Area, to work three days, 24 hours per week, effective October 1 through December 31, 2003, assisting users with system problems, provide personal computer software support, train and provide technical assistance to users, and integrate personal computer and mainframe operating system software.

B. CLASSIFIED PROFESSIONAL GROWTH

It is recommended that the Board ratify/approve the attendance of the following classified employee's conference and/or seminar paid from the Classified Professional Growth Fund as listed below:

Cal State Dominguez Hills/Fall '03 Semester: Seminar/Technology of Individual Counseling and Research Methods in Education - Myrna Mendoza. Aug. 25 – Dec.12, 2003. \$400.00 maximum.

C. REVISED CLASSIFIED POSITION AND CLASSIFICATION SPECIFICATIONS:

It is recommended that the Board revise the classification specifications for the following position:

Civic Center Specialist to Facilities Program Specialist as shown on pages 8-10.

D. PUBLIC HEARING REGARDING NEGOTIATIONS BETWEEN THE EL CAMINO COMMUNITY COLLEGE DISTRICT AND THE EL CAMINO COLLEGE FEDERATION OF TEACHERS, LOCAL 1388, AFT, AFL-CIO, FOR FALL 2003 REOPENER NEGOTIATIONS

It is recommended that the Board of Trustees conduct a public hearing at the August 18, 2003 Board meeting regarding the intent of the District and the Federation to negotiate as a result of the current budget crisis to avoid lay offs of permanent employees and to stabilize faculty salaries during the next one to three years.

Articles of the Agreement will be examined as necessary, upon mutual consent of the District and the Federation, where potential savings can be achieved to accomplish the above-stated goals.

Additionally, there may be other mutually agreed upon issues identified.

E. VOLUNTEERS

The following persons have volunteered to perform unsalaried services for the El Camino Community College District pursuant to Education Code Section 72401 and 82365. In accordance with Labor Code Section 3364.5, Worker's Compensation coverage is being provided for the following persons:

Mehmet Cakin
Ruth Dennis

EL CAMINO COMMUNITY COLLEGE DISTRICT

CLASS TITLE: FACILITIES PROGRAM SPECIALIST

BASIC FUNCTION:

Under the direction of an assigned administrator, schedule, document, coordinate and facilitate the scheduling and rental of college property and facilities; prepare contracts, invoices and related paperwork; interact with staff, community groups and general public; and provide administrative support for the facilities division management

REPRESENTATIVE DUTIES:

Schedule, document, coordinate and facilitate the rental of college property and facilities; receive facility use requests; communicate with community groups, District personnel and others to arrange use of school facilities.

Determine availability of requested site; compute charge for use of facilities, including labor, supplies and equipment costs; arrange for security as required.

Assist in designing and maintaining the information for input on the Web.

Prepare contracts, invoices and related paperwork; arrange for custodial, athletic and food services personnel as needed; assure proper billing and collection of fees for facility use.

Plan, organize and schedule planning meetings between the center and staff; communicate and coordinate rental logistics with staff and communicate changes or additional needs as required.

Respond to phone requests concerning various District events; provide information related to the use of facilities available.

Develop and maintain accurate budgets for the Civic Center and facilities projects; prepare the annual preliminary budget for the District; analyze and review budgetary and financial data; control and monitor expenditures in accordance with established limitations.

Organize, file and maintain construction and maintenance documents, drawings, specifications and related materials.

Coordinate with maintenance personnel to complete work needed to contract use.

Exercise independent judgment regarding operational problems.

Operate a variety of office equipment including computer, calculator, facsimile machine, typewriter, scanner and copier.

.

Prepare and maintain a variety of files, records and reports.

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Rules, regulations, codes, policies, procedures and practices as related to the Civic Center.

Oral and written communication skills.

Facility scheduling and fee schedules.

Operation of a computer terminal.

Modern office practices, procedures and equipment.

Record-keeping techniques.

Interpersonal skills using tact, patience and courtesy.

District organization, operations, policies and objectives.

ABILITY TO:

Operate facilities operating systems and related software.

Schedule, document, coordinate and facilitate the rental of college property and facilities.

Assess renter needs and interests and obtain relevant solutions.

Conduct and facilitate meetings.

Read, interpret, apply and explain rules, regulations and procedures.

Communicate effectively both orally and in writing.

Maintain records and prepare reports.

Establish and maintain cooperative and effective working relationships with others.

Prioritize and schedule work.

Operate a computer and related office equipment.

Manage content of Internet application.

Analyze situations accurately and adopt an effective course of action.

Work independently with little direction.

Meet schedules and time lines.

EDUCATION AND EXPERIENCE:

Any combination equivalent: two years college-level course work in business or related field and two years coordination and administrative experience.

LICENSE AND OTHER REQUIREMENTS:

May require a valid driver's license.

WORKING CONDITIONS:

Office setting environment

Sit for extended periods of time

Dexterity of hands and fingers to operate office equipment

Hear and speak to exchange information on the telephone or in person

Subject to constant interruptions

Classified Salary Range: 32

Revised: August 18, 2003

Board Approved: August 18, 2003