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**El Camino Community College District
Board of Trustees**

**Agenda, Monday, October 15, 2007
Board Room
4:30 p.m.**

- I. Roll Call, Pledge of Allegiance to the Flag**
- II. Approval of Minutes of the Regular Board Meeting of September 4, 2007,
Pages 4-6**
- III. Presentations – none**
- IV. Public Hearing – none**
- V. Consent Agenda – Recommendation of Superintendent/President, Discussion
and Adoption**
 - A. Public Comment
 - 1. Academic Affairs
*See Academic Affairs Agenda,
Pages 7-21*
 - 2. Student and Community Advancement
*See Student Services Agenda,
Pages 22-31*
 - 3. Administrative Services
See Administrative Services Agenda, Pages 32-63
 - 4. *See Measure "E" Bond Fund Agenda,
Pages 64-73*
 - 5. *See Human Resources Agenda,
Pages 74-96*
 - 6. Superintendent/President
*See Superintendent/President Agenda,
Page 97-101*
- VI. Committee of the Whole**
 - A. Public Comment
 - 1. Board Correspondence and

- Reading Materials, Page 102
2. Accreditation Self-Study
Participation of Board Members, Page 102
 3. 2006-2007 Board of Trustees
Evaluation and Goals for
2007 – 2008, Page 103

VII. Public Comment on Non-Agenda Items

VIII. Oral Reports

- A. Academic Senate Report
- B. Compton Center Provost Report
- C. Board of Trustees Report
- D. President's Report

Board of Trustees Meeting Schedule for 2007
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4:30 p.m. Board Room

Monday, January 22, 2007
Tuesday, February 20, 2007
Monday, March 19, 2007
Monday, April 16, 2007
Monday, May 21, 2007
Monday, June 18, 2007
Monday, July 16, 2007
Monday, August 20, 2007
Tuesday, September 4, 2007
Monday, October 15, 2007
Monday, November 19, 2007
Monday, December 17, 2007

EL CAMINO COLLEGE STRATEGIC PLAN 2007 THROUGH 2010

Vision Statement

El Camino College will be the College of choice for successful student learning, caring student services and open access. We, the employees, will work together to create an environment that emphasizes people, respect, integrity, diversity and excellence. Our College will be a leader in demonstrating accountability to our community.

Mission Statement

El Camino College offers quality, comprehensive educational programs and services to ensure the educational success of students from our diverse community.

Statement of Philosophy

Everything El Camino College is or does must be centered on its community. The community saw the need and valued the reason for the creation of El Camino College. It is to our community that we must be responsible and responsive in all matters educational, fiscal and social.

Statement of Values

Our highest value is placed on our students and their educational goals, interwoven in that value is our recognition that the faculty and staff of El Camino College are the College's stability, its source of strength and its driving force. With this in mind, our five core values are:

People – We strive to balance the needs of our students, employees and community.

Respect – We work in a spirit of cooperation and collaboration.

Integrity – We act ethically and honestly toward our students, colleagues and community.

Diversity – We recognize and appreciate our similarities and differences.

Excellence – We aspire to deliver quality and excellence in all we do.

Guiding Principles

The following guiding principles are used to direct the efforts of the District:

El Camino College must strive for distinction in everything the College does—in the classroom, in services and in human relations. Respect for our students, fellow employees, community and ourselves, must be our underlying goal.

Cooperation among our many partners including other schools and colleges, businesses and industries, and individuals is vital for our success.

Access and success must never be compromised. Our classrooms are open to everyone who meets our admission eligibility and our community programs are open to all. This policy is enforced without discrimination and without regard to gender, ethnicity, personal beliefs, abilities or background.

Strategic Initiatives

1. Offer excellent educational and student support services:
 - a) Enhance college services to support student learning using a variety of instructional delivery methods and services.
 - b) Maximize growth opportunities and strengthen programs and services to enhance student success.
 - c) Strengthen partnerships with schools, colleges and universities, businesses and community-based organizations to provide workforce training and economic development for our community.
2. Support self-assessment, renewal, and innovation:
 - a) Use student learning outcomes and assessment to continually improve processes, programs and services.
 - b) Use research-based evidence as a foundation for effective planning, budgeting and evaluation processes.
3. Modernize the infrastructure to support quality programs and services:
 - a) Use technological advances to improve classroom instruction, services to students and employee productivity.
 - b) Improve facilities to meet the needs of students and the community for the next fifty years.

EL CAMINO COMMUNITY COLLEGE DISTRICT
MINUTES OF THE REGULAR MEETING OF
Tuesday, September 4, 2007

The Board of Trustees of the El Camino Community College District met at 4:30 p.m. on Tuesday, September 4, 2007, in the Board Room at El Camino College.

The following Trustees were present: Trustee William Beverly, President; Trustee Mary E. Combs, Vice President; Trustee Nathaniel Jackson, Secretary; Trustee Ray Gen, Member; Trustee Maureen O'Donnell, Member; and Ms. Roxanna Seyedin, Student Member.

Also present were Dr. Thomas M. Fallo, Superintendent/President; Dr. Francisco Arce, Vice President, Academic Affairs; Dr. Jeff Marsee, Vice President, Administrative Services; Dr. Jeanie Nishime, Vice President, Student Services; and Dr. Doris Givens, Provost, El Camino College Compton Community Educational Center.

Minutes of the Regular Board Meeting of August 20, 2007

The Minutes of the Regular Board Meeting of August 20, 2007 were approved.

Public Hearing – 2007-2008 El Camino Community College District Budget

It was moved by Trustee O'Donnell, seconded by Trustee Jackson, that a Public Hearing regarding the adoption of the 2007-2008 El Camino Community College District Budget be opened at 4:45 p.m. Motion carried. No comments were made.

It was moved by Trustee O'Donnell, seconded by Trustee Jackson, that the Public Hearing be closed at 4:50 p.m. Motion carried.

Adoption – 2007-2008 El Camino Community College District Budget

It was moved by Trustee O'Donnell, seconded by Trustee Combs, that the Board adopt the 2007-2008 El Camino Community College District Budget. Motion carried.

Consent Agenda

It was moved by Trustee O'Donnell, seconded by Trustee Combs, that the Board adopt the items presented on the agenda in the following areas.

Student Services

Student Field Trips

Grants

International Travel

Amended Articles of Incorporation of the El Camino Community College District Foundation

Administrative Services

AB 2910 Quarterly Fiscal Status Reports
Temporary Cash Borrowing
Agreements Under \$69,000
Agreements \$69,000 or Higher
Purchase Orders and Blanket Purchase Orders

Measure E Bond Fund

Category Budgets and Balance
Change Order – Learning Resources Center Project – H.L. Moe, Inc.
Purchase Orders and Blanket Purchase Orders

Human Resources

Employment and Personnel Changes
Temporary Non-Classified Service Employees
Resolution – Equivalence to Minimum Qualifications
Revised Administrator Salary Schedule

President/Board of Trustees

Travel

Motion carried. Student Trustee Seyedin recorded an advisory yes vote.

Amend Employment Contract

Dr. Thomas M. Fallo, Superintendent/President, effective July 1, 2007, the Superintendent/President's salary is to be increased to \$268,840 per year.

It was moved by Trustee Beverly, seconded by Trustee Gen, that the Board adopt the following resolution:

Whereas there was a dispute concerning the correct calculation of the Cost of Living Adjustment (COLA) for purposes of existing bargaining unit contracts, and

Whereas the dispute was resolved by adoption of 5% COLA across the Board of all employees of the District, and

Whereas the Board interprets its intent in including COLA in the President's contract was to treat all employees of the District in a similar manner with respect to COLA increases.

Resolved that the Board approve ten percent total adjustment comprised of the five percent increase fixed by the contract and the five percent compromise COLA awarded to all other employee groups.

Motion carried 4-1. Trustee Combs voted no. Student Trustee Seyedin recorded a yes vote.

Public Comment

Mr. Peter Marcoux addressed the Board on Board Policy 2510-Participation in Local Decision Making. Ms. Luukia Smith addressed President's Salary calculation.

Adjournment

Meeting adjourned at 7:25 p.m.

Nathaniel Jackson, Secretary of the Board

Thomas M. Fallo, Secretary to the Board

**Agenda for the El Camino Community College District Board of Trustees
from
Academic Affairs
Francisco Arce, Ed.D., Vice President**

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B. Accreditation Progress Report.....	21

ACADEMIC AFFAIRS

A. CONFERENCE ATTENDANCE – MATHEMATICS, ENGINEERING, SCIENCE ACHIEVEMENT (MESA) PROGRAM

It is recommended that the Board approve MESA students to participate in the conferences listed below.

1. Fourth Annual Pacific Gas & Electric (PG&E)-MESA Student Leadership Development Conference, San Ramon, California, on October 19-21, 2007. Lodging and registration will be covered by the PG&E Company. Students will be accompanied by MESA Director, Arturo Hernandez. Transportation will be by van. The recruiting process is taking place at this time and a list of potential participants is included below. A maximum of seven students will be able to take part in this conference.

Juan C. Acosta	Edward Jara	Tamara Restrepo
Welbert Bonilla	Myron Jimenez	Hadasa Y. Reyes
Milena Campos	Alexis J. Laguardia	Hiram J. Rios
George Cendejas	Jose E. Martinez	Joseph M. Rodriguez
Jorge Esparza	Angela M. Matias	Victor H. Rojas
Johan Giron	Daniel Mora	Nehemias O. Romero
Cody Gonzalez	Renee Norville	Luis M. Salazar
Mario Gregory	Ugoeze J. Nwokedi	Jorge A. Sanchez
Jose Guardado	Elmer A. Ochoa	Luis F. Solis
Philip M. Herbas	Claudia M. Ortiz-Gutierrez	Jesus A. Torres
Daniel E. Hernandez	Efrain Plascencia	Jose R. Torres
Bryan C. Herrera	Brian S. Quintero	Dalia C. Uribe
Jesus Jaime		

2. Society of Hispanic Professional Engineers (SHPE) National Technical Career Conference (NTCC) in Philadelphia, Pennsylvania, on October 31 – November 4, 2007. Lodging, registration and travel expenses will be covered by MESA. Transportation will be by air. Students will be accompanied by MESA Director, Arturo Hernandez. The approximate cost per student is \$900 and total expenses will not exceed \$6,000.

The purpose of this conference is to provide leadership, networking and professional development opportunities to MESA students.

ACADEMIC AFFAIRS

The following students are eligible candidates to attend the SHPE conference but a maximum of six will be selected to participate:

Welbert Bonilla
George Cendejas
Johan Giron
Edward Jara
Myron Jimenez
David C. Lopez
Jose E. Martinez

Salvador Montes
Daniel Mora
Ugoeze J. Nwokedi
Claudia M. Ortiz-Gutierrez
Tamara Restrepo
Luis M. Salazar
Jose R. Torres

B. ACCREDITATION PROGRESS REPORT

It is recommended that the Board accept the Accreditation Progress Report as follows:

EL CAMINO COLLEGE

Progress Report

Submitted by

El Camino College
16007 Crenshaw Boulevard
Torrance, California 90506

to

Accrediting Commission for Community and Junior Colleges
Western Association of Schools and Colleges

October 15, 2007

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6. Constitutional Amendment—Restructuring to Include Compton Center Faculty, Spring 2007	
7. ECC College Curriculum Committee By-Laws Revised in Spring 2007	
8. CCCD 2007-2008 Budget	

Statement on Report Preparation

The Progress Report completion was directed by Francisco M. Arce, Vice President of Academic Affairs and Accreditation Liaison Officer, in coordination with the Vice President of Administrative Services, the Vice President of Student Services, and the Provost/CEO of the Compton Center. The report was recommended to the Superintendent/President, Thomas M. Fallo, and approved by the Board of Trustees at the October 15, 2007 meeting.

The Progress Report did not have faculty involvement at this point because they are not involved in the development of the blended organizational structure and the definition and accountability for oversight of the operation and function of the Center. Initially there was an understanding that ECC would be submitting a Status Report and not a Progress Report. Your letter from April 23, 2007 uses Status Report and Progress Report interchangeably and as this report was being developed, it was treated as a Status Report which was a follow up on the Status Report that was completed on February 28, 2007. Future progress reports may involve a broader representation of the constituent groups if directed by the Commission. At this time, it seemed appropriate to focus on the work of the senior management team and how they resolved the development of the organizational structure and the roles and responsibilities of key administrative personnel.

This Progress Report is an accurate representation of the status of the partnership between the El Camino Community College District, the Compton Community College District and the Chancellor's Office to establish an educational center at the former site of Compton College. The first year was a year of triage, the second will require further stabilization of the Center and the Compton Community College District. A great deal of progress was made during the last year. It is expected that it will take one to three more years to achieve stabilization of the educational center.

A. Status on the progress of the “blended” organizational structure in defining accountability and oversight for the operation and function of the Center between El Camino and the Special Trustee

To improve the management of the Compton Community Educational Center, last spring the El Camino College (ECC) President in coordination with the Compton Community College District (CCCD) Special Trustee created the El Camino College/Compton Community College District (ECC/CCCD) Senior Management Team that includes: the ECC President as chair, the Special Trustee, the Center Provost and the three ECC Vice Presidents and the Associate Vice President. This group meets about every three to four weeks or more often if necessary to develop policy, to consult and to problem solve. This team has formalized into the major governance body for the Educational Center and aspects of the Compton Community College District. The team also developed the principles and policies for the operational and functional organization of the Center. Describing the role of the key administrative personnel and the special trustee is one of the major outcomes. These are described below and in the administrative organization chart.

Roles and Responsibilities of the Key Administrative Personnel

The administrative leadership model needed to succeed in the early stages of this recovery process is projected to become less hierarchical and more collaborative. The following key administrative positions reflect the manner in which the leadership roles shall interact when operating the El Camino College Compton Community Educational Center and the Compton Community College District. (Appendix 1)

Special Trustee

This position has direct oversight responsibilities for the Compton Community College District. The Special Trustee functions in all respects like an elected Board of Trustees. The Special Trustee’s primary point of contact with the Compton Educational Center (CEC) is through the Provost. In general, all rules, codes and regulations that apply to elected governing boards are assumed to exist for this position. Special Trustee is exempt from Brown Act requirements. The powers and authority of the Special Trustee are more specifically described in the legislation to amend the government code popularly known as AB 318 Chapter 50 of the California Education Code. (Appendix 2)

Superintendent/President

The El Camino College President is the senior administrator with ultimate oversight responsibility for the operation and control of the Compton Community Educational Center. The primary point of contact with the Center is through the Provost and the El Camino College Vice Presidents. The operational management team is identified as the President’s Cabinet which includes the Provost of the Compton Community Educational Center, hereafter called the Center. The Chief Executive Officer of the CCCD is the Provost and is the primary contact for the District operations.

Provost/Chief Executive Officer

As the overall team leader, when working collaboratively with the El Camino College Vice Presidents on Center issues and decisions, the Provost has full responsibility for the execution of

all agreed upon actions. This person is the on-sight senior administrator and is the official spokesperson for the El Camino College Compton Community Educational Center or the designee of the Superintendent/President. The Provost reports to the Superintendent/President of El Camino Community College and attends all Cabinet meetings as well as the El Camino College Board of Trustee meetings.

The Provost is also the Chief Executive Officer (CEO) reporting to the CCCD Special Trustee. The Provost/CEO is primarily responsible for operations of the CCCD such as budget, fiscal policy, and the administration of labor agreements, legal matters, bond management, facilities management and human resources. The Vice President of Administrative Services has oversight responsibilities in these areas and coordinates with the Provost to ensure operations are meeting legal and fiscal requirements of the District and the Center.

Vice Presidents

Each Vice President shall assume full oversight responsibilities for the management of their respective area of operation. While working collaboratively with the Provost, operational responsibility for each functional area remains with the Vice Presidents. In this capacity, the Vice Presidents will be required to implement all El Camino College policies and procedures related to academic and support functions. The Provost retains the responsibility of the chief employment administrator. This split between the process control responsibility of the Vice Presidents and the employee supervision of the Provost marks the primary difference in the leadership team. For example, the decision to temporarily transfer CCCD staff to El Camino College to learn processing procedures is a Vice President's decision. The actual transfer of CCCD employees requires the Provost's agreement.

This collaborative model of decision making will result in regular meetings with the Vice Presidents and Provost to discuss issues and suggest directions to be taken. The President's Cabinet will collaborate on issues that require El Camino College resources or that may affect the El Camino Community College District such as accreditation, fiscal stability, enrollment, services to constituents.

B. Status on the progress of the administrative accountability and oversight for the Center within the "blended" organizational structure

The Substantive Change Proposal approved by the Commission on March 28, 2007 outlined the levels of ECC administrative oversight of the Center. Year one and two of the five year plan are reiterated below:

1. First Year: Crisis Management
 - a. The initial year will focus on developing procedures and processes to establish routine functions. This will require significant El Camino College involvement in the operations and oversight. Initially, several key El Camino College managers, for example, Human Resources, may be assigned on a full-time temporary basis.

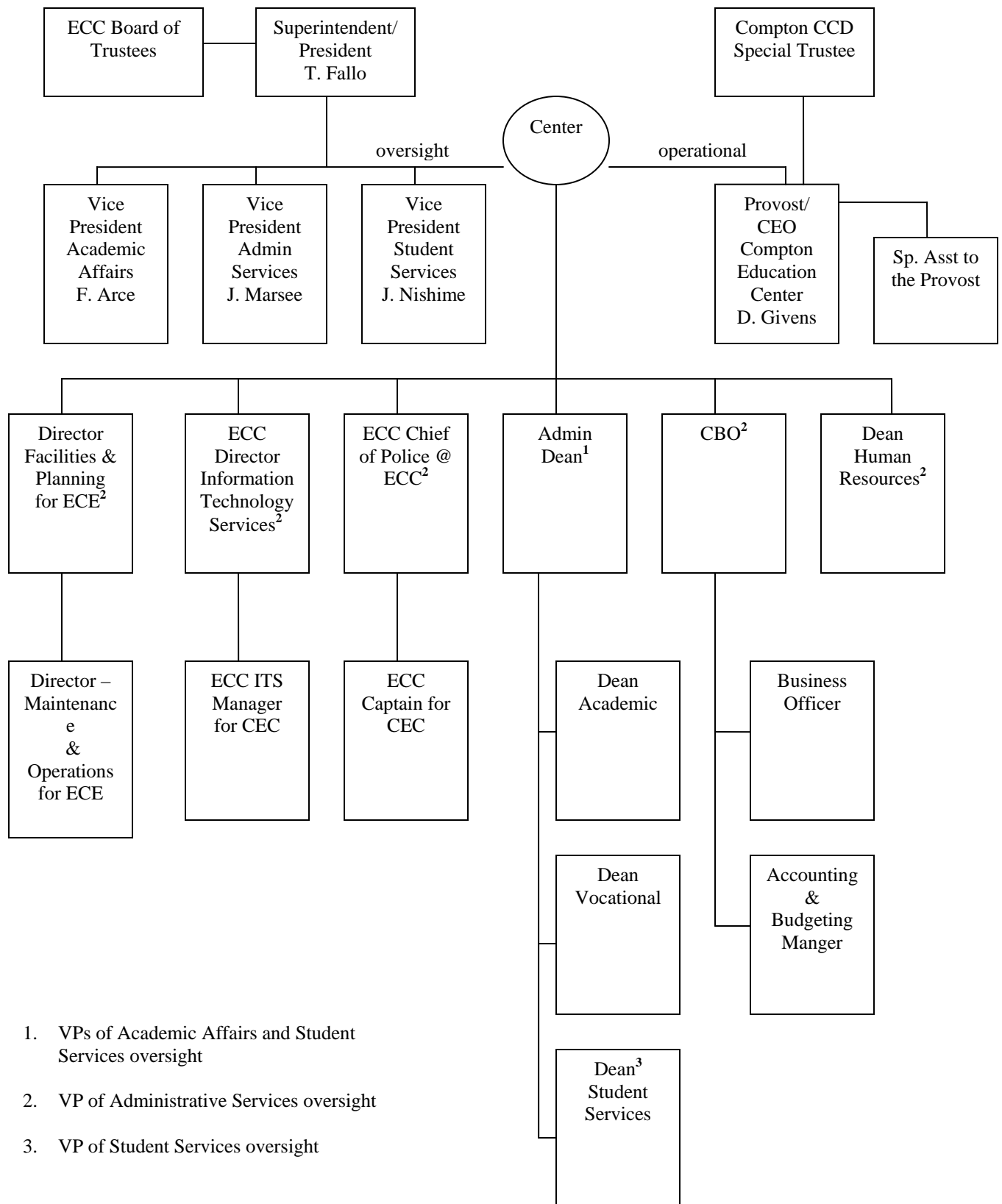
- b. A substantial amount of transaction processing will be completed at El Camino College, for example, in financial aid, payroll and purchasing. This will be facilitated by the current configuration of Datatel and Los Angeles County Office of Education Information Technology System consistencies between the two campuses. El Camino College will provide training and supervision for faculty, staff and managers as appropriate.
 - c. El Camino College will provide training and supervision for preliminary data entry. This will give the employees time to develop skills and written procedures for the ongoing operation of Compton Center.
2. Year Two: Stabilization. Hiring Management Team.
- a. Managers will be hired at the Compton Community Educational Center to provide direct supervision and assume responsibility for evaluation, staff development and performance review. A culture of understanding that evaluations will be performed will be established.
 - b. Some functions, such as Purchasing, will begin to shift back to the Compton Center.

In many respects significant progress was made during year one to strengthen oversight and administration of the Center. Progress continues to build and the partnership relationship has become more refined and blended giving ECC Vice Presidents more direct involvement in the operations of the Center. Essentially ECC is responsible for managing and monitoring all of the areas of Center operations and the Compton District operations through the Provost.

To improve the operation of the Center, several Compton District employees were re assigned to report to the ECC Business Office to train and to carry out the duties and responsibilities of their jobs under the new supervision. Some ECC managers were assigned to work at the Center in Facilities, Financial Aid, Instruction and Student Services. Some key staff at the Center are ECC employees, this group includes: the Assistant Director of Financial Aid, the Director of Facilities and Planning, the Director of Maintenance and Operations, the Director of Information and Technology, the Director of Title V, and the Police Department Captain. ECC management staff members are assigned to Compton to provide direct oversight in critical areas of operation because the CCCD does not have the capacity to staff and manage in these areas. This resulted in ECC assuming responsibility for oversight, operation and management of the CCCD responsibilities formerly seen as exclusive.

The Center Deans report to the Provost and indirectly to the Vice Presidents. The Deans meet with the Vice Presidents one on one and in the respective VP management councils. Center Deans and Directors regularly attend meetings scheduled by the Vice Presidents on the main campus or at the Center.

The management and organization structure are presented on the following page. The circle represents Center and the integration of ECC and CEC management functions that allow internal support through the Provost and the Vice Presidents under the direction of the Superintendent/President.



- 1. VPs of Academic Affairs and Student Services oversight
- 2. VP of Administrative Services oversight
- 3. VP of Student Services oversight

C. Status on the selection and supervision of Center faculty and staff, including hiring or assignment process, qualifications review, supervision and evaluation, support for improvement, discipline and dismissal from the Center

1. Selection and supervision

The CCCD has an operational Human Resources Department and a Dean of Human Resources in place to manage all matters related to personnel services and support. Selection of classified staff is under the purview of the Provost and the Special Trustee, though opening positions for hire or termination is discussed and decisions are made at the Cabinet level approval. The CCCD Human Resources Department handles all of the hiring process and the ECCD Human Resources Unit may provide support when necessary. Classified staff are supervised by their immediate supervisor and evaluated in accordance with the CCCD evaluation policy. As mentioned above the CCCD Business Office staff report to the appropriate manager the ECC main campus.

The selection of CCCD managers follows the CCCD management hiring policy, but the final interview is scheduled with the Provost and the ECC Superintendent/President. The same process applies to hiring faculty. As noted in the response to question two, some managers are employees of El Camino College assigned to work at the Center. They report to the Provost/CEO and are overseen by the Vice Presidents when appropriate. Classified staff is selected by the CCCD management staff.

2. Qualifications review

Faculty members are selected according to the CCCD faculty hiring policy, to strengthen the relationship between the two faculty members; an ECC faculty member sits on the faculty hiring committees. All faculty members must meet the Minimum Qualifications for Faculty and Administrators in California Community Colleges. The Superintendent/President must approve all full time faculty hired; however the CCCD is the legal employer. The same applies to the management hired; they are hired according to the CCCD management hiring policy. The minimum qualifications for educational managers are based on the Minimum Qualifications for Faculty and Administrators in California Community Colleges. To resolve immediate management shortfalls at the Center, ECC transferred selected managers to the Compton Center for short term assignments.

3. Supervision and evaluation

The Provost and Center managers are responsible for supervising and evaluating faculty and staff members. Some Compton staff members are reassigned to report to ECC managers on the main campus until they are trained in new processes and procedures. This is most prevalent in the Business Services Office and after proficiency and systems are established at the Center, employees will be returned. The Vice Presidents have oversight over their respective areas, however, work through the Provost to manage the day to day operations. As stated earlier, there are cases where some managers at the Center may work directly with the Vice Presidents.

The revised CCCD faculty evaluation policy provides for one ECC faculty member to serve on the peer review team of a Compton faculty member. In fall 2007 the faculty evaluation process will be implemented under the direction of the Interim Executive Dean and Provost. (Attachment 3) Faculty evaluations will occur over a three year period. One-third of the faculty members are identified for evaluation during 2007-08; the second third are scheduled for 2008-09 and a final third are scheduled for 2009-10. (Attachment 4) Tenured faculty will be evaluated using a simplified process while contract faculty will undergo another more in-depth evaluation process described in the attached faculty evaluation policy. The interim status of so many management staff made it difficult to progress with the evaluation of faculty and staff during the first of the partnership.

4. Support for improvement

Compton faculty and staff are eligible to attend all Staff Development Programs and Activities on the main campus. ECC has a strong Staff Development Program that hosts weekly activities, workshops and training programs. These are typically advertised through the campus list-serves and are also sent to the Compton Center. The full time Compton faculty participated in the mandatory flex day in August and will become a part of all future flex activities.

Some managers were assigned to work at the Center to help improve services and more directly supervise staff and services. Those positions were noted above. Management recruitments are currently in place for the provost, three deans, the chief business officer, a director of enrollment services, a director of outreach and recruitment, a director of child development services and a special assistant to the provost. Through negotiations with the Chancellor's Office one million dollars was shifted to become part of the El Camino College apportionment foundation grant. These funds are primarily used by ECC to hire staff, managers and services to directly support services at the Center. The results are quick and very positive and allows for ECC to recruit fresh talent for the Center.

5. Discipline and dismissal

The classified staff and faculty are employees of the CCCD and are primarily evaluated by CCCD managers and supervisors. The overwhelming majority of management staff are on interim status and assigning ECC managers the Center is an attempt to stabilize the management team and the staff. The CCCD is faced with a number of employee legal cases that are in some level of litigation or dispute. Some CCCD employees are under special administrative evaluation to assess their competency to do their jobs. These evaluations are supervised by the Center and ECC management staff reporting to the Provost.

D. Status on the progress of faculty governance structures at the Center and its relationship with those at El Camino

The Center has a constituent based Shared Governance Committee (SGC) chaired by the Interim Dean of Nursing and Child Development Programs.(Attachment 5) This Committee has several

subcommittees reporting to it, however, at this writing there was not any evidence such as agendas and minutes from any of these committees to validate if they meet and how often. The Provost is invited to attend some of the meetings of the SGC if there are issues she must address. The Planning and Budget Committee (PBC) was re established in August by the Provost with support from the Vice President of Administrative Services. The PBC is co chaired by the interim chief financial officer and a faculty member with oversight from the Vice President of Administrative Services.

Center faculty members are represented by an Academic Senate on CCCD matters and a Faculty Advisory Council on matters related to the ECC Academic Senate. The ECC Academic Senate revised its bylaws in spring 2007 to create a vice president officer position to represent the Center faculty on the senate. The Center faculty members are proportionally represented on the ECC Academic Senate as are all main campus instructional and student services divisions. With those revisions the Compton faculty members were given a voice on academic and professional matters in the consultation process. Currently the Center Vice President to the ECC Academic Senate is also the President of the CCCD Academic Senate. (Attachment 6) The ECC College Curriculum Committee also revised its bylaws to include representation from the Center faculty. (Attachment 7)

E. Status of the progress for the Center's budget

All Compton Community College District federal, state and local funding is segregated into separate (from ECC) general ledgers and bank accounts. While not accredited, the State continues to accept and fund the district as a separate entity under a special funding arrangement that was legislatively prescribed through enabling legislation—AB 318 (2006). The Compton Community College District is audited annually by external auditors.

The El Camino Educational Center developed its second (2007-08) budget under a shared governance process. A budget planning and development calendar and shared governance committee is in place to both oversee the current budget and prepare for the development of the 2008-09 budget.

The Planning and Budget committee is co-chaired by the interim Compton College Business Officer and a faculty member. The El Camino Vice President for Administrative Services established the funding parameters for the development of the 2007-08 budget, such as revenue expectations, balanced budget and criteria for using line of credit funds (LOC). ECC Senior management team reviewed recommendations for positions, the utilization of LOC and confirmed expenditure projections as presented by the Planning and Budget Committee. The Provost takes the tentative and final budgets to the Special Trustee for approval. The ECC Board of Trustees does not approve or review the Center's budget. (Attachment 8)

While the current budget is balanced (revenue equals expenditure), there are several challenges related to full-time equivalent growth that must be met to prevent potential downsizing in the 2008-09 budget. The challenge will be to continue the FTES growth patterns while not over extending the staffing or use of the line-of-credit borrowing. The Compton Community College District Budget is attached.

APPENDICES

Appendix 1: Guiding Principles

Appendix 2: AB 318, Chapter 50

Appendix 3: Compton Community College District (CCCD) Faculty Evaluation Policy

Appendix 4: CCCD Faculty Evaluation Schedule

Appendix 5: CCCD Shared Governance Policy

Appendix 6: Constitutional Amendment—Restructuring to Include Compton Center Faculty,
Spring 2007

Appendix 7: ECC College Curriculum Committee By-Laws Revised in Spring 2007

Appendix 8: CCCD 2007-2008 Budget

Agenda for the El Camino Community College District Board of Trustees
From
Student Services
Jeanie M. Nishime, Vice President

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A. STUDENT FIELD TRIPS

It is recommended that the Board approve the following student field trips sponsored by the Transfer Center, El Camino College Language Academy, Career Center, Puente, and Project Success. The purposes of the trips are to provide educational and cultural enrichment.

Transfer Center – Dianne Martinez

Additional back-up drivers or chaperones: Rene Lozano, Rigoberto Castro, Kelsey Lino, Sue Oda-Omori, Lori Suekawa, Elaine Moore, Bill Cooper, Lisa Raufman, Tri Le, Tiffanie Hong, Griselda Castro, Lori Losorelli, Sabra Sabio, Dexter Vaughn, and Junette Fariolen

October 12, 2007 – University of California at Irvine, Irvine, California. Estimated students 20. Depart 8 a.m., return 5 p.m. Transportation by college van.

October 19, 2007 – Loyola Marymount University, Los Angeles, California. Estimated students 20. Depart 8 a.m., return 5 p.m. Transportation by college van.

October 20, 2007 – Cal State Northridge, Northridge, California. Estimated students 20. Depart 8 a.m., return 5 p.m. Transportation by college van.

October 26, 2007 – University of Southern California, University Park Campus, Los Angeles, California. Estimated students 45. Depart 8 a.m., return 5 p.m. Transportation by bus.

October 27, 2007 – Cal Poly Pomona, Pomona, California. Estimated students 20. Depart 8 a.m., return 5 p.m. Transportation by college van.

November 3, 2007 – University of California at San Diego, San Diego, California. Estimated students 20. Depart 7 a.m., return 5 p.m. Transportation by college van.

November 13, 2007 – University of California at Los Angeles, Los Angeles, California. Estimated students 45. Depart 7 a.m., return 6 p.m. Transportation by bus.

November 16, 2007 – Can State Long Beach, Long Beach, California. Estimated students 20. Depart 8 a.m., return 5 p.m. Transportation by college van.

November 17, 2007 – Cal State Dominguez Hills, Carson, California. Estimated students 20. Depart 8 a.m., return 3 p.m. Transportation by college van.

El Camino College Language Academy – Destyn LaPorte and Steve Makshanoff

October 18, 2007 – Olvera Street, Los Angeles Cathedral, Los Angeles, California. Estimated students 45. Depart 9 a.m., return 5 p.m. Transportation by bus. Rental cost -

\$500. Other expenses for lunch totals \$350. All expenses to be paid from El Camino College Language Academy funds.

Career Center – Van Nguyen, Sabra Sabio, Valencia Rayford

October 29, 2007 – Los Angeles County Fire Department, Hawthorne, California. Estimated students 25. Depart 9 a.m., return 1 p.m. Transportation by college vans.

November 15, 2007 – Inglewood Superior Court, Inglewood, California. Estimated students 25. Depart 9 a.m., return 1 p.m. Transportation by college vans

November 28, 2007 – KTLA, Hollywood, California. Estimated students 25. Depart 7:30 a.m., return 1 p.m. Transportation by college vans.

Puente – Griselda Castro, Peter Marcoux

November 3, 2007 – University of California at Irvine, Irvine, California. Estimated students 40. Depart 7 a.m., return 6 p.m. Transportation by bus. Rental cost for the bus \$650.

Project Success – Kimya Anthony

November 9, 2007 – University of Southern California, Los Angeles. Estimated students 25. Depart 9 a.m., return 2 p.m. Transportation by bus. Rental cost for the bus \$650.

B. STUDENT CONFERENCES AND CLUB EVENTS

It is recommended that the Board approve attendance of students at the following conferences/club events:

1. California Community College Student Affairs Association Student Leadership Conference, Doubletree Hotel, Sacramento, California, October 19-21, 2007. Expenses in the amount of \$1,980 for four students for air travel, conference fees, and lodging to be paid from the Associated Students Representation Fee Conference Account. Expenses in the amount of \$990 for two InterClub Council students to be paid from the InterClub Council Conference Account. Advisers: Harold Tyler and Janice Watanabe

Associated Students Organization will choose four students to attend from the following list: Vivian Amezcua, Ashley Backmann, Christina Jack, Vincent Armstrong, Lean Ouaddi, Adaobi Enenuoh, Roxanna Seyedin, Ivana Poste, Victor Kmita, Phillip Bryant, Ivette Diaz, Brittney Hewitt, Ngoc Lim, Dean Paily, Bessie Coronado-Vigil, Elysia Galindo-Ramirez, Jatou Gaye, Abdulshafil Ahmed, Mike Gadalla, Elise Yerelian, Hashim Tyler, Megan Mclean, Kaysha Morgan
InterClub Council Representatives: Stephanie Beaudry, Ashley McGinty.
Alternates: Alan Roa, Gilmer Contreras.

2. Student Senate for the California Community Colleges Fall General Assembly, San Jose Doubletree Hotel, San Jose, California, November 9-11, 2007. Expenses in the amount of \$2,235 for five students for air travel, conference fees, and lodging to be paid from the Associated Student Organization Representation Fee Conference Account. Adviser: Harold Tyler

Associated Students Organization will choose five students to attend from the following list: Vivian Amezcua, Ashley Backmann, Christina Jack, Vincent Armstrong, Lean Ouaddi, Adaobi Enenuoh, Roxanna Seyedin, Ivana Poste, Victor Kmita, Phillip Bryant, Ivette Diaz, Brittney Hewitt, Ngoc Lim, Dean Paily, Bessie Coronado-Vigil, Elysia Galindo-Ramirez, Jatou Gaye, Abdulshafil Ahmed, Mike Gadalla, Elise Yerehian, Hashim Tyler, Megan McLean, Kaysha Morgan

3. Journalism Association of Community Colleges Southern California Conference on Friday, November 2-3, 2007, at California State Fullerton, Fullerton, California. Registration fee in the amount of \$900 for 18 students to be paid from Auxiliary Services. Bus transportation is from Cerritos College at no cost to students or El Camino College. Advisers: Jolene Combs and Kate McLaughlin

John Maioriello, Filip Jerzycke, Pearl Sheets, Berenice Salazar, Alma Padilla, Sara O'Connell, Angela Sabrowsky, Sayaka Arai, Jeremiah Dobruck, Kathy Gaytan, Jaena Cabrera, Matt Lopez, Aaron Dobruck, Yahaira Garcia, Andra Mena, Bill Greco, Robert Doss, Nancy Ponder

4. Circle K Club International Fall Training Conference, November 2-4, 2007, Old Oak Ranch, Sonora, California. Expenses in the amount of \$2,342 to cover expenses for 15 students for conference fees and travel expenses to be paid as follows: \$750 – Hermosa Beach Kiwanis and \$750 from the Circle K Club. The remaining expenses will be paid by the students. Adviser: Daniel Berney

Adrian Aguilo, Victoria Bernardo, Christopher Bunyi, Jennifer Siopongoo, Earl Lopez, Jean Jun, Ashley McGinty, Brittney Hewitt, Dean Paily, Jose Martinez, Jose Gonzalez, Lori Weikauf, Juan Rodriguez, Bryan Tran, Kim Tran, Anthony Tran, Mary Grace Camero, Jewel Gardner, Devon Cook, James Kim, Richard Kim, Katherine Lin, Bill Lopez, Tatiana Martinez, Yoshihiro Masada, Angela Matias, Kyohei Mimura, Sandy Rodriguez, Amanda Lee, Shena Mono, Anh Pham, Michael Henderson, Lucy Rivera

5. Mojave National Preserve/Afton Canyon trip, November 9-12, 2007, Mojave Desert, California. Expenses in the amount of \$295 to be paid from the Science Club to cover the cost of camping fees and van rental expenses. Remaining expenses will be paid by the students. Club Advisers: Joe Holliday and Chuck Herzig

Sara Bartel, Rose Dement, Matt Coy, Denise Martinez, Maria J. Gonzalez, Maria G. Gonzalez, Marc Donatz, Hashim Tyler, Dulce Barahona, Cecilia Gonzalez,

Amanda Scheliga, Aaron Rodriguez, Robert Smith, Sara Sherbin, Maria Romero, Jenn Lee, Lauren Deans, James Hill, Sonny Nguyen, Silvia Solorzano, Sara Sherbin, Allen Mietzner, Mark Buciuant, James Moore

C. COMMUNITY EDUCATION – FALL 2007

It is recommended that the Board approve the following Community Education change in instructors for Fall 2007 and Community Education courses for Fall 2007:

1.	<u>Change in Instructors</u>		
10/11/07	Event Planning	An Overview	JoAnn Angeli Adriene Vaughan
10/18/07	Event Planning	Administration, Goals & Outcomes	JoAnn Angeli Adriene Vaughan
10/25/07	Event Planning	Contracts, Negotiations, and Forms	JoAnn Angeli Adriene Vaughan
11/01/07	Event Planning	Budgeting and Funding	JoAnn Angeli Adriene Vaughan
11/08/07	Event Planning	Organizing & working with Committees	JoAnn Angeli Adriene Vaughan
11/15/07	Event Planning	Marketing, Showtime & Debriefing	JoAnn Angeli Adriene Vaughan

Instructor to be paid as follows: 50% of the revenue collected for student enrollments after a 30% overhead fee is deducted from the gross amount of enrollment fees collected.

03/06/07-11/17/07	Belly Dancing- Mixed Levels	Genie Nakanoi Katalina Beintker
03/06/07-12/01/07	Choreography & Performance for Belly Dancing and Bollywood Dance	Katalina Beintker Genie Nakanoi

Instructor to be paid as follows: 40% of the gross amount of enrollment fees collected.

2. Community Education Courses for Fall 2007

Class Title	Contract	Salary	Class Fee	Start Date	Date/Time	End Date	Room
Medical Terminology	Mardirosian, Sue	\$50/hour \$55/hour	4	9/11/07	Thursday 6:30 PM - 9:30 PM; Tuesday 6:30 PM - 9:30 PM;	9/27/07	SOCS 108
Biomedical Science 1 - Anatomy & Physiology	Mardirosian, Sue	\$50/hour \$55/hour	4	9/9/07	Sunday 9:00 AM - 4:00 PM;	9/30/07	SOCS 108
Health Care Data Content & Structure	Mardirosian, Sue	\$50/hour \$55/hour	4	10/2/07	Thursday 6:30 PM - 9:30 PM; Tuesday 6:30 PM - 9:30 PM;	10/18/07	SOCS 108
Medical Office Procedures	Mardirosian, Sue	\$50/hour \$55/hour	4	10/23/07	Thursday 6:30 PM - 9:30 PM; Tuesday 6:30 PM - 9:30 PM;	10/25/07	SOCS 108
Medical Coding & Compliance 1, ICD-9-CM Coding	Mardirosian, Sue	\$50/hour \$55/hour	4	11/4/07	Sunday 9:00 AM - 4:00 PM;	12/2/07	SOCS 108
Biomedical Science 2 - Pathophysiology/Disease Process/Pharmacology	Mardirosian, Sue	\$50/hour \$55/hour	4	10/7/07	Sunday 9:00 AM - 4:00 PM;	10/28/07	SOCS 108
Medical Information Night	Mardirosian, Sue	\$50/hour \$55/hour	4	9/4/07	Tuesday 6:30 PM - 8:30 PM;	9/4/07	SOCS 108

Class Title	Contract	Salary	Class Fee	Start Date	Date/Time	End Date	Room
Pharmacy Technician Training Program	Boston Reed College	\$1690 per student	\$2,395	11/03/07	Saturdays 9:00 am – 4:30 pm	6/14/08	COMM 204
Pharmacy Technician Orientation Night	Boston Reed College	\$0 Cost to student	0	10/13/07	Saturday 10:00 am – 11:00 am	10/13/07	SOCS 211
CPR First Aid Caring for Children	Mundell, Shah	\$18/hour	\$49.95 for one class, \$79.95 for two classes, \$99.95 for three classes	10/06/07	Saturdays, 11 am – 6:15 pm	10/20/07	SOCS 204
CPR Training	Mundell, Shah	\$18/hr	\$49.95 for one class	10/01/07	Monday, 6:30 pm – 8:00 pm	10/01/07	COMM 204

D. GRANT – APPLICATION INFORMATION

It is recommended that the Board receive for information the following Grant:

Department of Commerce, International Trade Administration (ITA) – Market Development Cooperator Program (MDCP). The proposed Aerospace Export Training & Enabler Program (ETEP) is designed to increase exports and jobs of Southern California aerospace manufacturers. The primary targets are small and medium sized aerospace manufacturers that are not yet exporting at all or to their full potential, 1) increasing their structural capacity and readiness to export (needs assessment, readiness training), 2) developing new export markets (market identification, assessment and entry planning) and, 3) establishing sales/distribution networks in target markets (promotion and matchmaking). The two primary industry partners are California Space Authority and Hannover Fairs USA.

Amount of Grant Funding from Granting Agency	\$157,852
Amount of College Match (Cash)	\$315,704
Total Amount of Grant	\$473,556
Match – Cash (Hannover Fairs and California Space Authority)	
Performance Period: October 1, 2007 through September 30, 2009	

E. GRANTS - ACCEPTANCE

It is recommended that the Board accept the following Grants:

1. American Association of Community Colleges-Project Reach: Service Inclusion for Community College Students. In the final year, the project will continue to expand service learning opportunities for students with disabilities to enhance employment skills and increase career options. Faculty development and outreach activities will increase awareness of the benefits of Service Learning and accommodations for students with disabilities.

Amount of Grant Funding from Granting Agency	\$20,000
Amount of College Match (In-kind)	\$ -0-
Total Amount of Grant	\$20,000

Performance Period: September 1, 2007 through August 31, 2008

2. Chancellor's Office – Applied Competitive Technologies (Economic and Workforce Development). The proposed project is to continue to work with regional businesses, labor and trade associations to identify new skill set demands that will lead to future incumbent worker growth and development; expand curriculum development leading to AIM Tech certification; deliver customized training solutions to manufacturing companies, and conduct technical demonstrations to prospective high school and college students and manufacturing company employees.

Amount of Grant Funding from Granting Agency	\$205,000
Amount of College Match (In-Kind)	\$205,000
Total Amount of Grant	\$410,000

Indirect Rate \$7,884.60 (4%)
Matching – In-kind (supplies and other operating expenses and services)
Performance Period: July 1, 2007 through August 31, 2008

3. Chancellor's Office – Responsive Training Fund for Incumbent Workers. The Center for International Trade Development will provide training on U.S. export control regulations and compliance to partner aerospace companies. The proposed training will impact the aerospace industries by providing the knowledge and skills needed to understand the purpose and importance of export compliance, and to set up and maintain compliance systems. It will instill the confidence needed by companies to actively pursue export opportunities without fear of non-compliance and its severe consequences.

Amount of Grant Funding from Granting Agency	\$ 87,879
Amount of College Match (In-Kind)	\$ 87,920
Total Amount of Grant	\$175,799

Indirect Rate \$3,379.96 (4%)
Matching – In-kind (Non-instructional salaries, benefits, supplies, other operating expenses.)

Performance Period: June 30, 2007 through August 31, 2008

4. Chancellor's Office – Workplace Learning Resource Center (Economic Development). With renewed program funding, El Camino College's Workplace Learning Resource Center will continue to act as a regional resource in workplace training through research, in-service training, and the development and implementation of innovative training methodologies. The Center will also promote partnerships with local businesses, government agencies, organized labor, and other colleges to develop joint projects to deliver workplace skills training to targeted industries and population groups.

Amount of Grant Funding from Granting Agency	\$205,000
Amount of College Match (In-Kind)	<u>\$205,000</u>
Total Amount of Grant	\$410,000
Indirect Rate	\$7,884.60 (4%)
Matching – In-kind (Salaries, benefits, other operating expenses and services.)	

Performance Period: July 1, 2007 through August 31, 2008

5. Los Angeles Unified School District Local District 8 – El Camino College Local District 8 – GEAR UP. The one-year subcontract agreement between the Los Angeles Unified School District and El Camino College proposes to hire and train 25 El Camino College students that will tutor and mentor approximately 1,891 students in the classroom at four local middle schools.

Amount of Grant Funding from Granting Agency	\$243,671
Amount of College Match (In-Kind)	<u>\$ -0-</u>
Total Amount of Grant	\$243,671

Performance Period: October 1, 2007 through August 31, 2008

6. US Department of State, Bureau of Educational and Cultural Affairs – Creating Economic Growth to Fight Poverty and Strengthen Democracy in Nicaragua. The purpose of the project is to seek to design and deliver a training program consisting of in-country training in the Managua area and a U.S. based residency in the Los Angeles area to a group of Nicaraguan community business and youth leaders. The project will be conducted in collaboration with the Universidad Politecnica de Nicaragua (UPOLI), the South Bay Latino Chamber of Commerce and the California State San Bernardino Center for Entrepreneurship.

Amount of Grant Funding from Granting Agency	\$138,480
Amount of College Match (In-Kind)	<u>\$112,824</u>
Total Amount of Grant	\$251,304
Indirect Rate	\$11,078.40 (8%)
Matching – In-kind (Administrative costs, general program costs, and travel expenses.)	

Performance Period: September 1, 2007 through August 31, 2009

F. INTERNATIONAL TRAVEL

It is recommended that the Board approve international travel for James Hoffman, Center for International Trade Development. Mr. Hoffman is the project director in charge of the Aerospace Export Training and Enabler program at El Camino College Center for International Trade Development in collaboration with the US Department of Commerce Export Assistance Centers in Los Angeles and Orange Counties, the California Space Authority, and California Manufacturing Technology Consulting. Expenses for both trips will be paid from the Center for International Trade Development grant funds:

1. Maintenance, Repair, Overhaul (MRO) Asia 2007 conference, Shanghai, China, October 15-19, 2007. The purpose for attending is to represent the Center for International Trade Development Aerospace Export Enabler customers.
2. The Dubai International Aerospace Exhibition 2007 Conference, Dubai, United Arab Emirates, November 8-17, 2007. The purpose for attending is to represent Center for International Development clients at the Dubai International Aerospace Exhibition.

G. 2008 SUMMER SCHOOL CALENDAR REVISION

Following discussions between El Camino College and the El Camino College Compton Center, it is recommended that the Board approve amending the 2008 Summer School Calendars to reflect a term date of June 9 through August 14, 2008. Individual campus six-weeks, five-weeks and eight-week sessions will be developed, as required, to fit within the June 9 through August 14, 2008 term.

**Agenda for the El Camino Community College District Board of Trustees
from
Administrative Services
Jeff Marsee, Vice President**

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A. ESTABLISH GENERAL FUND – UNRESTRICTED – COMPTON EDUCATIONAL CENTER RELATED ACTIVITY (14)

It is recommended that the Board of Trustees approve the establishment of General Fund Unrestricted – Compton Educational Center Related Activity - Fund 14. This fund will be used to account for El Camino College expenses related to the operation of the Compton Educational Center. Funding for these expenses in the amount of \$1,000,000 has been received from the State Chancellor’s Office through the General Apportionment allocation.

B. ESTABLISH GENERAL FUND – UNRESTRICTED – SPECIAL PROGRAMS (15)

It is recommended that the Board of Trustees approve the establishment of General Fund Unrestricted – Special Programs - Fund 15. This fund will be used to account for one-time special request funding for specific programs and projects. Funding for the Special Programs has been received from the State Chancellor’s Office through the General Apportionment allocation.

C. TRANSFER OF FUNDS FROM GENERAL FUND UNRESTRICTED (11) TO GENERAL FUND – UNRESTRICTED – COMPTON EDUCATIONAL CENTER RELATED ACTIVITY (14)

It is recommended that an interfund transfer of \$1,000,000 be approved from the General Fund Unrestricted (11) to the newly established General Fund – Unrestricted – Compton Educational Center Related Activity Fund (14).

D. BUDGET 2007-08 – UNRESTRICTED GENERAL FUND – COMPTON EDUCATIONAL CENTER RELATED ACTIVITY (14)

It is recommended that the Board of Trustees approve the 2007-08 budget for Unrestricted General Fund – Compton Educational Center Related Activity (14) as listed on the following page.

Fund 14
Compton Center Related Activity
2007-08 Final Budget

Object Code	Description	Final Budget
1200	Certificated Management	107,531
1400	Certificated Special Project	5,000
2100	Classified Management	551,276
2300	Classified Overtime	5,000
3000	Benefits	140,743
5130	Consultants	175,450
5200	Mileage	5,000
5700	Legal	10,000
		<hr/>
	Total	1,000,000
		<hr/> <hr/>

Item Description	Proposed Budget for 2007- 08
Faculty to review & evaluate CCCD Center through Behav & Soc - Certificated Salaries Instructional	5,000
Consultant to review & evaluate CCCD Center through Behav & Soc (Contract PSA)	5,000
Classified Differential	287
PSA contract (July 1 - Aug 31, 07)	43,800
PSA contract (Sept 5 - Dec 31, 07)	76,650
Special Services Professional (July 1 - June 30, 2008)	93,366
Captain - (Special Services Professional) (July 1 - Dec. 30, 2007)	53,765
Assistant Director Facilities (July & August)	11,829
Associate Dean - Enrollment Services (Special Services Professional)	107,531
Internal Auditor (Special Services Professional)	96,797
Director Physical Plant (Aug 21-June 30, 08) (Special Services Professional)	123,523

Director, Facilities Planning & Services (Sept 17, 2007 - June 30, 2008) (Special Services Professional)	114,660
Classified Overtime - related to Compton	5,000
Director, Financial Aid (July - Dec 07)	57,049
Attorney fees for Campus Police	10,000
PSA contract	50,000
Mileage reimbursement	5,000
Benefits	140,743
Total	<u>1,000,000</u>

E. TRANSFER OF FUNDS FROM GENERAL FUND UNRESTRICTED (11) TO GENERAL FUND – UNRESTRICTED – SPECIAL PROGRAMS (15)

It is recommended that an interfund transfer of \$3,000,000 be approved from the General Fund Unrestricted (11) to the newly established General Fund – Unrestricted – Special Programs Fund (15).

F. BUDGET 2007-08 – UNRESTRICTED GENERAL FUND/SPECIAL PROGRAMS (15)

It is recommended that the Board of Trustees approve the 2007-08 budget for Unrestricted General Fund-Special Programs (15) as listed on the following page.

Fund 15
Special Projects
2007-08 Final Budget

Object Code	Description	Final Budget
1400	Certificated - Special Assignment	411,075
2100	Classified	216,053
2300	Student Help, Hourly, Overtime	618,866
3000	Staff Benefits	249,199
4500	Non-Instructional Supplies	23,599
5130	Contracts for Personal Services	260,000
5200	Travel	41,000
5300	Dues & Memberships	8,875
5600	Repairs	43,000
5900	Special Programs - unallocated	31,991
6300	Library Books	100,000
6400	Equipment	96,342
7300	Interfund Transfer - GASB	900,000
	Total	<u><u>3,000,000</u></u>

Program Item	Description	07-08 Proposed Budget
Academic Affairs		
Membership/Dues	Increase account by 10% to cover continuing education for the Bar	195
Other Services & Expenses	Increased costs in Forensic competition judges, officials, etc.	1,500
Transportation	Increased costs in transportation for the Forensics Team	2,000
Increasing Hours of Operation for Student Publications Lab	Increased hours for student publication lab. Generate noncredit apportionment.	5,050
Furniture & office equipment	Develop a more efficient, effective and organized division office	14,000
Natural Sciences -Tutorials	Science class workshops for pre-nursing students	15,000
Clerical Sec.	HTP Clerical Support	27,000

Writing Center Supervised Tutoring Lab (English 100)	Provide additional tutorial services; increase generation of noncredit FTES. Improve retention and success.	34,100
Non-Instr Temp	Supplemental Instruction Coaches - Tutorial	30,000
Student Learning Outcomes	Reassigned time for SLO Coordinator	65,000
Counselors	HTP Counselor	70,000
Accreditation Support	Editing/printing	75,000
Implementation of AS 100 in LRC	Non-credit FTES - Provide additional tutorial services	103,516
Distance Ed Expansion	List reference sources to substantiate the current and future need.	70,000
Subtotal - Academic Affairs		\$512,361

Administrative Services

Instructional Equipment Maintenance	Replace and repair classroom equipment	40,000
Facilities Services Equipment Upgrade	Funding will be used to replace grounds vehicles, purchase high capacity floor care machines and purchase two way radios for custodial staff.	75,000
Staff Development	Support for staff development of faculty, classified and management staff.	75,000
Custodians	5 additional hires	176,160
Subtotal - Administrative Services		\$366,160

President

Library Books	State did not allocate	100,000
GASB	Retiree health benefits	900,000
Subtotal- President		\$1,000,000

Student Services

Phone Bank	Calling service to remind students to register or start classes.	20,000
Institutional Research Budget Augment	Includes CASSE Student Survey \$16,500	25,000
International Student Recruitment	Includes \$8500 for Intl CCCApply which could not be implemented this year; \$20,000 for overseas recruiters	28,500
Counseling & Student Serv. Retention Programs	Adult Re-entry	20,000

Counseling & Student Serv. Retention Programs	Puente	5,000
Mail out schedule	Enrollment Mgmt. directive	50,000
First Year Experience	Expand the FYE/Learning Communities to increase enrollment.	150,000
Project Success- Office Supplies	Folders, mailings and misc. office supplies	800
Project Success - Field Trips	Provide educational and cultural awareness by visiting four-year universities, museums and other cultural events.	4,000
Project Success- Clerical Assistant	To provide clerical support, assist with generating reports and schedule meetings for counselors.	15,000
Project Success- Peer Mentors/Tutors	Provide English & Math tutoring.	10,200
Project Success- Adjunct Counselor	Will recruit, interview and process new students.	50,000
	Subtotal- Student Services	\$378,500

Augmentation

Maintenance Contracts	Augmentation - increased cost of piano tuning and repair	3,000
Paralegal Studies/American Bar Association Site Visit	Augmentation -site visit required every seven years.	5,000
Travel Reimbursement	Augmentation - institutional Mileage - Compton	5,000
HACU membership 4-12-07	Augmentation - institutional	8,680
LRC On-Instr Temp	Augmentation - shortage of work study students impacts service desks. Will permit addition of more casual hours.	12,000
Maintenance Overtime	Augmentation - upgrade grounds and prepare campus color in gardens for recruitment.	50,000
Div Clerical Assistant	Augmentation - support for Coord. of Basic Skills Math. - non permanent position	36,700
Casual/Student Overtime - Student Services	Augmentation	75,000
Casual/Student Overtime - Instruction	Augmentation	170,000
Athletic - Athletic training Room	Supplement budget	16,000
Athletic - Increased transportation & salary costs for team competition	Augmentation Auxiliary Svs -supplement budget	30,000

Athletic - Stadium & gym maintenance	Augmentation Auxiliary Svs - supplement budget	32,000
	Subtotal - Augmentation	\$443,380
Employee Benefits		249,119
Taxes on equipment & supplies		18,489
Special Programs - unallocated		31,991
	Grand Total	\$3,000,000

G. CONTRIBUTIONS TO OTHER FUNDS

It is recommended that the Board of Trustees approve the revised contribution from the General Fund unrestricted (11) to the Workers' Compensation Fund (61) in the amount of \$981,117. This is an amended amount from the estimated contribution amount of \$948,514 approved by the Board on June 18, 2007.

H. AGREEMENTS UNDER \$69,000

It is recommended that the Board of Trustees, in accordance with Board Policy 6340, ratify the District entering into the following agreements. The Vice President of Administrative Services, or his authorized designee, has executed the necessary documents.

- Contractor:** AES ALAMITOS L.L.C

Services: 20 employees are to receive two sessions of training in Fall Protection and two sessions in Electrical Communications.

Requesting Dept.: Community Advancement

Date: 09/05/07

Financial Terms: Income \$6,000/Expense \$4,400/Net \$1,600
- Contractor:** APEX CARDIOLOGY

Services: Provide part-time work activity opportunities for CalWORKs students

Requesting Dept.: CalWORKs

Date: 10/16/07 – 6/30/08

Financial Terms: Funded by State Grant
- Contractor:** CALIFORNIA PARTNERSHIP FOR ACHIEVING STUDENT SUCCESS (CAL-PASS)

Services: Contractor is coordinating the process of consortium member education institutions sharing students' academic performance data.

Requesting Dept.: Workforce Development

Date: 10/15/07 – 7/31/2015 (8 years)

- Financial Terms:** None
4. **Contractor:** **FEDERAL CORRECTIONAL INSTITUTION, TERMINAL ISLAND**
Services: Inmates are to receive training in Welding.
Requesting Dept.: Workplace Learning Resource Center (WpLRC)
Date: 07/1/07 – 06/30/08
Financial Terms: Income \$57,880/Expense \$33,350/Net \$24,529
5. **Contractor:** **KEENAN & ASSOCIATES**
Services: Perform consulting services for the District regarding the Employee Benefits (insurance) Program to include plan review, insurance needs assessment, insurance marketing plan and results, obtain coverage on behalf of the District, and prepare and distribute related materials to implement the plans.
Requesting Dept.: Administrative Services
Date: 7/1/07 – 6/30/2010 (3 Years)
Financial Terms: Expense \$ 40,000 (annually)
Grand Total \$120,000
6. **Contractor:** **KEENAN & ASSOCIATES**
Services: On behalf of the District, upon request, perform administrative services involved in resolving Property and Casualty Claims.
Requesting Dept.: Administrative Services
Date: 7/1/07 – 6/30/2010 (3 Years)
Financial Terms: Expense NTE: \$30,000 /per year
Grand Total \$90,000
7. **Contractor:** **KIRK HILL ELASTOMERS, INC.**
Services: 200 employees are to receive 8 hours of training in Aerospace Quality Systems Training for Leaders
Requesting Dept.: Community Advancement
Date: 9/6/07 – 6/30/08
Financial Terms: Income \$2000/Expenses \$960/Net \$1,040
8. **Contractor:** **LOS ANGELES COUNTY OFFICE OF EDUCATION (LACOE)**
Services: Provide Financial Services
Requesting Dept.: Fiscal Services
Date: 7/1/07 – 6/30/08
Financial Terms: Cost of \$30,850

- 9. Contractor:** **MTV NETWORKS ON CAMPUS INC
(COLLEGE PUBLISHER - CP)**
- Services:** Provide the El Camino College Journalism Department access to their on-line website and related on-line editions which will expand the student Union newspaper publications to the Internet.
- Requesting Dept.:** Journalism
- Date:** 10/16/07 – 10/15/09 (automatic renewal annually)
- Financial Terms:** Exchange of On-line Access/Website Advertisement, CP reserves the right to sell up to 5 on-line advertisements per issue. The Union may also sell up to 5 ads on the site and retain the revenue.
- 10. Contractor:** **MANHATTAN BEACH UNIFIED SCHOOL DISTRICT**
- Services:** El Camino College will provide support services to students with disabilities and programmatic support
- Requesting Dept.:** Special Resources Center
- Date:** 7/1/07 – 6/30/08
- Financial Terms:** Income \$6,000
- 11. Contractor:** **POLYPEPTIDE LABORATORIES**
- Services:** 9 employees are to receive 24 hours of training in leadership development
- Requesting Dept.:** Workplace Learning Resource Center (WpLRC)
- Date:** 10/19/07 – 6/30/08
- Financial Terms:** Income \$6,005/Expense \$3,030/Net \$2,975
- 12. Contractor:** **SAN FRANCISCO COMMUNITY COLLEGE DISTRICT (SFCCD) - CALIFORNIA EARLY CHILDHOOD MENTOR PROGRAM**
- Services:** SFCCD will coordinate and offer adult supervision course & seminars for mentors and directors; coordinate and develop mentoring programs.
- Requesting Dept.:** Child Development Department – California Early Childhood Mentor Program
- Date:** 9/1/07 – 6/30/08
- Financial Terms:** California Department of Education - State Funded
- 13. Contractor:** **SOUTH BAY CENTER FOR COUNSELING**
- Services:** El Camino College will provide computer training and basic safety training.

Requesting Dept.: Workplace Learning Resource Center (WpLRC)
Date: 7/1/07 – 6/30/08
Financial Terms: Income \$35,000/Expenses \$21,500/Net \$13,500

14. Contractor: **TRI-STAR ELECTRONICS**
Services: 20 employees are to receive 36 hours of training in leadership development
Requesting Dept.: Workplace Learning Resource Center (WpLRC)
Date: 10/16/07 – 6/30/08
Financial Terms: Income \$7,619/Expenses \$4,100/Net \$3,519

15. Contractor: **TRI-STAR ELECTRONICS**
Services: 11 employees are to receive 24 hours of training in communication skills
Requesting Dept.: Workplace Learning Resource Center (WpLRC)
Date: 10/16/07 – 6/30/08
Financial Terms: Income \$5,541/Expenses \$2,900/Net \$2,641

I. AGREEMENTS \$69,000 OR HIGHER

It is requested that the Board of Trustees approve that the District enter into the following agreements:

1. Contractor: **OREGON INSTITUTION OF TECHNOLOGY**
Services: In partnership with El Camino College, co-develop and implement curricula for technical training and education for industry.
Requesting Dept.: Industry and Technology Division
Date: 7/1/07 – 6/30/08
Financial Terms: Income \$80,907/Expense \$80,907
Funded by the National Science Foundation (NSF) Partnership Grant

2. Contractor **PURDUE UNIVERSITY**
Services: In partnership with El Camino College, co-develop and implement curricula for technical training and education for industry.
Requesting Dept.: Industry and Technology Division
Date: 7/1/07 – 6/30/08
Financial Terms: Income \$52,196/Expense \$52,196 Funded by the National Science Foundation (NSF) Partnership Grant

3. Contractors: **54 F-1 VISA EDUCATIONAL AGENCIES (See following list)**

Services: Recruit F-1 Visa students for El Camino College.
Requesting Dept.: Admissions – International Student Program
Date: 9/1/07 – 6/30/07
Financial Terms: Projected Income \$259,200/Projected Cost
 \$27,000/Projected Net \$232,200

1. Global Daigaku, Japan
2. FLS Language Centres
3. First Consulting Group, Vietnam
4. EF International Language Schools, Canada
5. EEC-International Student Recruitment Services
6. EduCon International
7. EDIC (Educational Information & Consultants), Japan
8. Dongah Emigration Co., LTD, South Korea
9. CISC (California International Student Center), Vietnam
10. CAS (The Center for Advanced Studies), Japan
11. Campus Landing, India
12. CampoMon Agency, Mongolia
13. Chongro Overseas Educational Institute, South Korea
14. Apollo Education and Training Organization, Vietnam
15. America-Asia Co., Ltd, Vietnam
16. ALC Press Inc., Japan
17. ALC-Global Partners Education Network, Japan
18. Study Abroad Success Book – GIO Club, Japan
19. JA Study Abroad Center (JASA), Japan
20. International Cross-Cultural Committee, Japan
21. ACPI (American College Preparation Institute), Vietnam
22. ILS (Inoue Language Studies Co., Inc.) Japan
23. Nevada-California International Consortium of Universities and Colleges,
Japan
24. NCN (national Collegiate Network) Japan
25. Myung Moon Overseas Educational Institute, South Korea
26. Mainichi Communications, Inc., Japan
27. Sor Co., LTD, Mongolia
28. P.I.L. Overseas Educational Consultants, Indonesia
29. Nova Study Abroad Center K.K., Japan
30. NexGen (Next Generation Entp. International Education Consultant),
Indonesia
31. Study Group, Japan
32. Staff Service Educational International Co., LTD, Japan
33. Yuhakedu Overseas Educational Institute, South Korea
34. YBM Overseas Educational Services, South Korea
35. Wintech Study Abroad Center, Japan

36. Vista Education Services, Indonesia
37. Vietnam National University Foreign Language Centre, Vietnam
38. Vietnam-America Company, Vietnam
39. Universal Services, Indonesia
40. Unilink, Indonesia
41. The Human Co., Ltd., Japan
42. Human International University, Japan
43. Hong Kong Overseas Studies Centre, Hong Kong
44. Global Partners, Inc., Japan
45. Global One, Indonesia
46. LITZ USA Student Service, Hong Kong
47. STA Travel, Bangkok
48. Ryugaku Journal, Inc., Japan
49. Fortrust, Indonesia
50. ELS Language Centers, Japan
51. CJR Education, Hong Kong
52. Atlas Education Services, Indonesia
53. Anindo, Indonesia
54. GEOS International Exchange Association, Japan

J. NOTICE OF COMPLETION

It is recommended that the Board of Trustees accept the following project and authorize final payment for the work. The required work has been completed in accordance with the conditions and specifications of the subject contract and accepted by a District representative.

Contact:	BEST ROOFING
Service:	Bid #2006-10C – Communications Building
Requisition Dept.:	Facilities Planning & Services
Date of Completion:	August 14, 2007
Cost:	\$119,962.89

K. FACILITIES MASTER PLAN

It is recommended that the Board of Trustees approve the following revisions (see Table A) to the Facilities Master Plan project budgets:

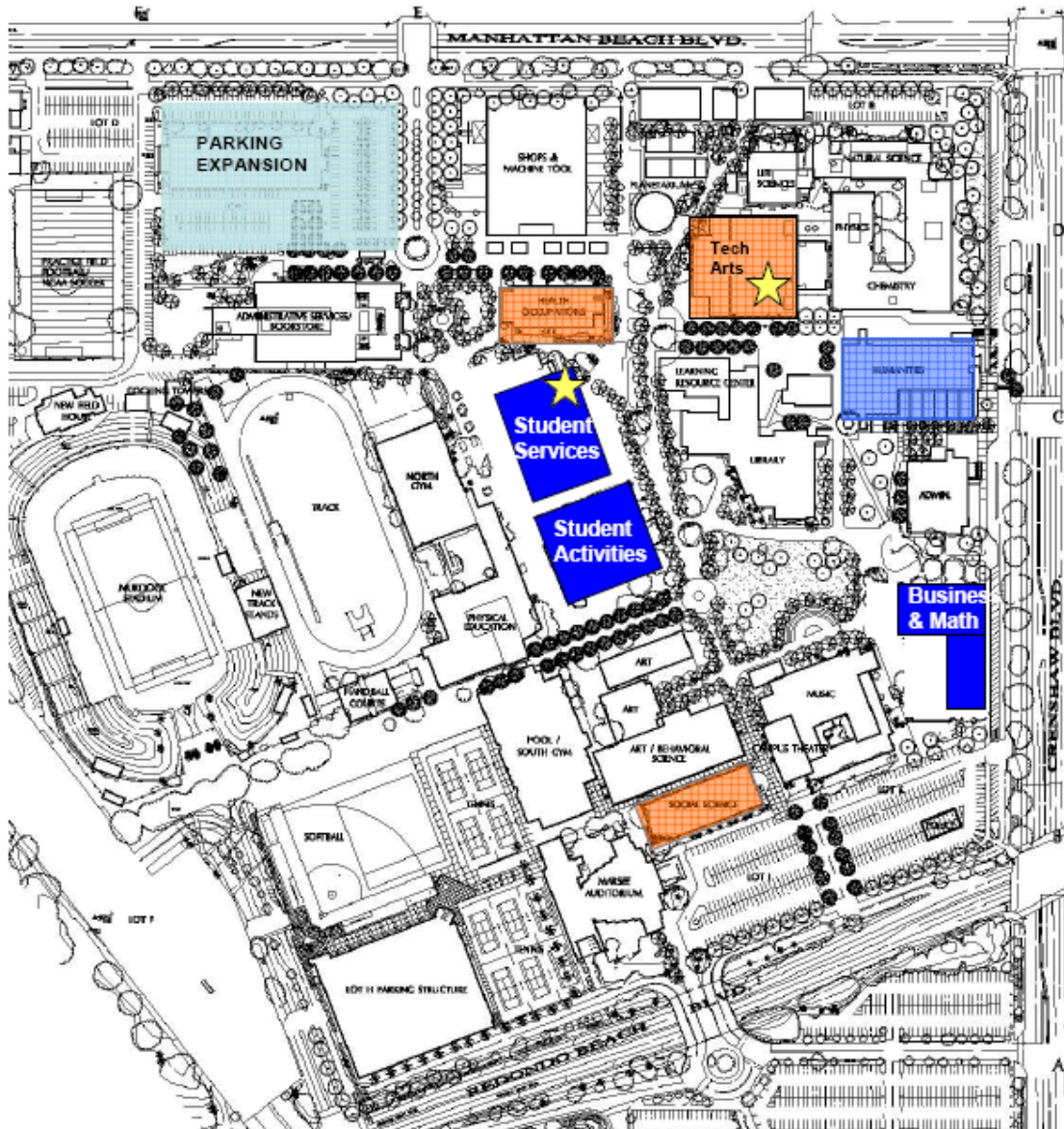
1. Increase budgets to complete the following projects:
 - a. Bookstore Renovation (2008);
 - b. Parking Structure (2008); and
 - c. Infrastructure (#2 & 3) (2008).
2. Construct a new building at the current site of the Business Division area to accommodate additional space for the Mathematics division - i.e., Mathematics and Business Building (estimated construction 2009);
3. Redesign the north side entry of the campus with additional parking by removing the Technical Arts Building (2012);
4. Utilize anticipated State funding to renovate the current Math and Computer Science Building, which will be converted to accommodate the Industry and Technology programs (2011);
5. Postpone construction of the Student Services and Activities Building replacement until State funds can be secured (2012);

See proposed changes, Option B, on Campus Map, Page 46.

Due to the escalation in construction costs, the current Facilities Master Plan (FMP) is substantially under funded. It is estimated that the current FMP, originally estimated to cost \$460 million, would now cost \$733 million to implement. Additional opportunities for State funding have made it possible to offset some of the anticipated funding short-fall. The State has notified El Camino College of a positive initial review of the District's project proposals for the Math Building renovation/conversion and the Student Services/Activities replacement/renovation.

Budget adjustments to fund the 2007 FMP will be enabled by shifting projected project contingency funds, allocating currently unbudgeted interest income, shifting uncommitted equipment/site purchases, and reallocation of surplus funds from projects that were completed under budget (see Table A). It is anticipated that there will be more interest income throughout the cycle of funding and construction and we anticipate reinstatement from equipment or acquisition project.

This recommendation will accommodate the substantial increase in construction costs for the projects scheduled over the next five years. However, this revision relies upon the anticipated \$37 million in new but not yet confirmed State funding. The issue of construction inflation as related to other future (2012+) projects remains to be addressed.



Pros

- Bus/Math happens sooner
- SSC does not need to be re-designed
- Improves north entry to campus
- Two potential state funded projects ★
- Increases parking on the north side
- Save \$ with no Tech Arts renovation
- Tech Arts available for swing space
- Eliminates a bldg and improves cap/loads

Cons

- SSC moves twice
- Keep portables longer for SSC
- Relies on state funding

OPTION B

**SUMMARY OF PROJECT BUDGETS
2007 FACILITIES MASTER PLAN**

	CURRENT MEASURE E BUDGET	CHANGES TO MEASURE E BUDGET	STATE FUNDING	REVISED TOTAL BUDGET
Campus Site Improvements	20,413,973	15,493,550	0	35,907,523
Energy Efficiency Improvements	3,033,653	-215,653	0	2,818,000
Health and Safety Improvements	138,808,747	6,127,150	18,273,000	163,208,897
Information Technology & Equipment	55,673,268	-20,897,112	0	34,776,156
Physical Education Facilities	1,707,049	-121,349	0	1,585,700
TOTAL	<u>\$395,507,873</u>	<u>\$16,123,375*</u>	<u>\$58,058,845</u>	<u>\$469,690,063</u>

*This increase will be funded by unallocated refunding income and interest income.

Refunding Income	\$6,866,776
Interest	<u>12,158,472</u>
Total	<u>\$19,025,248</u>

TABLE A - 2007 FACILITIES MASTER PLAN PROJECT BUDGETS

	CURRENT MEASURE E BUDGET	CHANGES TO MEASURE E BUDGET	STATE FUNDING	REVISED TOTAL BUDGET
<u>Additional Classrooms & Modernization</u>				
Acquisitions	\$5,000,000	-\$4,294,133	\$0	\$705,867
Architectural Barrier Removal	1,529,000	-1,510,418	1,510,418	1,529,000
Athletic Education and Fitness Complex	15,718,000	0	0	15,718,000
Bookstore	6,084,896	8,015,104	0	14,100,000
Math & Business Building Replacement	10,926,189	32,554,611	0	43,480,800

Central Plant	15,085,000	0	0	15,085,000
Child Development Center	2,525,000	-2,494,427	2,494,427	2,525,000
Crenshaw Blvd. Frontage Enhancement	700,000	0	0	700,000
Fire Academy Structure	791,375	0	0	791,345
Fire Program Facility	123,000	0	0	123,000
Humanities Complex Replacement	30,896,287	0	2,686,000	33,582,287
Learning Resource Center Addition	7,100,000	-2,236,036	8,615,000	13,478,964
Manhattan Bch Blvd Entrance	216,232	0	0	216,232
Remodeling	8,873,500	-7,996,946	0	876,554
Science Complex Renovation	6,721,738	0	0	6,721,738
Signage and Wayfinding	2,600,000	0	0	2,600,000
Student Services Renovation\Replacement	31,928,118	-5,435,318	24,480,000	50,972,800
Activities Center	0	24,718,000	0	24,718,000
Temporary Space and Relocation Costs	3,469,200	0	0	3,469,200
Reserve for Contingencies	<u>25,583,648</u>	<u>-25,583,648</u>	<u>0</u>	<u>0</u>
SubTotal	\$175,871,183	\$15,736,789	\$39,785,845	\$231,393,787

Campus Site Improvements

Asphalt Resurfacing	\$400,000	\$0	\$0	\$400,000
Emergency Generators & Distribution	122,673	0	0	122,673
Emergency Power to Security Lighting	4,289	0	0	4,289
Entrance - Redondo Beach Blvd	400,000	0	0	400,000
Fencing Replacement and Additions	375,000	0	0	375,000
Landscaping & Irrigation Replacements	2,540,000	0	0	2,540,000
Lighting - Upgrade / Replace All Lots	2,440,000	0	0	2,440,000
Lot F Parking Structure Improvements	1,632,000	0	0	1,632,000

Lot H Parking Structure	8,348,666	17,251,334	0	25,600,000
Paving Replacement	2,187,000	0	0	2,187,000
Pedestrian Walks at Manhattan Bch Blvd	81,600	0	0	81,600
Security Video	7,831	0	0	7,831
Voice / Data / Signal Site Duct Bank	117,130	0	0	117,130
Reserve for Contingencies	<u>1,757,784</u>	<u>-1,757,784</u>	<u>0</u>	<u>0</u>
Sub Total	\$20,413,973	\$15,493,550	\$0	\$35,907,523
<u>Energy Efficiency</u>				
<u>Improvements</u>				
Energy Efficiency Improvements	\$2,818,000	\$0	\$0	\$2,818,000
Reserve for Contingencies	<u>215,653</u>	<u>-215,653</u>	<u>0</u>	<u>0</u>
Sub Total	\$3,033,653	-\$215,653	\$0	\$2,818,000
<u>Health and Safety</u>				
<u>Improvements</u>				
Administration	\$4,367,732	\$0	\$0	\$4,367,732
Art & Behavioral Sciences	12,247,136	0	0	12,247,136
Infrastructure	20,701,679	16,298,321	0	37,000,000
Auxiliary Warehouse	105,042	0	0	105,042
Communications	8,223,354	0	0	8,223,354
Construction Technology	943,970	0	0	943,970
Domestic Water System	110,208	0	0	110,208
Facilities and Receiving	1,985,416	0	0	1,985,416
Fire Alarm	279,694	0	0	279,694
Firelines	119,905	0	0	119,905
Hazardous Materials Abatement	200,000	0	0	200,000
Library	7,876,509	0	0	7,876,509
Marsee Auditorium	6,670,843	0	0	6,670,843
Math Sciences - New Tech Arts	10,761,643	1,838,357	12,600,000	25,200,000

Music	8,896,846	0	0	8,896,846
Natural Gas System	13,852	0	0	13,852
North Gymnasium	3,248,993	0	0	3,248,993
Physical Education & Men's Shower	4,216,871	0	0	4,216,871
Planetarium	559,465	0	0	559,465
Pool and Health Center	8,273,592	0	0	8,273,592
Primary Electrical Distribution	5,480,458	0	0	5,480,458
Reimbursements	1,456,353	0	0	1,456,353
Security Systems	30,245	0	0	30,245
Sewer System	55,449	0	0	55,449
Social Sciences	7,415,520	0	5,673,000	13,088,520
Storm Drain System	30,644	0	0	30,644
Technical Arts	5,600,000	-3,672,200	0	1,927,800
Shops	10,600,000	0	0	10,600,000
Reserve for Contingencies	<u>8,337,328</u>	<u>-8,337,328</u>	<u>0</u>	<u>0</u>
Sub Total	\$138,808,747	\$6,127,150	\$18,273,000	\$163,208,897
<u>Information Technology & Equipment</u>				
Behavioral and Social Sciences	\$654,077	\$0	\$0	\$654,077
Business	1,143,650	0	0	1,143,650
Facilities Planning and Services	1,925,724	0	0	1,925,724
Fine Arts	2,870,096	0	0	2,870,096
Health Sciences and Athletics	1,269,987	0	0	1,269,987
Humanities	625,978	0	0	625,978
Industry and Technology	1,883,641	0	0	1,883,641
Information Technology	14,557,510	0	0	14,557,510
Learning Resources	4,940,775	0	0	4,940,775
Math	723,061	0	0	723,061

Natural Sciences	3,063,431	0	0	3,063,431
Nursing	252,651	0	0	252,651
Student and Community Advancement	645,925	0	0	645,925
Interfund Transfer	141,150	0	0	141,150
Campus Police	68,500	0	0	68,500
Purchasing	10,000	0	0	10,000
Phase II, III, IV Purchases	12,686,900	-12,686,900	0	0
Installation Contingency	4,464,194	-4,464,194	0	0
Reserve for Contingencies	<u>3,746,018</u>	<u>-3,746,018</u>	<u>0</u>	<u>0</u>
Sub Total	\$55,673,268	-\$20,897,112	\$0	\$34,776,156
<u>Physical Education</u>				
<u>Facilities</u>				
Baseball Field	\$1,091,800	\$0	\$0	\$1,091,800
North Field	481,600	0	0	481,600
Sand Volleyball	12,300	0	0	12,300
Reserve for Contingencies	<u>121,349</u>	<u>-121,349</u>	<u>0</u>	<u>0</u>
Sub Total	\$1,707,049	-\$121,349	\$0	\$1,585,700
SUMMARY				
Additional Classrooms & Modernization	\$175,871,183	\$15,736,789	\$39,785,845	\$231,393,787

L. PURCHASE ORDERS AND BLANKET PURCHASE ORDERS

It is recommended that all purchase orders and blanket purchase orders be ratified as shown.

P.O. Number	Vendor Name	Site Name	Description	P.O. Cost
Fund 11	Unrestricted - El Camino			
P0100580	VWR Scientific	Chemistry	Instructional Supplies	\$4,206.81
P0100587	Maintex Inc.	Operations	Non-Instruct Supplies	\$1,668.24
P0100588	Empire Cleaning	Operations	Non-Instruct Supplies	\$15,777.00
P0100616	Waxie Sanitary Supply	Operations	Non-Instruct Supplies	\$2,629.24
P0100631	Westwood Building	Art Department	Instructional Supplies	\$674.26

P0100632	Rio Grande	Art Department	Instructional Supplies	\$911.52
P0100633	Spectrum Laboratory	Art Department	Instructional Supplies	\$63.85
P0100636	Ideal Glass & Mirror	Life Sciences	Instructional Supplies	\$77.50
P0100638	Zones, Inc.	Technical Services	Repairs Parts And Supplies	\$1,976.76
P0100640	Rotary Club/ Torrance	Administrative Serv.	Conferences Mgmt	\$100.00
P0100641	Certified Office	VP-SCA	New Equipment -	\$419.65
P0100645	Empire Cleaning	Operations	Non-Instruct Supplies	\$5,012.98
P0100646	Namifiers	VP-SCA	Non-Instruct Supplies	\$18.50
P0100650	Konica Minolta	Family Consumer	Maintenance Contracts	\$419.00
P0100655	Compton Chamber	Community	Dues And Memberships	\$100.00
P0100659	Matthew Bender	International Students	Other Books	\$289.98
P0100660	Mass Press	International Students	Non-Instruct Supplies	\$59.48
P0100662	True Roll Inc.	Ctr for Arts Production	Repairs Parts And Supplies	\$968.15
P0100663	Empire Cleaning	Operations	Non-Instruct Supplies	\$7,132.10
P0100664	Regents of University	First Year Exp	Conferences Mgmt	\$180.00
P0100665	CSU Channel Islands	First Year Exp	Conferences Mgmt	\$195.00
P0100666	Carson Chamber of	Public Information	Dues And Memberships	\$125.00
P0100667	Ann M. Garten	Public Information	Conferences Mgmt	\$180.00
P0100668	Hawthorne Chamber	Public Information	Dues And Memberships	\$100.00
P0100669	Capitol Enquiry, Inc.	Public Information	Non-Instruct Supplies	\$51.30
P0100672	Scantron	Information Tech.	Non-Instruct Supplies	\$1,510.20
P0100673	Stuart F. Cooper	Information Tech.	Non-Instruct Supplies	\$1,025.08
P0100674	Harland Technology	Information Tech.	Maintenance Contracts	\$1,192.00
P0100686	William Guerra	Division Ofc Student	Non-Instruct Supplies	\$7.57
P0100689	American Express	Resource	Conferences Mgmt	\$254.76
P0100690	Office Max	Human Resources	New Equipment	\$225.15
P0100696	Computerland	Information Tech.	Maintenance Contracts	\$99,527.50
P0100698	Flinn Scientific	Chemistry	Instructional Supplies	\$58.67
P0100699	Graphic Chemical	Art Department	Instructional Supplies	\$1,543.43
P0100700	McLogan Supply Co.	Art Department	Instructional Supplies	\$1,631.25
P0100702	A-1 Printing &	Ed & Community	Non-Instruct Supplies	\$3,464.00
P0100703	Mcmaster Carr	Life Sciences	Instructional Supplies	\$84.04
P0100706	Mass Press	Counseling Office	Non-Instruct Supplies	\$59.48
P0100707	Dell Marketing Lp	Ed & Community	New Equip - Noninstr	\$2,082.29
P0100709	CCS Presentation	Ed & Community	New Equip - Noninstr	\$1,132.14
P0100710	Golden West Ind.	Art Department	Instructional Supplies	\$1,015.85
P0100724	Lexis Nexis	Div Office Instr.	Other Services And Expenses	\$107.00
P0100725	Brinks Home Security,	Div Office Instr.	Other Services And Expenses	\$55.90
P0100727	Champion Chemical	Operations	Non-Instruct Supplies	\$5,135.11
P0100729	Boise Cascade	Warehouse	Inventories, Stores, Prepaid	\$1,143.12
P0100730	Empire Cleaning	Facilities/Planning	Repairs Noninstructional	\$1,524.26
P0100732	Inverter Technology	Facilities/Planning	Repairs Noninstructional	\$2,541.73
P0100733	A-1 Office Plus	Admissions/Records	Non-Instruct Supplies	\$324.74
P0100738	B & M Lawn and	Grounds	Repairs Noninstructional	\$357.02
P0100745	Ad Club	Ed & Community	Other Services And Expenses	\$395.00
P0100749	Carolee G. Casper	Student Affairs	Non-Instruct Supplies	\$160.70
P0100750	Harold L. Tyler	Student Affairs	Non-Instruct Supplies	\$107.00
P0100752	CCCSAA	Student Affairs	Conferences Mgmt	\$150.00
P0100753	PC Mall Gov Inc.	Technical Services	Repairs Parts And Supplies	\$145.03
P0100754	Carolina Biological	Life Sciences	Instructional Supplies	\$480.91
P0100756	California Community	Administrative Serv.	Conferences Mgmt	\$85.00
P0100759	Krystal Klear Window	Facilities/Planning	Repairs Noninstructional	\$2,225.00
P0100769	Backstage West	Theatre/Dance	Non-Instruct Supplies	\$89.00
P0100770	Dance Spirit	Theatre/Dance	Non-Instruct Supplies	\$10.00

P0100771	Dance Teacher	Theatre/Dance	Non-Instruct Supplies	\$24.95
P0100772	Oclc, Inc	Music	Repairs Parts And Supplies	\$1,295.00
P0100773	Mass Press	Facilities/Planning	Non-Instruct Supplies	\$59.48
P0100774	Hitt Marking Devices	Physical Education	Other Instr Supplies	\$105.05
P0100777	Ideascope Inc.	Ed & Community	Multi Media Advertising	\$1,527.66
P0100783	J. F. Mccaughin	Art Department	Instructional Supplies	\$1,022.25
P0100784	Achro/Aao	Human Resources	Dues And Memberships	\$150.00
P0100785	Sunny Express	Construction	Instructional Supplies	\$56.00
P0100788	Burman	Art Department	Instructional Supplies	\$2,277.11
P0100797	California Community	Presidents Office	Dues And Memberships	\$1,500.00
P0100799	CCCCIO	V.P. Academic Affairs	Conferences Mgmt	\$600.00
P0100800	Mcm Electronics Parts	Technical Services	Repairs Parts And Supplies	\$621.08
P0100801	Printer Works, the	Technical Services	Repairs Parts And Supplies	\$998.37
P0100804	Dell Marketing L. P.	Technical Services	Repairs Parts And Supplies	\$492.54
P0100806	AAA Flag & Banner	Grounds	Repairs Noninstructional	\$1,547.98
P0100853	New Haven Moving	Ctr for Arts Promo	New Equipment -	\$293.02
P0100854	Torrance Postmaster	Ctr for Arts Promo	Postage	\$1,869.84
P0100855	Torrance Postmaster	Ctr for Arts Promo	Postage	\$1,871.07
P0100856	Ricoh Corp	English	Instructional Supplies	\$76.12
P0100857	Kari Brody	Athletics Training	Non-Instruct Supplies	\$265.76
P0100858	Rp Group, the	Institutional Research	Dues And Memberships	\$350.00
P0100859	CDW-G	Information Tech.	Non Inst Comp Eq	\$25,465.81
P0100863	National Safety Coun.	Health, Safety	Dues And Memberships	\$440.00
P0100865	Luis R. Barrueta	First Year Exp	Non-Instruct Supplies	\$196.23
P0100866	Mcmaster Carr	Physics	Instructional Supplies	\$267.30
P0100867	Nesdoor	Facilities/Planning	Repairs Noninstructional	\$768.00
P0100868	Arbor Scientific	Physics	Instructional Supplies	\$207.41
P0100869	Mouser Electronics	Physics	Instructional Supplies	\$152.73
P0100870	Taylor & Francis	Div Office Instr.	Library Books	\$1,230.90
P0100871	Matthew Bender	Div Office Instr.	Library Books	\$126.30
P0100872	Matthew Bender	Div Office Instr.	Library Books	\$2,171.31
P0100873	Academic Superstore	Anthropology	Instructional Supplies	\$569.39
P0100874	Orange County	Ctr for Arts Production	Repairs Parts And Supplies	\$263.05
P0100875	Boise Cascade	Warehouse	Inventories, Stores, Prepaid	\$2,307.02
P0100876	Commission on	President's Office	Dues And Memberships	\$10,040.00
P0100877	I.C.I. Dulux Paint	Grounds	Non-Instruct Supplies	\$1,156.60
P0100878	E.C.C. Public	VP-SCA	Printing	\$440.00
P0100889	Torrance Chamber of	Community	Conferences Mgmt	\$325.00
P0100891	Henri Venanzi	Ctr for Arts Instr.	Contract Services	\$500.00
P0100896	National Student	Institutional Research	Maintenance Contracts	\$1,194.75
P0100897	Usamobility	Information Tech.	Maintenance Contracts	\$10.89
P0100904	Office Depot	Physical Education	Instructional Supplies	\$703.59
P0100907	Mass Press	Ed & Community	Non-Instruct Supplies	\$59.48
P0100908	Boise Cascade	Warehouse	Inventories, Stores, Prepaid	\$17,527.84
P0100909	Monterey Graphics	Warehouse	Inventories, Stores, Prepaid	\$3,523.54
P0100910	Printer Works, the	Technical Services	Repairs Parts And Supplies	\$375.07
P0100916	Pyro-Comm Systems,	Facilities/Planning	Repairs Noninstructional	\$175.00
P0100920	Verizon Wireless	Health, Safety	Telephone	\$80.47
P0100921	Verizon Wireless	Health, Safety	Telephone	\$83.85
P0100922	Grizzly Industrial	Ctr for Arts Production	Non-Instruct Supplies	\$219.41
P0100927	Ricoh Corp	Division Office Math	Instructional Supplies	\$143.23
P0100928	Cal Western Paint	Ctr for Arts Production	Non-Instruct Supplies	\$361.23
P0100929	Southland Lumber	Ctr for Arts Production	Non-Instruct Supplies	\$1,016.73
P0100930	Rose Brand	Ctr for Arts Production	Non-Instruct Supplies	\$1,329.72

P0100934	Journal of Light	Construction	Publications-Magazines	\$29.95
P0100935	NFPA	Fire	Dues And Memberships	\$150.00
P0100936	Small Parts, Inc	Machine Tool	Instructional Supplies	\$154.41
P0100940	BOG's - California	Information Tech.	Maintenance Contracts	\$3,700.00
P0100943	Hobsons, Inc.	International Students	Multi Media Advertising	\$2,000.00
P0100944	Peterson's Nelnet Llc	International Students	Multi Media Advertising	\$1,840.00
P0100948	Pbs Home Video Cat.	Film Rental	Instructional Supplies	\$65.43
P0100949	Amazon.Com	Film Rental	Instructional Supplies	\$24.62
P0100950	Mitchell International	Automotive Collision	Publications-Magazines	\$913.84
P0100951	American Machinist	Machine Tool	Publications-Magazines	\$85.00
P0100952	Nuts & Volts Magazine	Machine Tool	Publications-Magazines	\$21.95
P0100953	Fire Engineering	Fire	Publications-Magazines	\$29.95
P0100954	PC World	Electronics	Publications-Magazines	\$24.00
P0100955	Edvotek	Life Sciences	Instructional Supplies	\$224.56
P0100956	NCMPR	Public Information	Dues And Memberships	\$175.00
P0100957	Inglewood Chamber	Public Information	Dues And Memberships	\$500.00
P0100958	Graphic Media Co.	Public Information	Instructional Supplies	\$356.01
P0100967	Dick Blick Art	Art Department	Instructional Supplies	\$402.69
P0100976	Joint Review	Rad Tech	Dues And Memberships	\$1,500.00
P0100977	Sargent Welch	Life Sciences	Instructional Supplies	\$241.52
P0100978	Carolina Biological	Life Sciences	Instructional Supplies	\$355.51
P0100996	SNI Security Network,	Facilities/Planning	Repairs Noninstructional	\$515.00
P0101026	Viasys Healthcare Inc.	Wellness Center	Instructional Supplies	\$186.83
P0101028	Law Fire Protection	Facilities/Planning	Repairs Noninstructional	\$5,100.83
P0101029	Boise Cascade	Warehouse	Inventories, Stores, Prepaid	\$1,221.06
P0101030	California Colleges	Study Abroad Prog.	Dues And Memberships	\$450.00
P0101031	Empire Cleaning	Operations	Non-Instruct Supplies	\$1,870.02
P0101032	Carolina Biological	Earth Sciences	Instructional Supplies	\$313.34
P0101033	EBSCO Subscription	Div Office Instr.	Publications-Magazines	\$37,438.79
P0101035	The Tape Company	Audio/Visual	Instructional Supplies	\$308.16
P0101036	Innovative Users	Div Office Instr.	Other Services And Expenses	\$70.00
P0101037	Ceb Passport Prog.	Div Office Business	Dues And Memberships	\$2,059.00
P0101038	Msc Industrial Supply	Information Tech.	Non-Instruct Supplies	\$106.69
P0101039	Association of	Div Office Fine Arts	Dues And Memberships	\$373.00
P0101040	Samy's Camera	Ctr for Arts Promo	Non-Instruct Supplies	\$773.11
P0101056	American Express	Student Affairs	Conferences Mgmt	\$342.76
P0101058	UCEA Publications	Ed & Community	Non-Instruct Supplies	\$111.00
P0101061	Ideascope Inc.	Ed & Community	Multi Media Advertising	\$268.50
P0101063	Abtech Support	Information Tech.	Non-Instruct Supplies	\$14,658.91
P0101064	The Gemmary	Chemistry	Instructional Supplies	\$270.63
P0101065	American Express	Ed & Community	Transportation/ Mileage	\$410.79
P0101067	VWR Scientific	Life Sciences	Instructional Supplies	\$856.59
P0101071	Datatel, Inc.	Information Tech.	Maintenance Contracts	\$16,000.00
P0101073	Edits Publishers	First Year Exp	Non-Instruct Supplies	\$384.40
P0101075	Performance Pipeline	Facilities/Planning	Repairs Noninstructional	\$5,850.00
P0101076	NFPA	Health, Safety	Dues And Memberships	\$150.00
P0101077	CACCRAO	Admissions/Records	Dues And Memberships	\$200.00
P0101080	Johnson Books	Astronomy	Instructional Supplies	\$24.99
P0101093	Mass Press	Div Office BSSC	Instructional Supplies	\$59.48
P0101094	Clary Business	VP-SCA	New Equipment	\$570.84
P0101095	Los Angeles	Writing Center	Instructional Supplies	\$448.88
P0101096	Mcls (metropolitan	Div Office Instr.	Other Services And Expenses	\$200.00
P0101107	Hermosa Beach	Public Information	Dues And Memberships	\$200.00
P0101112	National Collegiate	Honors Program	Dues And Memberships	\$500.00

P0101113	Western Regional	Honors Program	Dues And Memberships	\$50.00
P0101114	Honors Transfer	Honors Program	Dues And Memberships	\$90.00
P0101116	CCCSAA	Student Affairs	Conferences Mgmt	\$390.00
P0101123	Disney's Coronado	Ed & Community	Conferences Mgmt	\$616.48
P0101125	Diversified Imaging	Photography	Instructional Supplies	\$267.07
P0101127	One Day Paint and	Facilities/Planning	Repairs Noninstructional	\$680.97
P0101128	Ideal Glass & Mirror	Facilities/Planning	Repairs Noninstructional	\$2,621.65
P0101129	LRP Publications	Counseling Office	Publications/ Periodicals	\$125.50
P0101130	Thomson West	Counseling Office	Publications/ Periodicals	\$268.00
P0101131	American Industrial	Plumbing Shop	Non-Instruct Supplies	\$597.23
P0101132	LRP Publications	Counseling Office	Publications/ Periodicals	\$225.00
P0101133	LRP Publications	Counseling Office	Publications/ Periodicals	\$222.00
P0101135	Nasbite Bradley	Community	Conferences Mgmt	\$345.00
P0101137	Mcmaster Carr	Physics	Instructional Supplies	\$81.88
P0101138	Quantum Signs &	Transfer Center	Non-Instruct Supplies	\$306.00
P0101139	Enterprise Rent-A-Car	Transfer Center	Transportation	\$70.35
P0101140	Enterprise Rent-A-Car	Transfer Center	Transportation	\$70.35
P0101143	Camtronics Inc	Machine Tool	Instructional Supplies	\$334.34
P0101146	Kits Usa	Electronics	Instructional Supplies	\$1,065.01
P0101149	Master Lock Company	Cosmetology	Instructional Supplies	\$8.75
P0101150	Fisher Scientific	Chemistry	Instructional Supplies	\$119.76
P0101153	Pacific Coachways	Transfer Center	Transportation	\$453.47
P0101154	Pacific Coachways	Transfer Center	Transportation	\$734.54
P0101155	Beauty Systems	Cosmetology	Instructional Supplies	\$1,200.00
P0101156	Enterprise Rent-A-Car	Transfer Center	Transportation	\$70.35
P0101159	Biddle Consulting	Human Resources	Other Services And Expenses	\$5,820.00
P0101160	Pyramid Audio	Ctr for Arts Production	Other Rentals	\$1,342.50
P0101161	Certified Office	Admissions/Records	Repairs Noninstructional	\$45.00
P0101164	LRP Publications	Admissions/Records	Other Books	\$125.50
P0101165	Calmet Services	Utilities	Waste Disposal	\$4,494.60
P0101173	Affidia Systems	Information Tech.	Maintenance Contracts	\$1,770.00
P0101174	Oreck Commercial	Ctr for Arts Ticket	Non-Instruct Supplies	\$105.40
P0101176	Ecctyc	Div Office Humanities	Publications/ Periodicals	\$210.00

Fund 11 Total: 200

\$393,636.12

Fund 12 Restricted - El Camino

P0100578	Culver Newlin Inc.	Math	New Equipment - Instructional	\$3,774.68
P0100619	Mass Press	CalWORKs	Non-Instruct Supplies	\$59.48
P0100643	S & B Food Services	EOPS	In-Service Training	\$1,050.50
P0100644	Advanced Party	Matriculation	Other Rentals	\$100.00
P0100649	Elizabeth M. Shadish	Global Experience	Telephone	\$25.16
P0100653	Sheraton Gunter Hotel	CACT COCCC	Conferences Mgmt	\$280.20
P0100654	Copy R Office	Careers in Child Care	Instructional Supplies	\$11.13
P0100656	National Coalition of	CACT COCCC	Conferences Mgmt	\$325.00
P0100657	Nxlevel Education	SBDC - Non-Program	Non-Instruct Supplies	\$298.00
P0100658	Project Lead the Way	CACT - Quick Start	Dues And Memberships	\$2,500.00
P0100670	Hoffman Video	DSPS	New Equipment - Instructional	\$6,778.00
P0100671	LRP Publications	DSPS	Publications-Magazines	\$225.00
P0100681	Mass Press	MESA Program	Non-Instruct Supplies	\$59.48
P0100687	COPS West	Parking-Student	Conferences Mgmt	\$20.00
P0100688	North Star Graphics	Parking-Student	Repairs Non Instr	\$243.56
P0100691	LaserMax, Inc.	Parking-Student	New Equipment -	\$65.33
P0100693	Cummins-Allison	Parking-Student	Maintenance Contracts	\$337.00
P0100694	Cavenaugh &	Parking-Student	In-Service Training	\$425.00

P0100695	Zones, Inc.	Parking-Student	New Equipment -	\$1,930.96
P0100697	S & B Food Services	EOPS CARE	Non-Instruct Supplies	\$1,848.75
P0100701	American Express	CACT COCCC	Transportation/ Mileage	\$327.04
P0100704	Sidedoor Studio, The	Women in Ind.	Non-Instruct Supplies	\$40.00
P0100705	SACNAS	MESA Program	Conferences Mgmt	\$200.00
P0100708	National Council for	Community	Dues And Memberships	\$495.00
P0100722	Achro/Aao	Faculty & Staff Div.	Dues And Memberships	\$100.00
P0100731	CCCEOPSA	EOPS	Conferences Mgmt	\$1,700.00
P0100737	Crucial Technology	Community	Non-Instruct Supplies	\$3,545.24
P0100739	American Express	SBA Contract Jan-Dec	Transportation/ Mileage	\$483.80
P0100740	Grand Hyatt	SBDC - Non-Program	Conferences Mgmt	\$1,065.80
P0100741	CBCF-ALC	SBDC - Non-Program	Conferences Mgmt	\$300.00
P0100742	American Express	Community	Transportation/ Mileage	\$640.65
P0100743	American Express	Community	Transportation/ Mileage	\$294.03
P0100744	Judith Norton	CACT/BEST	Other Services And Expenses	\$190.00
P0100746	Longacre Racing	I&T	New Equipment - Instructional	\$1,492.05
P0100747	Transportation Sup.	I&T	New Equipment - Instructional	\$5,470.66
P0100751	U.S. Armor Corp.	Parking-Student	New Equipment -	\$700.16
P0100755	Audio Visual	Natural Sci	New Equipmen-Instr.	\$312.91
P0100767	Scholastic Insurance	EI Camino Language	Other	\$3,432.00
P0100768	FPP Media	EI Camino Language	Multi Media Advertising	\$756.50
P0100778	Morgan Industries, Inc.	VATEA I&T	New Equipment - Instructional	\$19,743.19
P0100779	Sims Welding Supply	VATEA I&T	New Equipment - Instructional	\$7,705.86
P0100780	Sims Welding Supply	I&T	New Equipment - Instructional	\$8,760.12
P0100782	Banak Machinery	I&T	New Equipment - Instructional	\$12,739.98
P0100786	Laura A. Landry	Contract Education	Non-Instruct Supplies	\$179.00
P0100787	CRM Learning	WPLRC State	Non-Instruct Supplies	\$882.95
P0100790	American Express	Community	Transportation/ Mileage	\$208.68
P0100796	Mass Press	EI Camino Language	Printing	\$59.48
P0100798	Wendy Wilsing	DSPS	Contract Services	\$150.00
P0100802	The Apple Store	MESA Program	New Equipment -	\$3,227.30
P0100803	Sharin K. Nakayama	SRC Donations	Instructional Supplies	\$61.99
P0100807	Sigmanet	VP AA 0506	Computer Software Account	\$2,592.59
P0100808	The Light Bulb Factory	VP AA 0506	Computer Software Account	\$2,500.00
P0100816	American Express	CSA WIRED - CACT	Transportation/ Mileage	\$265.00
P0100817	Dell Marketing L. P.	MESA Program	New Equipment	\$281.45
P0100818	Tamara Restrepo	MESA Program	Student Stipends	\$150.00
P0100819	Virco Manufacturing	MESA Program	New Equipment	\$2,308.86
P0100820	Spectrum Industries	MESA Program	New Equipment	\$1,495.67
P0100821	Council for Resource	Community	Conferences Mgmt	\$465.00
P0100822	A-1 Printing	SBA Contract	Printing	\$8,183.70
P0100823	Arbor Travel	Community	Transportation/ Mileage	\$45.00
P0100824	American Express	EOPS CARE	Conferences Other	\$130.68
P0100825	EMC Paradigm	WPLRC PIC Aero	Other Books	\$356.98
P0100864	Carol Imai-Bowsfield	DSPS	Conferences Classified	\$222.13
P0100886	American Express	Community	Transportation/ Mileage	\$95.81
P0100887	NCMPR	Community	Conferences Mgmt	\$400.00
P0100888	Harrah's Las Vegas	Community	Conferences Mgmt	\$177.00
P0100890	American Express	Community	Transportation/ Mileage	\$384.56
P0100892	Copy R Office	Careers in Child Care	Copiers	\$1,893.74
P0100893	Cheryl A. Kroll	Title V ECC/SMC	Non-Instruct Supplies	\$24.17
P0100894	Class	WPLRC Technical	Other Books	\$287.50
P0100895	Postmaster	Community	Other Services And Expenses	\$1,941.23
P0100898	American Express	Trade Exchange	Transportation/ Mileage	\$678.00

P0100903	American Express	Community	Transportation/ Mileage	\$381.27
P0100906	American Express	CalWORKS	Conferences Other	\$222.80
P0100911	Pauline Annarino	WRIEC Year 2	Non-Instruct Supplies	\$898.46
P0100912	Ronald W. Way	Adv Aerospace	Travel And Conference	\$152.07
P0100913	Cheryl A. Kroll	Title V ECC/SMC	Non-Instruct Supplies	\$8.68
P0100914	Act, Inc.	JDIF/Work Ready .	Other Services And Expenses	\$60.00
P0100915	Little Company	Parking-Student	Other Services And Expenses	\$35.00
P0100917	Marriott Savannah	Community	Conferences Mgmt	\$1,626.03
P0100918	CLEARs	Parking-Student	Dues And Memberships	\$30.00
P0100919	CCUG Conference	Parking-Student	Dues And Memberships	\$50.00
P0100937	Parallax, Inc	CACT - Quick Start	Non-Instruct Supplies	\$2,895.85
P0100938	Kits Usa	CACT - Quick Start	Non-Instruct Supplies	\$1,412.68
P0100939	Best Buy	DSPS	Instructional Supplies	\$75.78
P0100941	Gall's Inc	Parking-Student	New Equipment -	\$794.99
P0100942	Dell Marketing L. P.	Excelencia In Edu.	Replacement Computer	\$2,038.99
P0100945	Xiaodong Shan	Global Experience	Other Books	\$494.20
P0100946	Bricepac, Inc.	Parking-Student	Conferences Mgmt	\$390.00
P0100959	Dell Marketing L. P.	Business	New Equipment - Instructional	\$23,561.41
P0100968	Jeffrey P. Ducar	Title V ECC/SMC	Contract Services	\$100.00
P0100969	A-1 Office Plus	CCAMPIS prior year	New Equip - Noninstr	\$2,806.51
P0100970	Salvatrice Kuykendall	Title V ECC/SMC	Contract Services	\$100.00
P0100971	Allison Dean	Title V ECC/SMC	Contract Services	\$100.00
P0100974	Jim Jones	Title V ECC/SMC	Contract Services	\$100.00
P0100975	Joann Isken	Title V ECC/SMC	Contract Services	\$100.00
P0100979	WardJet	VATEA I&T	Instructional Supplies	\$6,185.62
P0101041	Torrance Chamber	JDIF/Work Ready	Other Services And Expenses	\$1,395.00
P0101042	Jist Publishing.	Women in Ind	Non-Instruct Supplies	\$27.43
P0101043	Mid City Mailing	SBA Contract	Postage	\$566.39
P0101044	AT Systems West	Parking-Student	Other Services And Expenses	\$76.30
P0101045	American Express	Community	Transportation/ Mileage	\$328.68
P0101046	American Express	Community	Conferences Mgmt	\$289.08
P0101047	Hyatt Regency	Community	Conferences Mgmt	\$1,110.65
P0101060	A Plus Window Tint	Community	Other Services And Expenses	\$100.00
P0101066	Hyatt Regency	SBDC - Caltrans	Conferences Other	\$337.63
P0101068	American Express	Adminstration	Travel And Conference	\$305.36
P0101070	Western Graphics	Careers in Child Care	Instructional Supplies	\$584.55
P0101072	Office Max	Careers in Child Care	Instructional Supplies	\$132.27
P0101074	American Express	SBDC - Caltrans	Transportation/ Mileage	\$261.36
P0101078	Sandy De Mos	CCAMPIS prior year	Dues And Memberships	\$280.00
P0101079	Jayne Petrich	Title V ECC/SMC	Contract Services	\$100.00
P0101081	A-1 Office Plus	CCAMPIS prior year	New Equip - Noninstr	\$2,803.20
P0101084	Patrice A. McCorvey	Title V ECC/SMC	Contract Services	\$100.00
P0101088	Brian Leung	Title V ECC/SMC	Contract Services	\$100.00
P0101089	Hec Ramsey	Parking-Student	Non-Instruct Supplies	\$456.53
P0101091	Aileen Willoughby	Title V ECC/SMC	Contract Services	\$100.00
P0101092	Kelly Gasset	Title V ECC/SMC	Contract Services	\$100.00
P0101097	Luis R. Barrueta	First Year Exp	Non-Instruct Supplies	\$257.95
P0101104	Carpet Marketing	Parking-Student	New Equipment -	\$566.03
P0101106	Bricepac, Inc.	Parking-Student	In-Service Training	\$195.00
P0101108	Little Company	Parking-Student	Other Services And Expenses	\$140.00
P0101109	New Readers Press	El Camino Language	Other Instr Supplies	\$170.10
P0101117	Emblem Enterprises,	Parking-Student	Non-Instruct Supplies	\$571.57
P0101141	EWDP Support	WPLRC State	Conferences Mgmt	\$250.00
P0101142	Bel-O-Vac	VATEA I&T	New Equipment - Instructional	\$8,512.25
P0101145	Mohave Instrument	I&T	New Equipment - Instructional	\$2,056.76
P0101147	Kits Usa	CACT - Quick Start	Non-Instruct Supplies	\$603.63

P0101148	Electronix Express	CACT - Quick Start	Non-Instruct Supplies	\$1,008.66
P0101158	Future Horizons	DSPS	Conferences Faculty	\$600.00
P0101177	Susana Gonzales	Title V ECC/SMC	Contract Services	\$100.00
Fund 12 Total: 131				\$189,707.41

Fund 15 General Fund -Special Programs

P0100980	Campomon Agency	VP-SCA	Contract Services	\$100.00
P0100981	Campus Landing	VP-SCA	Contract Services	\$100.00
P0100982	The Center for	VP-SCA	Contract Services	\$100.00
P0100983	CISC	VP-SCA	Contract Services	\$100.00
P0100984	Dongah Emigration	VP-SCA	Contract Services	\$100.00
P0100985	EDIC	VP-SCA	Contract Services	\$100.00
P0100986	Educon International	VP-SCA	Contract Services	\$100.00
P0100987	EEC International	VP-SCA	Contract Services	\$100.00
P0100988	EF international	VP-SCA	Contract Services	\$100.00
P0100989	First Consulting Group	VP-SCA	Contract Services	\$100.00
P0100990	FLS Language Cent	VP-SCA	Contract Services	\$100.00
P0100991	Global Daigaku, Japan	VP-SCA	Contract Services	\$100.00
P0100992	Global One	VP-SCA	Contract Services	\$100.00
P0100993	Global Partners, Inc.	VP-SCA	Contract Services	\$100.00
P0100994	Hong Kong Overseas	VP-SCA	Contract Services	\$100.00
P0100995	Human International	VP-SCA	Contract Services	\$100.00
P0100997	The Human Co., Ltd.	VP-SCA	Contract Services	\$100.00
P0100998	Unilink	VP-SCA	Contract Services	\$100.00
P0100999	Universal Services,	VP-SCA	Contract Services	\$100.00
P0101000	America Vietnam	VP-SCA	Contract Services	\$100.00
P0101001	Vietnam National	VP-SCA	Contract Services	\$100.00
P0101002	Vista Education	VP-SCA	Contract Services	\$100.00
P0101003	Wintech Study Abr	VP-SCA	Contract Services	\$100.00
P0101004	YBM Overseas	VP-SCA	Contract Services	\$100.00
P0101005	Yuhakedu Overseas	VP-SCA	Contract Services	\$100.00
P0101006	Staff Service Ed	VP-SCA	Contract Services	\$100.00
P0101007	Study Group, Japan	VP-SCA	Contract Services	\$100.00
P0101008	Nexgen	VP-SCA	Contract Services	\$100.00
P0101009	Nova Study Abroad	VP-SCA	Contract Services	\$100.00
P0101010	P.I.L. Overseas	VP-SCA	Contract Services	\$100.00
P0101011	So Co., Ltd, Mongolia	VP-SCA	Contract Services	\$100.00
P0101012	Mainichi	VP-SCA	Contract Services	\$100.00
P0101013	Myung Moon Over	VP-SCA	Contract Services	\$100.00
P0101014	NCN National	VP-SCA	Contract Services	\$100.00
P0101015	Neveda-California	VP-SCA	Contract Services	\$100.00
P0101016	ILS Inoue Language	VP-SCA	Contract Services	\$100.00
P0101017	Acpi American College	VP-SCA	Contract Services	\$100.00
P0101018	International	VP-SCA	Contract Services	\$100.00
P0101019	JA Study Abroad	VP-SCA	Contract Services	\$100.00
P0101020	Study Abroad	VP-SCA	Contract Services	\$100.00
P0101021	ALC Global Partners	VP-SCA	Contract Services	\$100.00
P0101022	ALC Press Inc., Japan	VP-SCA	Contract Services	\$100.00
P0101023	America Asia Col, Ltd.	VP-SCA	Contract Services	\$100.00
P0101024	Apollo Education	VP-SCA	Contract Services	\$100.00
P0101025	Chongro Overseas	VP-SCA	Contract Services	\$100.00
Fund 15 Total: 45				\$4,500.00

Fund 41	Capital Outlay			
P0109016	All American Inspect	Food Service Modular Buildings		\$500.00
		Fund 41 Total: 1		\$500.00
Fund 62	Property & Liability			
P0100639	S.W.A.C.C.	Purchasing	Excess Insurance	\$6,974.00
P0100647	El Camino Com	Purchasing	Excess Insurance	\$208.60
P0100833	Keenan & Associates	Purchasing	Excess Insurance	\$33,667.00
P0101187	SWACC	Purchasing	Excess Insurance	\$568,120.00
		Fund 62 Total: 4		\$608,969.60
Fund 71	Associated Students			
P0100776	Office Max	Student Affairs	ASB Exp.	\$523.86
P0101055	American Express	Student Affairs	ASB Exp.	\$342.76
P0101062	C.C.C.S.A.A.	Student Affairs	ASB Exp.	\$390.00
		Fund 71 Total: 3		\$1,256.62
Fund 72	Student Representation Fee			
P0101054	American Express	Student Affairs	Conferences - Student	\$685.52
P0101115	CCCSAA	Student Affairs	Conferences - Student	\$780.00
		Fund 72 Total: 2		\$1,465.52
Fund 79	Auxiliary Services			
P0100634	Lori B. Medigovich	Humanities	Non-Instruct Supplies	\$470.09
P0100642	Mary Trahey	Fine Arts	Non-Instruct Supplies	\$150.00
P0100682	Jason Lobell	Fine Arts	Non-Instruct Supplies	\$50.00
P0100683	Charles F. Turner	Fine Arts	Non-Instruct Supplies	\$300.00
P0100684	Kimberly Wilkinson	Fine Arts	Non-Instruct Supplies	\$250.00
P0100685	Dramatists Play	Fine Arts	Non-Instruct Supplies	\$300.00
P0100860	Jason Lobell	Fine Arts	Non-Instruct Supplies	\$500.00
P0100861	Mary Trahey	Fine Arts	Non-Instruct Supplies	\$500.00
P0100862	JACC Treasurer	Humanities	Non-Instruct Supplies	\$300.00
P0100899	Mary Trahey	Fine Arts	Non-Instruct Supplies	\$200.00
P0100900	William J. Georges	Fine Arts	Non-Instruct Supplies	\$200.00
P0100901	Dawn C. Huntoon	Fine Arts	Non-Instruct Supplies	\$500.00
P0100902	Kimberly Wilkinson	Fine Arts	Non-Instruct Supplies	\$1,000.00
P0100924	Charles F. Turner	Fine Arts	Non-Instruct Supplies	\$600.00
P0100925	Boise Cascade	Fine Arts	Non-Instruct Supplies	\$61.69
P0100926	Boyce Forest Products	Fine Arts	Non-Instruct Supplies	\$669.50
P0100931	College Media	Humanities	Non-Instruct Supplies	\$300.00
P0101124	Applecote Uniforms	Radiologic Tech	Non-Instruct Supplies	\$696.60
P0101126	JACC Treasurer	Humanities	Non-Instruct Supplies	\$900.00
P0101152	Pacific Coachways	Counseling Office	Non-Instruct Supplies	\$900.00
P0101166	Alysa M. Brennan	Fine Arts	Non-Instruct Supplies	\$200.00
P0101167	Alysa M. Brennan	Fine Arts	Non-Instruct Supplies	\$200.00
P0101175	Oriental Trading	Student Affairs	Non-Instruct Supplies	\$277.17
		Fund 79 Total: 23		\$9,525.05
Fund 82	Scholarships & Trust/Agency			

P0100652	Fair-Play	Health Sciences	Fundraising	\$3,623.54
P0100692	Soccer Central	Health Sciences	Fundraising	\$2,150.43
P0100723	Discount Two-Way	Health Sciences	Fundraising	\$873.67
P0100728	Humphrey's Half	Health Sciences	Fundraising	\$336.48
P0100923	Courtyard by Marriott	Health Sciences	Fundraising	\$765.80
P0101027	Soccer Central	Health Sciences	Fundraising	\$790.87
P0101034	Colorado Time Sys	Health Sciences	Fundraising	\$2,706.25
P0101057	Planet Offside Inc.	Health Sciences	Fundraising	\$844.36
P0101059	Soccer Central	Health Sciences	Fundraising	\$3,014.24
P0101069	Tommy D's	Health Sciences	Fundraising	\$621.61
P0101082	Gunther Athletic	Health Sciences	Fundraising	\$822.70
P0101083	JV Pro Inc.	Health Sciences	Fundraising	\$4,357.06
P0101122	Ewing Irrigation	Health Sciences	Fundraising	\$893.97

Fund 82 Total: 13

\$21,800.98

PO Funds Total: 422

\$1,231,361.30

Fund 11 Unrestricted - El Camino

B0110559	ECCD Petty Cash	First Year Exp	Non-Instruct Supplies	\$500.00
B0110581	A. R. Zeff's	Facilities/Planning	Repairs Noninstructional	\$1,000.00
B0110582	Hughes Supply, Inc.	Construction	Instructional Supplies	\$2,000.00
B0110583	Thompson Building	Construction	Instructional Supplies	\$980.00
B0110584	Crenshaw Lumber	Construction	Instructional Supplies	\$1,225.00
B0110585	Southland Lumber	Construction	Instructional Supplies	\$5,000.00
B0110586	Crenshaw Wholesale	Construction	Instructional Supplies	\$1,700.00
B0110587	Anderson Saw	Construction	Repairs - Instructional	\$900.00
B0110588	Western Tool Supply	Construction	Repairs Parts And Supplies	\$900.00
B0110589	Mcmaster Carr	Construction	Repairs Parts And Supplies	\$500.00
B0110590	Craft Supplies U.S.A.	Construction	Repairs Parts And Supplies	\$900.00
B0110591	Woods Ace Hardware	Construction	Instructional Supplies	\$300.00
B0110592	Western Tool Supply	Construction	Instructional Supplies	\$500.00
B0110593	ECCD Petty Cash	Construction	Instructional Supplies	\$300.00
B0110594	Louis & Company	Construction	Instructional Supplies	\$700.00
B0110595	Forest Plywood	Construction	Instructional Supplies	\$800.00
B0110596	Anderson Saw	Construction	Instructional Supplies	\$200.00
B0110597	Sims Welding Supply	Automotive Collision	Repairs Parts And Supplies	\$600.00
B0110598	South Bay Paint	Automotive Collision	Repairs Parts And Supplies	\$650.00
B0110599	Shamrock Supply Co.	Automotive Collision	Repairs Parts And Supplies	\$500.00
B0110600	Airgas	Automotive Collision	Repairs Parts And Supplies	\$350.00
B0110601	South Bay Paint	Automotive Collision	Instructional Supplies	\$3,000.00
B0110602	ECCD Petty Cash	Automotive Collision	Instructional Supplies	\$500.00
B0110603	Fountain Valley Paint	Automotive Collision	Instructional Supplies	\$2,000.00
B0110604	Finish Lacquer	Automotive Collision	Instructional Supplies	\$500.00
B0110605	ECCD Petty Cash	Cosmetology	Instructional Supplies	\$500.00
B0110606	Sebastian Internation	Cosmetology	Instructional Supplies	\$1,000.00
B0110607	Marianna West	Cosmetology	Instructional Supplies	\$2,000.00
B0110608	Jazz-Z Beauty Prod.	Cosmetology	Instructional Supplies	\$800.00
B0110609	Gabel's Cosmetics	Cosmetology	Instructional Supplies	\$1,000.00
B0110610	Euro - California	Cosmetology	Instructional Supplies	\$800.00
B0110611	Essential Salon	Cosmetology	Instructional Supplies	\$500.00
B0110612	Dermal Institute	Cosmetology	Instructional Supplies	\$1,500.00
B0110613	Johnstone Supply	Welding	Repairs Parts And Supplies	\$450.00
B0110615	ACS	Fiscal Services	Contract Services	\$1,375.00

B0110621	Rory Livingston	Compton Center	PSA Contract Services	\$76,650.00
B0110634	Eddings Brothers	Fire Academy 06-07	Instructional Supplies	\$1,000.00
B0110635	Westrux	Fire Academy 06-07	Repairs - Instructional	\$1,000.00
B0110636	S & B Food Services	First Year Exp	Non-Instruct Supplies	\$1,000.00
B0110637	E.C.C. Public	First Year Exp	Reproduction -	\$1,000.00
B0110647	Fry's Electronics	Electronics	Instructional Supplies	\$162.31
B0110648	Ricoh Corp	Purchasing and	Copiers	\$128.20
B0110650	Steris Corporation	Div Office Nat Sci.	Maintenance Contracts	\$2,385.69
B0110656	Thomson Gale	Div Office Instr.	Library Books	\$13,500.00
B0110660	Spinitar Presentation	Staff Development	Non-Instruct Supplies	\$1,000.00
B0110661	E.C.C.C.D. Center	Discovery Series	Contract Services	\$32,000.00
B0110673	ECCD Petty Cash	Div Office Fine Arts	Instructional Supplies	\$2,000.00
B0110681	ECCD Petty Cash	Public Information	Instructional Supplies	\$250.00
B0110682	Higheredjobs.Com	Human Resources	Multi Media Advertising	\$1,895.00
B0110683	Konica Minolta	Information Tech.	Maintenance Contracts	\$1,700.00
B0110690	VTR Service Co.	Audio/Visual	Instructional Supplies	\$1,800.00
B0110691	Moore Medical Corp	Human Resources	Other Services And Expenses	\$3,000.00
B0110700	Dowden Associates	Resource	Contract Services	\$13,950.00
B0110709	Xpedx Paper	Copy Center	Instructional Supplies	\$1,500.00
B0110714	Maly's	Cosmetology	Instructional Supplies	\$800.00
B0110715	ECCD Petty Cash	Counseling Office	Non-Instruct Supplies	\$500.00
B0110716	Beauty Systems	Cosmetology	Instructional Supplies	\$1,200.00
B0110721	Iron Mountain	Information Tech.	Maintenance Contracts	\$3,200.00
Fund 11 Total: 58				\$198,051.20

Fund 12 Restricted - El Camino

B0100802	The Apple Store	MESA Program	New Equipment	\$3,227.30
B0110558	E.C.C. Public	CalWORKs	Printing	\$500.00
B0110570	Jose Gutierrez	Foster Care Ed 03-04	PSA Contract Services	\$592.00
B0110571	Sharonda Barksdale	Foster Care Ed 03-04	PSA Contract Services	\$1,332.00
B0110572	Sharonda Barksdale	model approaches to	PSA Contract Services	\$1,000.00
B0110573	Tasha Stiger	Foster Care Ed 03-04	PSA Contract Services	\$740.00
B0110574	Bridgitte B. Green	Foster Care Ed 03-04	PSA Contract Services	\$740.00
B0110575	Charlene Williams	Foster Care Ed 03-04	PSA Contract Services	\$444.00
B0110576	D'Asha Leonard	Foster Care Ed 03-04	PSA Contract Services	\$592.00
B0110577	Gretchen Hayes	Foster Care Ed 03-04	PSA Contract Services	\$1,064.00
B0110580	Patrick Imamura	YESS 07-08 email	PSA Contract Services	\$38,664.00
B0110614	S & B Food Services	VTEA Title II Tech	Other Services And Expenses	\$1,000.00
B0110623	E.C.C. Public	Health Services	Reproduction	\$1,000.00
B0110629	ECCD Petty Cash	SRC Donations	Instructional Supplies	\$400.00
B0110632	Laurie S. Good	CACT/BEST	PSA Contract Services	\$4,000.00
B0110633	Jesus Cabiero	JDIF/Work Ready	PSA Contract Services	\$4,500.00
B0110649	Mark S. Hodo	Parking-Student	PSA Contract Services	\$20,000.00
B0110653	National Instruments	Honeywell Training	Contract Services	\$16,299.00
B0110657	Allstar Fire Equipment	Fire Tech Donations	Instructional Supplies/Lottery	\$3,000.00
B0110659	OmniUpdate	VP AA 0506 new	Computer Software Account	\$36,500.00
B0110662	Dowden Associates,	Title V ECC/SMC	Contract Services	\$25,730.24
B0110675	Jacmet/Arizona State	Honeywell Training	Contract Services	\$8,750.00
B0110679	Giovanna Brasfield	SBDC - Caltrans	PSA Contract Services	\$15,000.00
B0110684	E.C.C. Child Dev.	Women in Ind.	Other	\$15,000.00
B0110685	ECCD Petty Cash	CITD	Non-Instruct Supplies	\$150.00
B0110686	ECCD Petty Cash	WPLRC Technical	Non-Instruct Supplies	\$1,000.00
B0110687	E.C.C. Public	MESA Program	Non-Instruct Supplies	\$500.00

B0110688	ECCD Petty Cash	MESA Program	Non-Instruct Supplies	\$1,000.00
B0110692	Life Signs, Inc.	DSPS	Contract Services	\$1,000.00
B0110693	Links Sign Language	DSPS	Contract Services	\$1,500.00
B0110695	James Jacobs	Community	Conferences Mgmt	\$2,500.00
B0110705	Sharonda Barksdale	YESS 07-08 email	PSA Contract Services	\$19,333.00
B0110706	Russell Arnold	YESS 07-08 email	PSA Contract Services	\$2,664.00
B0110707	Jose Gutierrez	YESS 07-08 email	PSA Contract Services	\$3,996.00
B0110712	Staff Service Ed.	El Camino Language	Contract Services	\$250.00
B0110713	Torrance Electronics	CACT - Quick Start	Non-Instruct Supplies	\$1,700.00
B0110717	Tasha Stiger	model approaches	PSA Contract Services	\$1,720.00
B0110718	Sharonda Barksdale	YESS 07-08 email	PSA Contract Services	\$4,444.00
B0110719	Ed Products	Title V ECC/SMC	Contract Services	\$19,400.00

Fund 12 Total: 39

\$261,231.54

Fund 15 General Fund -Special Programs

B0110664	Anindo	VP-SCA	Contract Services	\$500.00
B0110665	Atlas Educational	VP-SCA	Contract Services	\$500.00
B0110666	Fortrust	VP-SCA	Contract Services	\$500.00
B0110667	ELS Language Center	VP-SCA	Contract Services	\$500.00
B0110668	Geos International	VP-SCA	Contract Services	\$500.00
B0110669	Ryugaku Journal, Inc.	VP-SCA	Contract Services	\$500.00
B0110670	CJR Education	VP-SCA	Contract Services	\$500.00
B0110671	Litz USA Student	VP-SCA	Contract Services	\$500.00
B0110672	Sta Travel, Bangkok	VP-SCA	Contract Services	\$500.00

Fund 15 Total: 9

\$4,500.00

Fund 41 Capital Outlay

B0093971	Best Roofing &	Roof Repl Communic	Maintenance Contracts	\$113,100.00
B0109040	CRP Plumbing Co.	Food Service Modular	Buildings	\$10,765.00

Fund 41 Total: 2

\$123,865.00

Fund 71 Associated Students

B0110566	E.C.C. Public	Student Affairs	ASB Exp.	\$300.00
B0110617	E.C.C. Public	Student Affairs	ASB Exp.	\$100.00
B0110644	Six Flags Magic	Student Affairs	ASB Exp.	\$13,000.00

Fund 71 Total: 3

\$13,400.00

Fund 79 Auxiliary Services

B0110567	S & B Food Services	V.P. Academic Affairs	Non-Instruct Supplies	\$500.00
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Fund 79 Total: 1

\$500.00

Fund 81 Student Organizations

B0110616	E.C.C. Public	Student Affairs	A/P Manual.Gen.	\$200.00
B0110674	E.C.C. Public	Student Affairs	A/P Manual.Gen.	\$100.00
B0110720	E.C.C. Public	Student Affairs	A/P Manual.Gen.	\$50.00

Fund 81 Total: 3

\$350.00

Fund 82 Scholarships & Trust/Agency

B0110663	S & B Food Services	Trust Career Expo	Fundraising	\$1,500.00
B0110689	Pacific Coachways	Health Sciences	Fundraising	\$6,000.00

Fund 82 Total: 2	\$7,500.00
BPO Funds Total: 117	\$609,397.74
<u>Grand Total POs and BPOs: 539</u>	\$1,840,759.04

**Agenda for the El Camino Community College District Board of Trustees
For
Measure E Bond Fund
Administrative Services**

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Administrative Services – Measure E Bond Fund

A. CATEGORY BUDGETS AND BALANCES

The following table reports Measure E expenditures and commitments through September 30, 2007.

GENERAL OBLIGATION BOND FUND CATEGORIES AND PROJECT SUMMARY

CATEGORY	BUDGET	EXPENDED	COMMITTED	BALANCE
<u>Additional Classrooms and Modernization (ACM)</u>				
Acquisitions (0201)	\$5,000,000	\$705,867	\$0	\$4,294,133
Architectural Barrier Removal Phase 2 (0202)	1,529,000	18,582	0	1,510,418
Athletic Education and Fitness Complex (0203)	15,718,000	285,367	391,551	15,041,083
Bookstore/Cafeteria Conversion to Administration (0204)	6,084,896	639,017	246,802	5,199,077
Business Building Replacement (0205)	10,926,189	142,789	270,243	10,513,157
Central Plant (0206)	15,085,000	9,410,352	4,988,787	685,861
Child Development Center Phase 2 (0207)	2,525,000	30,573	0	2,494,427
Crenshaw Blvd. Frontage Enhancement (0208)	700,000	13,418	0	686,582
Fire Academy Structure (0209)	791,375	164,925	13,379	613,071
Fire Program Facility (0210)	123,000	1,656		121,344
Humanities Complex Replacement (0212)	30,896,287	23,142,854	5,308,510	2,444,924
Learning Resource Center Addition (0213)	7,100,000	2,795,847	2,247,847	2,056,306
Manhattan Bch Blvd. Parking Structure & Entrance (0214)	216,232	812	0	215,420
Remodeling Phase One-Three (0215-0217)	8,873,500	638,148	238,406	7,996,946
Science Complex Renovation (0219)	6,721,738	6,514,414	0	207,324
Signage and Wayfinding (0224)	2,600,000	102,602	87,201	2,410,197
Student Services and Activities Replacement (0220)	31,928,118	1,645,242	2,029,482	28,253,394
Temporary Space and Relocation Costs (0221)	3,469,200	3,374,404	15,203	79,593
Master Planning (0223)	0	226,436	1,890,950	(2,117,386)
Reserve for Contingencies (0299)	25,583,648	0	0	25,583,648
Total Additional Classrooms and Modernization	<u>\$175,871,183</u>	<u>\$49,853,305</u>	<u>\$17,728,361</u>	<u>\$108,289,517</u>
<u>Campus Site Improvements: Accessibility, Safety / Security (CSI)</u>				
Asphalt Resurfacing - All Lots (0301)	\$400,000	\$14,975	\$0	\$385,025
Emergency Generators and Distribution (0302)	122,673	122,673	0	0
Emergency Power to Security Lighting (0303)	4,289	4,289	0	0
Entrance - Redondo Beach Blvd. to Lot H (0304)	400,000	29,508	0	370,492
Fencing Replacement and Additions (0305)	375,000	5,777	0	369,223
Landscaping and Irrigation System Replacements (0306)	2,540,000	42,403	0	2,497,597
Lighting - Upgrade / Replace All Lots (0308)	2,440,000	59,807	0	2,380,193
Lot F Parking Structure Improvements (0309)	1,632,000	32,732	0	1,599,268
Lot H Parking Structure (0310)	8,348,666	1,107,763	519,151	6,721,753
Paving Replacement - All Walks and Driveways (0311)	2,187,000	61,062	0	2,125,938
Pedestrian Walks at Manhattan Bch Blvd. & Lot E (0312)	81,600	637	0	80,963
Security Video (0313)	7,831	7,831	0	0
Voice / Data / Signal Site Duct Bank (0314)	117,130	117,130	0	0
Reserve for Contingencies (0399)	1,757,784	0	0	1,757,784

Administrative Services – Measure E Bond Fund

CATEGORY	BUDGET	EXPENDED	COMMITTED	BALANCE
Total Campus Site Improvements:				
Accessibility, Safety / Security	<u>\$20,413,973</u>	<u>\$1,606,587</u>	<u>\$519,151</u>	<u>\$18,288,235</u>
<u>Energy Efficiency Improvements (EEI)</u>				
Energy Efficiency Improvements Phase Two (0402)	\$2,818,000	\$1,714,307	\$74,812	\$1,028,881
Reserve for Contingencies (0499)	215,653	0	0	215,653
Total Energy Efficiency Improvements	<u>\$3,033,653</u>	<u>\$1,714,307</u>	<u>\$74,812</u>	<u>\$1,244,534</u>
<u>Health and Safety Improvements (HSI)</u>				
Administration (0501)	\$4,367,732	\$98,406	\$0	\$4,269,326
Art & Behavioral Sciences (0502)	12,247,136	291,552	10,200	11,945,384
Infrastructure Phase 1 (0503)	20,701,679	10,472,025	2,267,572	7,962,082
Auxiliary Warehouse (0504)	105,042	1,305	0	103,737
Communications (0507)	8,223,354	219,531	0	8,003,823
Construction Technology (0508)	943,970	16,505	0	927,465
Domestic Water System (0509)	110,208	110,208	0	0
Facilities and Receiving (0510)	1,985,416	156,440	0	1,828,976
Fire Alarm (0511)	279,694	277,817	1,877	0
Firelines (0512)	119,905	119,905	0	0
Hazardous Materials Abatement (0513)	200,000	93,470	16,320	90,209
Library (0515)	7,876,509	432,042	0	7,444,467
Marsee Auditorium (0516)	6,670,843	142,473	0	6,528,370
Math & Computer Sciences (0517)	10,761,643	202,227	0	10,559,416
Music (0518)	8,896,846	226,592	0	8,670,254
Natural Gas System (0519)	13,852	13,852	0	0
North Gymnasium (0520)	3,248,993	257,027	0	2,991,966
Physical Education and Men's Shower (0521)	4,216,871	67,293	0	4,149,578
Planetarium (0522)	559,465	12,838	0	546,627
Pool and Health Center (0523)	8,273,592	326,367	937	7,946,288
Primary Electrical Distribution System (0524)	5,480,458	4,966,729	511,309	2,420
Reimbursements (0525)	1,456,353	1,414,353	0	42,000
Security Systems (0526)	30,245	30,245	0	0
Sewer System (0527)	55,449	55,449	0	0
Social Sciences (0528)	7,415,520	198,422	900,189	6,316,909
Storm Drain System (0530)	30,644	30,644	0	0
Technical Arts (0531)	5,600,000	377,482	0	5,222,518
Shops (0533)	10,600,000	213,338	0	10,386,662
Reserve for Contingencies (0599)	8,337,328	0	0	8,337,328
Total Health and Safety Improvements	<u>\$138,808,747</u>	<u>\$20,824,535</u>	<u>\$3,708,404</u>	<u>\$114,275,808</u>
<u>Information Technology and Equipment (ITE)</u>				
Behavioral and Social Sciences (0601)	\$654,077	\$113,397	\$5,933	\$534,747
Business (0602)	1,143,650	477,596	0	666,054
Facilities Planning and Services (0603)	1,925,724	375,104	10,122	1,540,498
Fine Arts (0604)	2,870,096	397,255	38,447	2,434,394
Health Sciences and Athletics (0605)	1,269,987	252,282	10,046	1,007,658
Humanities (0606)	625,978	215,891	0	410,087
Industry and Technology (0607)	1,883,641	573,966	0	1,309,675
Information Technology (0608)	14,557,510	1,852,200	802,942	11,902,368
Learning Resources (0609)	4,940,775	260,085	325	4,680,365
Math (0610)	723,061	231,191	0	491,870
Natural Sciences (0611)	3,063,431	667,686	0	2,395,745
Nursing (0612)	252,651	116,478	0	136,173
Student and Community Advancement (0613)	645,925	221,664	767	423,494
Interfund Transfer (0614)	141,150	141,150	0	0

Administrative Services – Measure E Bond Fund

CATEGORY	BUDGET	EXPENDED	COMMITTED	BALANCE
Campus Police (0621)	68,500	66,650	0	1,850
Purchasing (0622)	10,000	9,418	0	582
Phase II, III, IV Purchases (0697)	12,686,900	0	0	12,686,900
Installation Contingency (0698)	4,464,194	349	0	4,463,845
Reserve for Contingencies (0699)	3,746,018	0	0	3,746,018
Total Information Technology and Equipment	<u>\$55,673,268</u>	<u>\$5,972,359</u>	<u>\$868,584</u>	<u>\$48,832,325</u>
<u>Physical Education Facilities Improvements (PEFI)</u>				
Baseball Field (0701)	\$1,091,800	\$0	\$0	\$1,091,800
North Field (0702)	481,600	0	0	481,600
Sand Volleyball (0703)	12,300	0	0	12,300
Reserve for Contingencies (0799)	121,349	0	0	121,349
Total Physical Education Facilities	<u>\$1,707,049</u>	<u>\$0</u>	<u>\$0</u>	<u>\$1,707,049</u>
Refunding Income	<u>\$ 5,875,366</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 5,875,366</u>
TOTAL	<u>\$401,383,239</u>	<u>\$79,971,093</u>	<u>\$22,899,311</u>	<u>\$298,512,835</u>

B. TECHNOLOGY PLAN PROJECTS

It is recommended the Board of Trustees approve the Technology Plan Projects shown below.

There are eleven project areas that have system wide impact on the District's technology infrastructure. Both the Planning and Budget Committee and the Cabinet reviewed and recommend approval of the plans. The Measure E budgets are presented in the table below.

Table - Summary of Measure E Expenditures

A. Upgrade/replace Campus Data Infrastructure Switches	\$910,000
B. Campus Data Infrastructure Servers	100,000
C. Colleague Production Server	120,000
D. Consolidate records into central storage area.	295,000
E. Voice Over Internet Protocol	1,000,000
F. Upgrade Academic Labs	135,000
G. Upgrade Campus Security	500,000
H. Campus Wireless Access	250,000
I. Distance Learning	40,000
J. Document Imaging	150,000
K. Implementation of Automated Degree Planning and Student Advising	<u>75,000</u>
Total	<u>\$3,575,000</u>

C. CONTRACT – METRONOME – INFORMATION TECHNOLOGY SERVICES

It is recommended that the Board of Trustees approve the purchase of approximately 165 Cisco (3COM) switches to replace all non Cisco switches. The replacement/upgrade of this hardware will standardize the technology infrastructure, and this upgrade will provide the “backbone” to a standard operating system that is necessary for the future modernization of the District’s computer/communications/security systems. Fund for this purchase will be provided from Measure E bond proceeds. Prices were acquired using the California Multiple Awards Schedule (CMAS) contract #3-05-70-1868C.

Cost: \$443,607.04

D. BID AWARD – INFRASTRUCTURE PHASE 2

It is recommended that Bid 2007-07 be awarded to the following contractor in accordance with the specifications, terms and conditions of the above-named bid. See map on page 69.

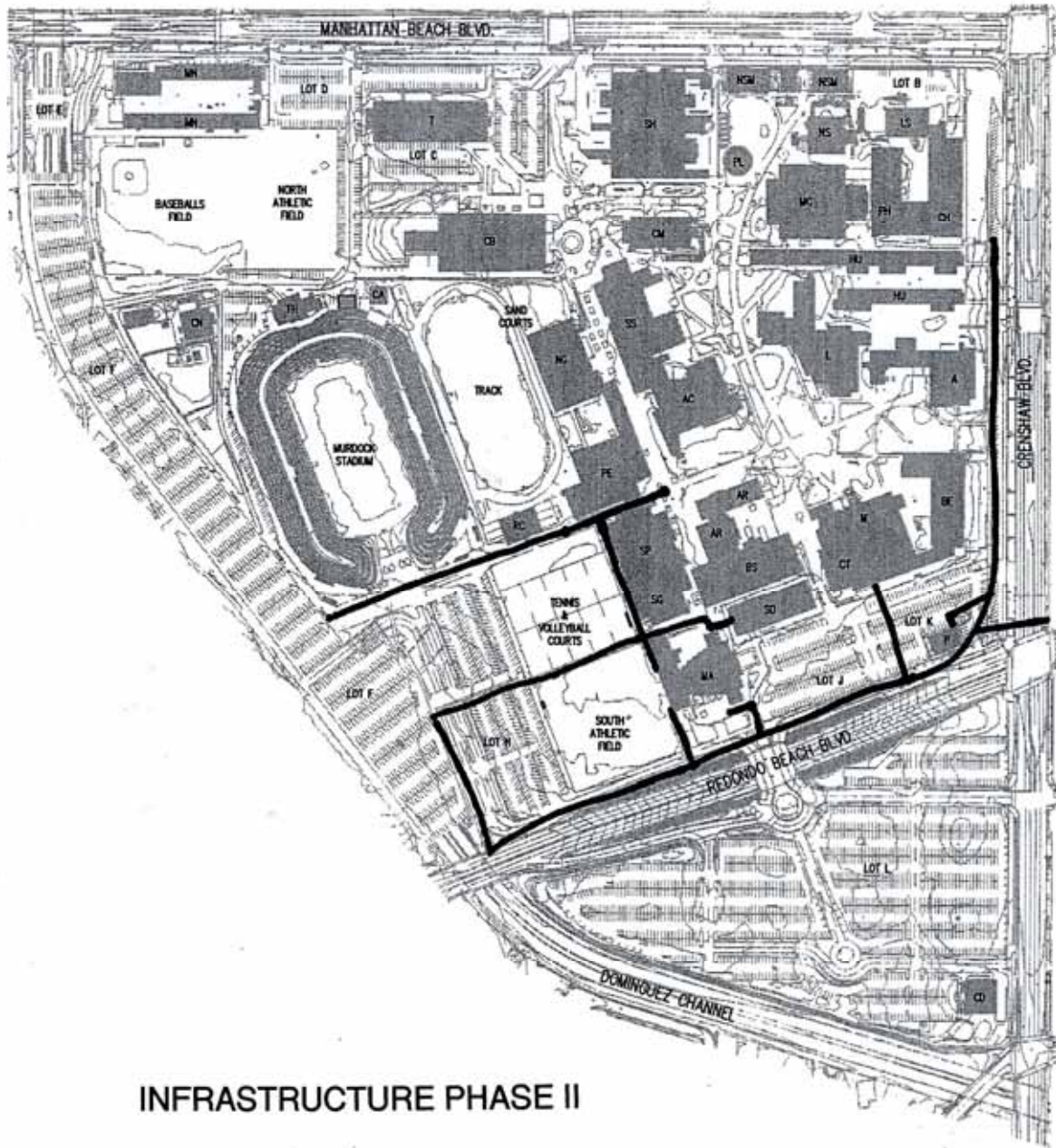
HPS Mechanical, Inc. \$4,432,574

Other Bidders

Mel Smith Electric \$5,532,000

Vector Resources \$6,093,000

Cornerstone General Contractor \$6,120,000



INFRASTRUCTURE PHASE II

E. CHANGE ORDER – CENTRAL PLANT – ACCO ENGINEERED SYSTEMS, INC.

It is recommended that the contract of the above contractor be adjusted by the amount indicated due to changes in the work.

Install soundproofing insulation kits on three chillers.	\$1,860
Original Contract Amount	\$12,245,000
This Change Order Amount	1,860
Prior Changes	<u>80,008</u>
New Contract Amount	<u>\$12,326,868</u>

The total project budget is unchanged. The increase will be paid out of the project contingency.

Contingency	\$900,000
Prior Change Orders	-80,008
This Change Order	<u>-1,860</u>
Balance	<u>\$818,132</u>

F. CHANGE ORDER – PROJECT – HUMANITIES REPLACEMENT PROJECT – BENNETT LANDSCAPE

It is recommended that the contract of the above contractor be adjusted by the amount indicated due to changes in the work.

Provide and install an upgraded sprinkler controller capable of being programmed remotely using a voice/data cable.	\$2,715
Original Contract Amount	\$262,714
This Change Order Amount	2,715
Prior Changes	<u>4,207</u>
New Contract Amount	<u>\$269,636</u>

The total project budget is unchanged. The increase will be paid out of the project contingency.

Contingency	\$1,100,000
Prior Change Orders	-348,884
This Change Order	<u>-2,715</u>
Balance	<u>\$748,401</u>

G. CHANGE ORDER – COMMUNICATION BUILDING RE-ROOFING – BEST ROOFING & WATERPROOFING, INC.

It is recommended that the contract of the above contractor be adjusted by the amount indicated due to changes in the work.

Replace deteriorated skylight	\$4,181
Reroute roof drain lines to improve drainage.	2,682
Total Change Order Amount	<u>\$6,863</u>

Original Contract Amount	\$113,100
This Change Order Amount	6,863
Prior Changes	<u>0</u>
New Contract Amount	<u>\$119,963</u>

The total project budget is unchanged. The increase will be paid out of the project contingency.

Contingency	\$12,250
Prior Change Orders	0
This Change Order	<u>-6,863</u>
Balance	<u>\$5,387</u>

H. CHANGE ORDER – PROJECT – INFRASTRUCTURE PHASE 1 PROJECT – MEL SMITH ELECTRIC, INC.

It is recommended that the contract of the above contractor be adjusted by the amount indicated due to changes in the work.

Delete installation of storm drain lines.	\$(17,700)
Provide and install transformer pad at Learning Resources Center (LRC) – It was decided that the cost of this work would be less if included in this project’s scope of work rather than Learning Resources Center.	1,952
Additional excavation, backfilling, material and labor were needed in order to trench under existing utilities at three locations along piping path.	57,007
Provide and install additional piping bends in hydronic lines to avoid existing utilities adjacent to the LRC.	15,128

Increase size of the hydronic vault west of the LRC. 2,168

Total Change Order Amount \$58,556

Original Contract Amount \$10,790,000

This Change Order Amount 58,556

Prior Changes 318,719

New Contract Amount \$11,167,275

The total project budget is unchanged. The increase will be paid out of the project contingency.

Contingency \$611,660

Prior Change Orders -318,721

This Change Order -58,556

Balance \$234,383

I. NOTICE OF JOB COMPLETION – VECTOR RESOURCES, INC.

It is recommended that the Board of Trustees accept as complete the following project and authorize final payment for the work. The required work has been completed in accordance with the conditions and specifications of the subject contract and accepted by a District representative.

Project Title: Primary Electrical System Replacement Phase 1

Vendor: Vector Resources, Inc.

Bid: 2005-06

Purchase Order Number: 89049

Contract Amount: \$3,350,394

J. PURCHASE ORDERS (PO) AND BLANKET PURCHASE ORDERS (BPO)

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 payment be authorized upon delivery and acceptance of the items or services ordered.

Number	Vendor Name	Site Name	Description	P.O. Cost
P0100637	Colorado Time Systems	Health Sciences &	New Equipment -	\$4,000
P0101163	CCS Presentation	Behavioral/Social	New Equipment - Instructional	4,972
P0109023	Save on Video	Health Sciences &	New Equipment -	14,765
P0109024	Vector Resources, Inc.	Primary Elect	Site Improvements	3,451
P0109026	Flewelling & Moody	Temporary Space	Architecture & Engineering	436
P0109027	M & K Metal Co.	Signage and	Site Improvements	508
P0109028	CCS Presentation	Primary Elect	Repairs Equipments-Bond	260
P0109033	CDW-G	Information Technology	New Computer	45,457
P0109034	CCS Presentation	Primary Elect	New Equipment	1,195
P0109038	Cal-Ed Optical	Behavioral/Social	Instructional Computer Equip.	5,933
P0109039	Tomark Sports, Inc.	Health Sciences &	New Equipment - Instructional	3,226
B0109020	Luzuriaga Taylor, Inc.	Central Plant	Professional Services-Bond	6,500
B0109022	Portable Storage Corp.	Temporary Space	Equipment Rental	6,000
B0109025	Flewelling & Moody	Social Sciences	Architecture & Engineering	900,000
B0109030	Mel Smith Electric Inc.	Infrastructure Phase I	Site Improvements	14,852
B0109032	Southern California Gas	Central Plant	Site Improvements	11,201
B0109035	Vector Resources, Inc.	Learning Resource	Site Improvements	14,447
B0109036	Sports Turf & Facility	Athletic Education	Site Improvements	10,650
B0109037	The Gas Company	Central Plant	Site Improvements	87,534
B0109041	C.W. Driver	Master Planning	Architecture & Engineering	100,000
B99265A	Degenkolb Engineers	Student Services	Architecture & Engineering	<u>\$ 28,500</u>
<u>Grand Total POs and BPOs: 21</u>				<u>\$1,263,887</u>

K. Rejection of Bid Protest – Bid 2007-7/Phase II Infrastructure Project

It is recommended that the Board of Trustees reject bid protest submitted by Mel Smith Electric, Inc., in relation to the Phase II Infrastructure Project. Legal counsel supports this recommendation.

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

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A. EMPLOYMENT AND PERSONNEL

It is recommended that the Board ratify/approve the employment and personnel changes for certificated, classified, special service professionals and temporary classified service employees as shown in items 1-36 and 1-29.

Certificated Personnel:

1. Pre-retirement - Dr. Kenneth Zion, full-time instructor of Auto Collision Repair Painting, Industry & Technology Division, to work a reduced load of 50% in Fall 2008 and 50% in Spring 2009, for five years beginning Fall 2008 through Spring 2013, in accordance with the Agreement, Article XVIII, Section 2(c).
2. Amend Employment - Dr. Julie Soden, full-time instructor of Human Development, Behavioral and Social Sciences Division, from Class V, Step 4, to Class V, Step 9, Academic Salary Schedule, effective August 23, 2007.
3. Change in Salary - Mr. Bruce Peppard, full-time instructor of English, Humanities Division, from Class II, Step 12, to Class III, Step 12, effective August 25, 2007.
4. Change in Salary - Ms. Dana Crotwell, full-time instructor of English, Humanities Division, from Class III, Step 12 to Class IV, Step 14, effective October 20, 2007.
5. Amend Leave of Absence (50% paid, medical) - Ms. Betty Littles, full-time instructor of English, Humanities Division, increase from 25% to 50% medical leave, effective August 23 through December 14, 2007.
6. Leave of Absence (50% paid, medical) - Ms. Lutchminia Bilici, full-time instructor of Computer Information Systems, effective August 25 through December 14, 2007.
7. Leave of Absence (100% unpaid FMLA) - Dr. Amy Grant, full-time instructor of Chemistry, Natural Sciences Division, effective August 25 through December 14, 2007.
8. Special Assignment - Ms. Sue Bickford, full-time instructor of Mathematics, Mathematics Division, to conduct research documenting student success, retention and persistence in mathematics courses, to be paid \$58.43 an hour, not to exceed 205 hours or \$11,979 effective October 20, 2007 through February 7, 2008, in accordance with the Agreement, Article X, Section 14(a).

9. Special Assignment - Ms. Wendy Miao, part-time instructor of Mathematics, Mathematics Division, to develop and test activities for Math 150 with its cohort, to be paid \$43.83 an hour, not to exceed 82.5 hours or \$3,616, effective August 28, 2007 through February 7, 2008, in accordance with the Agreement, Article X, Section 9(m).
10. Special Assignment - Mr. Arkadiy Sheynshteyn, part-time instructor of Mathematics, Mathematics Division, to work with Math 70 cohort to develop and test new activities, to be paid \$43.83 an hour, not to exceed 85 hours or \$3,726, effective August 28 through December 17, 2007, in accordance with the Agreement, Article X, Section 9(m).
11. Special Assignment - The following part-time instructors of English, Humanities Division, to supervise Academic Strategies 100 lab, to be paid \$43.83 an hour, effective October 16 through December 14, 2007, in accordance with the Agreement, Article X, Section 13.

<u>Name</u>	<u>Not to exceed hours</u>	<u>Not to exceed Dollars</u>
Susan Herdzina	72 hours	\$3,156
Annie Liu	45 hours	\$1,973

12. Special Assignment - Ms. Patricia Breitag, part-time instructor of Music, Fine Arts Division, to provide certificated support to Women's Chorus, to be paid \$43.83 an hour, not to exceed 102 hours or \$4,471, effective August 25 through December 14, 2007, in accordance with the Agreement, Article X, Section 9(m).
13. Special Assignment - Ms. Anna Bosler, part-time instructor of Music, Fine Arts Division, to teach as applied music instructor, be paid \$58.43 an hour, not to exceed 160 hours or \$9,350, effective August 25 through December 14, 2007, in accordance with the Agreement, Article X, Section 9(m).
14. Special Assignment - The following part-time instructors of Music, Fine Arts Division, to lecture Joy of Music programs as needed, to be paid \$43.83 an hour, effective September 10, 2007 through May 16, 2008, in accordance with the Agreement, Article X, Section 9(m).

<u>Name</u>	<u>Not to exceed hours</u>	<u>Not to exceed Dollars</u>
Dana Bisignano	6	\$ 263
Carol Lisek	6	\$ 263
Margot Martin	36	\$1,578
Bruce Tellier	36	\$1,578
Shannon Zusman	36	\$1,578

15. Special Assignment - Dr. Ruth Banda-Ralph, full-time Faculty Coordinator, Student and Community Advancement Division, to assist Vice President Academic Affairs to research and complete reports necessary for the accreditation process, to be paid \$58.43 an hour, not to exceed 171 hours or \$10,000, effective September 14, 2007 through June 8, 2008, in accordance with the Agreement, Article X, Section 14(a).
16. Special Assignment - Dr. Susan Dever, full-time Faculty Coordinator, Learning Resources Division, to co-chair accreditation self-study, to be paid \$58.43 an hour, not to exceed 119 hours or \$7,000, effective August 23 through December 14, 2007, in accordance with the Agreement, Article X, Section 14(a).
17. Special Assignment - Dr. Linda Gallucci, full-time Counselor, Counseling Division, to work as Student and Learning Outcomes (SLO) Coordinator, to be paid \$58.43 an hour, not to exceed 119 hours or \$7,000, effective August 31 through December 14, 2007, in accordance with the Agreement, Article X, Section 14(a).
18. Special Assignment - Ms. Vera Bruce, part-time instructor of Fashion, Industry & Technology Division, to coordinate program review, Student Learning Outcomes (SLO's), and schedule development for the fashion program, to be paid \$58.43 an hour, not to exceed 90 hours or \$5,259, effective October 16 through December 14, 2007, in accordance with the Agreement, Article X, Section 9(m).
19. Special Assignment - Ms. Lynn Fielding, part-time instructor of Geology, Natural Sciences Division, to work as lab assistant for Welding department in Industry and Technology Division, to be paid \$29.22 an hour, not to exceed 161 hours or \$4,705, effective October 16 through December 14, 2007, in accordance with the Agreement, Article X, Section 9(m).
20. Special Assignment - Ms. Kathy Morgan, full-time instructor of Nursing, Community Advancement, to conduct for-credit Nursing classes as part of the Workplace Learning Resource Center Nursing Contract with Centinela Freeman, to be paid \$58.43 an hour, not to exceed 72 hours or \$4,207, effective October 25, 2007 through June 30, 2008, in accordance with the Agreement, Article X, Section 14(a).
21. Special Assignment - Dr. Louis Sinopoli, full-time instructor of Respiratory Care, Health Sciences & Athletics, to provide patient care experience, instruction and directions for El Camino students at various hospitals, to be paid \$58.43 an hour, not to exceed 16 hours or \$935, effective June 18 through August 9, 2007, in accordance with the Agreement, Article X, Section 13.

22. Special Assignment - Mr. Richard Hughes, full-time instructor of Computer Aided Design Drafting (CADD), Industry & Technology Division, to teach not-for-credit class under the Employment Training Panel Agreement through El Camino College, to be paid \$75.00 an hour, not to exceed 70 hours or \$5,250, effective October 1, 2007 through June 30, 2008, in accordance with the Agreement, Article X, Section 14(a).
23. Special Assignment - Ms. Helen Frazier, part-time instructor of Nursing, Health Sciences & Athletics Division, to teach for-credit Nursing class as part of the Workplace Learning Regional Medical Center under Ed Code Section 87470, Class II, Step 1, effective September 29, 2007 through June 30, 2008, in accordance with the Agreement, Article X, Section 9(m).
24. Special Assignment - The following part-time instructors of Nursing, Health Sciences & Athletics Division, to administer credit-by-examinations, effective September 4, 2007 through June 30, 2008, to be paid \$58.43 an hour, not to exceed 15 hours or \$877, in accordance with the Agreement, Article X, Section 7(c).

Kim Baily
 Monica Gross
 Peggy Kidwell-Udin
 Nadia Lopez
 Patricia McGinley

Mary Moon
 Kathy Morgan
 Victoria Orton
 Yasna Ouwerkerk
 Kathy Stephens

25. Special Assignment - The following full-time instructors of Industry & Technology, to administer credit-by-examinations, effective August 25, 2007 through June 6, 2008, to be paid \$58.43 an hour, not to exceed 50 hours or \$2,922 in accordance with the Agreement, Article X, Section 14(a).

Vic Cafarchia
 Eric Carlson
 Steve Cocca
 Sam Dantzler
 Douglas Glenn
 Hiram Hironaka
 Harold Hofmann
 Kevin Huben
 Richard Hughes
 John Lewis
 Ray Lewis

Albert Lugo
 Douglas Marston
 Lee Macpherson
 Ken Mays
 Tim Meza
 Dan Richardson
 George Rodriguez
 John Ruggirello
 Harry Stockwell
 Mike Stallings
 Kenneth Zion

26. Special Assignment - The following part-time instructors of Industry & Technology, to administer credit-by-examinations, effective August 25 through December 14, 2007, to be paid \$58.43 an hour, not to exceed 20 hours or \$1,169 in accordance with the Agreement, Article X, Section 9(m).

Mark Arnold
Danny Barley
Vera Bruce
Kevin Coffelt
Victor de la Torre
Jeff Donahue
Robert Diaz
Reggie Goodloe
Charles Hamilton
Sharon Higgins
William Johnson
Walter Kahan

Wendy Kahan
Vera Kopecky
Mark Lapore
James Lemmon
Mary Lyons
Christine Mariotti
Robert Olmsted
Rey Rojo
Frank Seifert
Dale Ueda
Dan Valladares
Phillip Walls
Earl Warren
Sue Ellen Warren

27. Special Assignment – Mr. Eric Carlson, full-time instructor of Machine Tool Technology, Industry & Technology Division, to fulfill the requirements of the National Science Foundation Grant, to be paid \$43.83 an hour, not to exceed 160 hours or \$7,012, effective October 16 through December 14, 2007, in accordance with the Agreement, Article X, Section 9(m).

28. Stipend Assignment - The following full-time instructors participated in the Staff Development Summer Mini-Grant program, to be paid \$1,500 upon completion, effective June 1 through October 31, 2007, in accordance with the Agreement Article X, Section 14(a).

Richard Barton
Sara Blake
Kamran Golestaneh
Joe Holliday
Jeff Jung
Janet Madden

Peter Marcoux
Jennifer Montgomery
Jacquie Thompson
David Vakil
Laura Welsh
Joy Zhao

29. Stipend Assignment - The following full-time instructors participated in the Staff Development Summer Mini-Grant program, to be paid \$750 upon completion, effective June 1 through October 31, 2007, in accordance with the Agreement Article X, Section 14(a).

Susan Corbin

Inna Newbury

30. Stipend Assignment - The following full-time instructors in the Humanities Division, to attend total reader and gradation training sessions as part of the Teacher Education Program (TEP), to be paid \$500, effective August 24, 2007 through June 30, 2008, in accordance with the Agreement, Article X, Section 14(a).

<u>Instructor</u>	<u>Discipline</u>
Rebecca Bergeman	English as a Second Language (ESL)
Elise Geraghty	English/Reading
Victoria McCallum	Reading
Cynthia Silverman	Reading
Evelyn Uyemura	English as a Second Language (ESL)

31. Stipend Assignment - The following part-time instructors of Child Development, Behavioral & Social Sciences Division, to attend college and career night for future educators as part of the Teacher Education Program (TEP), to be paid \$100, effective August 24, 2007 through June 30, 2008, in accordance with the Agreement, Article X, Section 9(m).

Paul Harley

Jane Petrich

32. Stipend Assignment - Mr. William Georges, full-time instructor of Theatre, Fine Arts Division, as light designer for Play #1, to be paid \$1,000 and as light designer for Play #2, to be paid \$1,500, effective October 16 through October 31, 2007, in accordance with the Agreement, Article X, Section 14(a).
33. Stipend Assignment - Mr. Robert Clifford, part-time instructor of Engineering Technology, Industry & Technology Division, to participate in pre-engineering training and program development, to be paid \$1,500, effective August 25 through December 14, 2007, in accordance with the Agreement, Article X, Section 9(m).
34. Stipend Assignment - Ms. Elizabeth Canales, part-time instructor of Health Sciences & Athletics Division, to coach pep squad for football games, to be paid \$500 per week, not to exceed 16 weeks or \$8,000, effective October 16 through December 30, 2007, in accordance with the Agreement, Article X, Section 11(e).
35. Employment - Ms. Kay Young, substitute Child Development Center Teacher, Class 4, Step A, Child Development Center Teacher Salary Schedule, effective October 16, 2007 through June 30, 2008.
36. Employment – The following part-time/temporary instructors to be hired as needed for the 2007 Fall Semester.

Behavioral & Social Science

Maria Montero

Ventris Woods

Business

James Andre
Babak Khollesi

Jeffrey Tao

Fine Arts

Anna Bosler
Kent Eric Hayward
Eric Holman
Thomas Owens

Jeffrey Page
Subrina Robinson
Medora Wildenberg

Health Sciences & Athletics

Therese Marie Golingay
Sharon Golub
Karen Hellwig
Mahnaz Hosseinpour
Josephine Moore
Jenny Nguyen

Faith Robinson
Renita Scott
Elizabeth Sweeney
Lorna Thompson
Karen Walter

Humanities

Cheng-Cheng Chuah
Jeremy Hector
Mandy Kronbeck
Joshua Pryor
Robert Puglisi

Maria Ramirez
Anna Rodriguez
Gary Smith
Liliya Spinazzola

Industry & Technology

Jesse Chavez
Lillian Jo Fisher
Oscar Ortiz

Jorge Ulloa
Issac Yang

Mathematical Sciences

David Akins

Junko Forbes

Natural Sciences

Begona DeVelasco

Special Resource Center

Lee Elle Tullis

Classified Personnel:

1. Deceased – Mr. Levell Bennett, Custodian, Range 20, Step E, Facilities Planning and Services Division, Administrative Services area, September 27, 2007.
2. Deceased – Mr. Robert Ferinac, Custodian, Range 20, Step E, Facilities Planning and Services Division, Administrative Services area, September 30, 2007.
3. Retirement – Ms. Barbara Grover, Administrative Assistant II, Range 31, Step E, Behavioral & Social Sciences Division, Academic Affairs area, effective November 13, 2007 and that a plaque be presented to her in recognition of her service to the District since 1988.
4. Retirement – Ms. Nancy Hammond, Lead Accounting Technician, Range 34, Step E, Bookstore Division, Administrative Services area, effective November 1, 2007 and that a plaque be presented to her in recognition of her service to the District since 1990.
5. Retirement – Mr. Lloyd M. King, Production Specialist I, Range 32, Step E, Learning Resources, Academic Affairs area, effective December 1, 2007 and that a plaque be presented to him in recognition of his service to the District since 1979.
6. Retirement – Ms. Laura Landry, Program Coordinator, Range 36, Step E, Community Education/Community Advancement Division, Student and Community Advancement area, effective November 8, 2007 and that a plaque be presented to her in recognition of her service to the District since 1992.
7. Resignation – Mr. James Hilgeman, Student Services Specialist, Range 33, Step E, Enrollment Services Division, Student and Community Advancement area, effective September 7, 2007.
8. Amend Personal Leave of Absence – Ms. Van Mong-Thu Nguyen, from 40% to 50%, Student Services Advisor, Range 35, Step E, Counseling and Student Services Division, Student and Community Advancement area, effective October 16, 2007 through June 30, 2008.
9. Amend Personal Leave of Absence – Ms. Dianne Martinez, from 40% to 50% Student Services Advisor, Range 35, Step E, Counseling and Student Services Division, Student and Community Advancement area, effective October 16, 2007 through June 30, 2008.

10. Change in Assignment - Ms. Martha Perez from 50% to 100% Clerical Assistant, Range 22, Step D, Counseling and Student Services Division, Student and Community Advancement area, effective October 16, 2007 through June 30, 2008.
11. Work Out of Classification - Mr. Carl Turano, from Custodian, Range 20, Step E, to Stock Clerk, Range 22, Step E, Facilities Planning and Services Division, Administrative Services area, effective July 18 through August 21, 2007.
12. Employment – Ms. Alin Sanchez, Senior Clerical Assistant, Range 24, Step A, Community Advancement, Student and Community Advancement area, effective November 1, 2007.
13. Employment - Mr. Michael Blada, Facilities Services Supervisor, Range 25, Step A (Supervisory Salary Schedule), Facilities Planning and Services Division, Administrative Services area, effective November 1, 2007.
14. Employment - The following individuals as Night Custodian, Range 20, Step A, Facilities Planning and Services Division, Administrative Services area, effective November 1, 2007:

Marlene Arguelo	Darnetta Germany
Xiomara Arguello	Teresa Nunez
David Colon	Maria Vicente
Ulysses Dunlap	

Special Services Professional:

15. Leave of Absence 100% - Ms. Michelle Arthur, Special Services Professional, Range 5, Step 5, Community Advancement Division, Student and Community Advancement area, effective August 10 through October 17, 2007.
16. Change in Status - Ms. Adriene Vaughan, Special Services Professional, from Range 8, Step 1, to Range 8, Step 2, Community Advancement Division, Student and Community Advancement area, effective September 1, 2007.
17. Ms. Naomi E. Tokuda - Special Services Professional, Range 9, Step 1 of the Special Services Professional Salary Schedule, not to exceed \$37,240, Behavioral and Social Sciences Division, Academic Affairs area, effective October 16, 2007 through May 31, 2008.
18. Dr. Claudia Lee Saddul - Special Services Professional, Range 8, Step 1, of the Special Services Professional Salary Schedule, not to exceed \$72,518, Enrollment Services Division, Student and Community Advancement area, effective September 24, 2007 through June 30, 2008.

19. Dr. Nelly Rodriguez – Special Services Professional, Range 7, Step 2, of the Special Services Professional Salary Schedule, not to exceed \$87,906, Title V Grant for the Compton Education Center, Academic Affairs area, effective October 1, 2007 through June 30, 2008.

Temporary Classified Services Employees:

20. Amend Employment – Ms. Tiffanie Hong from 10 % to 30% Clerical Assistant, Range 22, Step A, and 40% Student Services Advisor, Range 35, Step A, Counseling and Student Services Division, Student and Community Advancement area, effective October 16, 2007 through June 30, 2008.
21. Extend Employment – Ms. Dora Gomez, Calworks Case Management/Services Coordinator, Range 36, Step A, Counseling and Student Services Division, Student and Community Advancement area, effective September 1 through November 30, 2007.
22. Mr. Jason Cobell - Theatre Assistant, Range 20, Step A, Fine Arts Division, Academic Affairs area, for fine arts events as needed, effective October 16, 2007 through June 30, 2008.
23. Ms. Tracy Faustino – Secretary, Range 26, Step A, Fine Arts Division, Academic Affairs area, 40 hours per week, effective October 17, 2007 through June 30, 2008.
24. Ms. Lisa Hamilton – Accompanist – Piano, Range 31, Step A, Fine Arts Division, Academic Affairs area, to provide accompaniment for musical theatre auditions, effective November 27 through December 6, 2007.
25. Ms. Magdalena Hughes - Accounting Assistant II, Range 27, Step E, Humanities Division, Academic Affairs area, to assist with clerical and accounting tasks 10 hours per week, effective October 16 through December 30, 2007 (Retired Annuitant).
26. Ms. Sheryl Kunisaki - Program Coordinator, Range 36, Step A, Humanities Division, Academic Affairs area, 10 hours per week, assisting dean in coordinating programs, effective October 16 2007 through June 30, 2008.
27. Ms. Myrna Mendoza - 25% Accounting Technician, Range 32, Step A, Counseling and Student Services Division, Student and Community Advancement

area, 10 hours per week providing accounting and administrative support, effective October 16, 2007 through June 30, 2008 (Retired Annuitant).

28. Ms Betty Sedor – Program Coordinator, Range 36, Step A, Community Education/Community Advancement Division, Student and Community Advancement Area, effective October 22, 2007 through June 30, 2008.
29. Ms. Shirley Snider – Administrative Assistant II, Range 31, Step E, Health Sciences and Athletics Division, Academic Affairs area, to assist the nursing department, effective August 16 through September 14, 2007 (Retired Annuitant).

B. TEMPORARY NON-CLASSIFIED SERVICE EMPLOYEES

It is recommended that the Board authorize employment of the following Temporary Non-Classified Service Employees, subject to funding, as shown in items 1-52.

The following temporary non-classified service employees are hired for the 2007 – 2008 fiscal year, effective October 16, 2007 through June 30, 2008, unless otherwise stated:

1. Christopher Adam – Tutor IV, \$11.50 per hour, Monday through Saturday (days vary), 20 hours per week (hours vary), Learning Resources, Academic Affairs area, to provide tutoring services in Learning Resources.
2. Monica Alarcon – Paraprofessional, \$15.50 per hour, Monday through Thursday (days vary), 25 hours per week (hours vary), effective September 18, 2007 through June 30, 2008, Business Education, Academic Affairs area, to assist the division staff with clerical support and other duties as assigned.
3. Lindsey Allen - Paraprofessional, \$15.00 per hour, Monday through Friday (days vary), 10 hours per week (hours vary), Behavioral and Social Sciences, Academic Affairs area, to be assigned to a local elementary, middle, or high school to work as a teacher's aide in a classroom setting.
4. Adrienne Alo - Coaching Assistant, \$16.25 per hour, days and hours vary as needed, Health Sciences & Athletics, Academic Affairs area, to assist the coaching staff with the coordination of all aspects of practice and competition.
5. Mercedes Badial – Paraprofessional, \$15.00 per hour, Tuesday through Thursday (days vary), 24 hours per week (hours vary), Women in Technology (WIT)/Workforce and Community Education, Student and Community Advancement area, to perform as the WIT Program Assistant in a variety of specialized and responsible secretarial and administrative assistance duties in a major, complex program or functions.

6. Michelle Baez – Program Assistant III, \$10.00 per hour, days and hours vary as needed, effective September 20, 2007 through June 30, 2008, Learning Resources, Academic Affairs area, to provide support for the Learning Resources Unit.
7. Michael Bergeron – Police Communications Operator II, \$11.00 per hour, days and hours vary as needed, effective September 10, 2007 through June 30, 2008, Campus Police, Administrative Services area, to be primarily responsible for maintaining minimum radio/telephone operations.
8. Dana Blada – Paraprofessional, \$15.00 per hour, Monday through Friday (days vary), 10 hours per week (hours vary), Behavioral and Social Sciences, Academic Affairs area, to be assigned to a local elementary, middle, or high school to work as a teacher’s aide in a classroom setting.
9. Hui Chu – Paraprofessional, \$9.00 per hour, Monday through Friday (days vary), 30 hours per week (hours vary), effective September 2, 2007 through June 30, 2008, First Year Experience/Enrollment Services, Student and Community Advancement area, to assist with group tutoring and academic assistance in Supplemental Instruction program.
10. Ryan Cleveland – Teacher’s Assistant II, \$7.75 per hour, Monday through Friday (days vary), 30 hour per week (hours vary), effective September 17, 2007 through June 3, 2008, Special Resource Center/Health Sciences and Athletics, Academic Affairs area, to provide accommodations for students with disabilities.
11. Claudine Coria – Paraprofessional, \$13.00 per hour, Monday through Friday (days vary), 20 hours per week (hours vary), Cosmetology/Industry and Technology, Academic Affairs area, to assist faculty with the cosmetology program.
12. Mary Currier – Paraprofessional, \$12.00 per hour, Monday through Friday (days vary), 30 hours per week (hours vary), effective September 4, 2007 through June 30, 2008, First Year Experience/Enrollment Services, Student and Community Advancement area, to assist with group tutoring and academic assistance in Supplemental Instruction program.
13. Martine Detro – Professional II, \$32.00 per hour, days and hours vary as needed, Fire Academy/Industry and Technology, Academic Affairs area, to provide training, expertise, leadership, and professional services in the Fire Academy program as a Public Safety Trainer.
14. Christine Djapri – Paraprofessional, \$13.50 per hour, Tuesday and Thursday (days vary), 20 hours per week (hours vary), effective September 8, 2007 through June 30, 2008, Math, Engineering, and Science Achievement Program/Natural

Sciences, Academic Affairs area, to work as a facilitator in organizing and managing an Academic Excellence Workshop.

15. James Ellingson – Professional II, \$35.00 per hour, days vary as needed, 16 hours per week (hours vary), Workplace Learning Resource Center/Community Advancement, Student and Community Advancement area, to teach the basic firefighting module for the Standards for Training Certification and Watchkeeping.
16. James Evans – Library Media Technical Aide, \$9.00 per hour, days and hours vary as needed, Learning Resources, Academic Affairs area, to perform a variety of complex library, learning resources, and media services duties.
17. Christopher Forbes – Paraprofessional, \$16.00 per hour, Monday through Friday (days vary), 30 hours per week (hours vary), Health Sciences and Athletics, Academic Affairs area, to assist the staff with various programs.
18. Joseph Georges – Professional III, \$37.25 per hour, days vary as needed, 20 hours per week (hours vary), effective August 25, 2007 through December 14, 2007, Distance Education/Learning Resources, Academic Affairs area, to support operations of the Distance Education office and program by providing skills for faculty in the area of online technology.
19. Rebecca Greer – Paraprofessional, \$16.00 per hour, Monday through Friday (days vary), 40 hours per week (hours vary), Student Development, Student and Community Advancement area, to provide support services to office personnel and serve as a receptionist.
20. Wanda Holt – Paraprofessional, \$18.00 per hour, Monday through Friday (days vary), 8:00 a.m. to 4:30 p.m. (hours vary), California Work Opportunity and Responsibility to Kids (CalWORKs), Student and Community Advancement area, to support daily operations while assisting in maintaining contact with community agencies and other duties as assigned.
21. Yolanda Hudson – Office Aide II, \$8.00 per hour, Monday through Thursday (days vary), hours vary as needed, effective August 27, 2007 through June 30, 2008. Fine Arts, Academic Affairs area, to assist students with assignments, stock supplies, assist in print lab, keep area clean and other duties as assigned.
22. Dean Kwon – Tutor I, \$7.50 per hour, Monday through Saturday (days vary), 40 hours (hours vary), Learning Resources, Academic Affairs area, to provide tutoring services in Learning Resources.

23. Ke Le – Paraprofessional, \$15.50 per hour, Wednesday and Saturday (days vary), 20 hours per week (hours vary), effective September 4, 2007 through June 30, 2008, Math and Engineering Sciences Achievement Program (MESA)/Natural Sciences, Academic Affairs area, to act as a Facilitator I for the MESA program.
24. Shannon Leavitt – Interpreter II, \$19.25 per hour, Sunday through Saturday (days vary), 7:00 a.m. to 10:00 p.m. (hours vary), effective October 20, 2007 through June 30, 2008, Special Resource Center/Health Sciences & Athletics, Academic Affairs area, to provide accommodations for students with disabilities.
25. Kimberly Lewis – Paraprofessional, \$18.50 per hour, Monday through Saturday (days vary), 40 hours per week (hours vary), Inglewood Center/Community Advancement, Student and Community Advancement area, to provide immediate administrative support at the Inglewood Center including general receptionist duties and special projects as needed.
26. Elsyn Magana – Paraprofessional, \$10.00/per hour, Monday through Friday (days vary), 8:00 a.m. to 5:00 p.m. (hours vary), effective September 12, 2007 through June 30, 2008, Special Resource Center/Health Sciences and Athletics, Academic Affairs area, to provide accommodations for students with disabilities.
27. Jose Martinez – Paraprofessional, \$9.00 per hour, Monday through Friday (days vary), 30 hours per week (hours vary), effective August 23, 2007 through June 30, 2008, First Year Experience/Enrollment Services, Student and Community Advancement area, to assist with group tutoring and academic assistance in Supplemental Instruction program.
28. Erik Moberly - Paraprofessional, \$12.00 per hour, Monday through Friday (days vary), 30 hours per week (hours vary), First Year Experience/Enrollment Services, Student and Community Advancement area, to work with selected students to increase knowledge of college requirements, and implementing academic and support programs.
29. Latonia Montgomery – Office Aide I, \$7.50 per hour, Monday through Friday (days vary), 30 hours per week (hours vary), Behavioral and Social Sciences, Academic Affairs area, to assist and provide office support for Behavioral and Social Sciences.
30. Jorge Mostacero – Paraprofessional, \$11.00 per hour, Monday through Friday (days vary), 20 hours per week (hours vary), effective August 20, 2007 through June 30, 2008, First Year Experience/Enrollment Services, Student and Community Advancement area, to assist with group tutoring and academic assistance in Supplemental Instruction program.

31. Tom Nguyen - Paraprofessional, \$9.50 per hour, Monday through Friday (days vary), 30 hours per week (hours vary), effective August 20, 2007 through June 30, 2008, First Year Experience (FYE)/Enrollment Services, Student and Community Advancement area, to assist with group tutoring and academic assistance in Supplemental Instruction program.
32. Jacobo Olivares – Program Assistant III, \$10.00 per hour, Monday through Friday (days vary), 25 hours per week (hours vary), effective September 18, 2007 through June 30, 2008, Business Education, Academic Affairs area, to aid students enrolled in Business courses where computer assistance is needed.
33. Mireya Padilla – Interpreter II, \$19.25 per hour, Sunday through Saturday (days vary), 7:00 a.m. to 10:00 p.m. (hours vary), effective October 20, 2007 and June 30, 2008, Special Resource Center/Health Sciences and Athletics, Academic Affairs area, to provide accommodations for students with disabilities.
34. Shawna Peacock - Interpreter IV, \$24.25 per hour, Sunday through Saturday (days vary), 7:00 a.m. to 10:00 p.m. (hours vary), effective October 20, 2007 through June 30, 2008, Special Resource Center/Health Sciences & Athletics, Academic Affairs area, to provide accommodations for students with disabilities.
35. Cindy Pelayo – Program Assistant III, \$10.00 per hour, Tuesday and Thursday (days vary), 8:00 a.m. to 5:00 p.m. (hours vary), Workplace Learning Resource Center (WpLRC)/ Community Advancement, Student and Community Advancement area, to assist the Administrative Assistant and instructors in client tracking as needed in support of grant projects of the Workplace Learning Resource Center.
36. Franklin Retana – Paraprofessional, \$16.25 per hour, days and hours vary as needed, effective September 1, 2007 through June 30, 2008, Health Sciences and Athletics, Academic Affairs area, to assist the staff with various programs.
37. Cynthia Roberts – Library Media Aide II, \$8.00 per hour, days vary as needed, 40 hours per week (hours vary), Learning Resources, Academic Affairs area, to support the Learning Resources staff with customer service and other duties as needed.
38. Nathaniel Roberts - Program Assistant II, \$9.00 per hour, Monday through Friday, 7:30 a.m. to 4:30 p.m. (hours vary), effective October 20, 2007 through June 30, 2008, Bookstore, Administrative Services area, to assisting with cashiering, stocking merchandise and assisting customers.
39. Elizabeth Schwartz - Paraprofessional, \$12.00 per hour, Monday through Friday (days vary), 20 hours per week (hours vary), effective August 20, 2007 through

June 30, 2008, First Year Experience (FYE)/Enrollment Services, Student and Community Advancement area, to assist with group tutoring and academic assistance in Supplemental Instruction program.

40. Gary Uchino – Teacher’s Assistant I, \$7.50 per hour, Monday through Thursday (days vary), 12 hours per week (hours vary), effective October 5, 2007 through June 30, 2008, Fine Arts, Academic Affairs area, to assist the instructor in film and video classes.
41. Danielle Vander Linden – Stage Assistant IV, \$9.75 per hour, days and hours vary as needed, Production/Center for the Arts/Fine Arts, Academic Affairs area, to provide assistance for the stage crew for Fine Arts events, which includes: lighting, costumes, carpentry, scenic painting, and sound.
42. Dennis Vaughn – Paraprofessional, \$10.00 per hour, Monday through Friday (days vary), hours vary as needed, Health Sciences and Athletics, Academic Affairs area, to supervise students in the Fitness Center and to develop and maintain the program.
43. Ronald Way – Professional IV, \$65.00 per hour, days and hours vary as needed, Center for Applied Competitive Technologies/Community Advancement, Student and Community Advancement area, to assist in the management of the Quick Start grant activities related to Project Lead the Way and the ECC Pre-Engineering Program on campus.
44. Debra Zavala – Paraprofessional, \$19.00 per hour, Monday through Thursday (days vary), 32 hours per week (hours vary), Fire Academy/Industry and Technology, Academic Affairs area, to assist Fire Academy Coordinators with schedules, rosters, certificate preparation, filing, field trip arrangements, and other duties as needed.
45. The following individuals are to work as Coaching Assistant, \$16.25 per hour, days and hours vary as needed, Health Sciences and Athletics, Academic Affairs area, to assist the coaching staff with the coordination of all aspects of practice and competition.

Reggie Ellis

Ronnie Green

46. The following individuals are to work as Interpreter III, \$21.75 per hour, Sunday through Saturday (days vary), 7:00 a.m. to 10:00 p.m. (hours vary), effective September 17, 2007 through June 30, 2008, Special Resource Center/Health Sciences & Athletics, Academic Affairs area, to provide accommodations for students with disabilities.

Kristen Del Rosario

Mandee Reed

47. The following individuals are to work as Office Aide II, \$8.00 per hour, Monday through Thursday (days vary), 10 hours per week (hours vary), effective September 30, 2007 through June 30, 2008, Fine Arts, Academic Affairs area, to assist in the Fine Arts office.

Dawson Cain

Sylwia Ozdzyński

48. The following individuals are to work as Paraprofessional, \$12.00 per hour, Monday through Saturday (days vary), 40 hours per week (hours vary), Inglewood Center/Community Advancement, Student and Community Advancement area, to provide administrative duties, assisting with coordinating center staff and room schedules, delegating clerical tasks to the lab assistants, and other duties as needed.

Mark Bruins

LaToya Montgomery

49. The following individuals are to work as Paraprofessional, \$15.00 per hour, Monday through Friday (days vary), 7:00 a.m. to 10:30 p.m. (hours vary), Writing Center/Humanities, Academic Affairs area, to assist students with their writing assignments in all phases of the composing process – understanding and responding to the topic, generating ideas, outlining, drafting, revising, and other duties as needed.

Sarah Bartlett

Rebecca Hill

Brant Carey

Melissa Keen

Cathy Herold

Andrew Lincoln

50. The following individuals are to work as Paraprofessional, \$18.50 per hour, Monday through Friday (days vary), 40 hours per week (hours vary), Behavioral and Social Sciences, Academic Affairs area, to support the clerical staff with customer service and duties as assigned.

Sharon Gee Cortez

Meena Shrestha

51. The following individuals are to work as Program Assistant III, \$10.00 per hour, Monday through Friday (days vary), 7:30 a.m. to 4:30 p.m. (hours vary), effective October 10, 2007 through June 30, 2008, Bookstore, Administrative Services area, to assisting with cashiering, stocking merchandise and assisting customers.

Ruben Avila

Walter Martinez

52. The following individuals are to work as Teacher's Assistant IV, \$12.25 per hour, Monday through Friday (days vary), hours vary as needed, effective September 12, 2007 through June 30, 2008, Special Resource Center/Health Sciences and Athletics, Academic Affairs area, to provide accommodations for students with disabilities.

Yoko Nakase
Cesar Vasquez

C. RESOLUTION – EQUIVALENCE TO MINIMUM QUALIFICATIONS

It is recommended that the Board of Trustees approve a Resolution of the Board of El Camino Community College District authorized by the California Education Code Section 87359 as shown below:

WHEREAS, California Education Code Section 87359 provides that the governing board upon the advice and judgment of the Academic Senate may approve employment of instructors who possess qualifications at least equivalent to the minimum qualifications specified in the regulations of the Board adopted pursuant to Education Code Section 87356; and

WHEREAS, the El Camino College Policy "Equivalence to the Minimum Qualifications" was adopted June 11, 1990; and

WHEREAS, there are instructors on the staff at El Camino Community College who are eminently qualified to teach in their designated subject area.

NOW, THEREFORE, BE IT RESOLVED, that the El Camino Community College District Board of Trustees hereby approves the assignment of the below listed instructors to teach in the designated discipline(s) during employment at El Camino College:

Imara Quionez, Dance
Jill Evensizer, Engineering

D. REVISED CLASSIFICATION SPECIFICATIONS FOR ADMINISTRATOR POSITION

It is recommended that the Board approve the revised classification specification for the Chief of Police/Director of Public Services Instructional Programs as shown on pages 94-97.

EL CAMINO COMMUNITY COLLEGE DISTRICT

CLASS TITLE: CHIEF OF POLICE/DIRECTOR OF PUBLIC SERVICES INSTRUCTIONAL PROGRAMS

BASIC FUNCTION:

Under the direction of the Vice President of Administrative Services and in a multi-cultural diverse environment, plan, organize, coordinate and direct the operations and activities of the Police Department; direct law enforcement, security activity and health and safety programs; provide a safe and secure working environment for staff and students; provide protection to District facilities and property; supervise and evaluate the performance of assigned staff including Police Academy staff. **The department may also provide police services for Compton Community College District and the Compton Education Center.**

REPRESENTATIVE DUTIES:

Plan, organize, coordinate and direct the operations and activities of the Police Department; direct law enforcement, security activity and health and safety programs; provide a safe and secure working environment for staff and students; provide protection to District facilities and property.

Supervise and evaluate the performance of assigned staff; interview and select employees and recommend transfers, reassignment, termination and disciplinary actions; develop work schedules to provide for maximum police services.

Develop and prepare the Police Department, budgets; analyze and review budgetary and financial data; control and authorize expenditures in accordance with established limitations; review, approve and purchase equipment as needed.

Review crime and safety reports, and parking citation appeals and determine appropriate action; assure compliance with legal mandates.

Respond to inquiries and complaints from College personnel and the public in writing, in person or on the telephone; resolve issues or concerns in a timely and effective manner; conduct student, employee or departmental investigations as appropriate.

Administer the instructional police academy program of Administration of Justice including curriculum revision, improvement and expansion, and course offerings.

Select and supervise the faculty and personnel in the Police Academy program.

Operate various police equipment including radio communication equipment, firearms and other technical law enforcement equipment; operate a computer and other office equipment as assigned.

Maintain current knowledge of applicable provisions of the Education Code, Penal Code, Municipal Code, Safety Code, FCC and other official regulations related to the activities of the Department; review existing and pending legislation and make recommendations regarding establishing, modifying of supporting legislative measures.

Direct the preparation and maintenance of records related to Department functions and activities; maintain records of criminal activity affecting the District; maintain records related to personnel; sign legal documents as appropriate.

Attend and conduct a variety of meetings and participate on various committees as assigned.

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Modern methods of police administration.

Criminal law, investigation and crime prevention methods.

Applicable laws, policies, rules and regulations related to assigned activities.

Principles and practices of administration, supervision and training.

Budget preparation and control.

Extent and limitation of police powers.

Oral and written communication skills.

Public speaking techniques.

Interpersonal skills using tact, patience and courtesy.

Investigative techniques and practices.

Record-keeping techniques.

ABILITY TO:

Plan, organize, coordinate and direct the activities and operations of the Police Department.

Direct law enforcement, security activity and health and safety programs.

Provide a safe and secure working environment for staff and students.

Provide protection to District facilities and property.

Supervise and evaluate the performance of assigned staff.

Analyze situations accurately and adopt an effective course of action.

Communicate effectively both orally and in writing.

Establish and maintain cooperative and effective working relationships with others.

Work independently with little direction.

Plan and organize work.

Prepare and maintain accurate and detailed records and reports related to the Department.

EDUCATION AND EXPERIENCE:

Master's degree in administration of justice or a related field or the equivalent*; and five years of experience in law enforcement or security including one year of formal training, internship, or leadership experience related to the administrator's assignment.

Sensitivity to and understanding of diverse academic, socioeconomic, cultural, and ethnic backgrounds of college students, and of individuals with disabilities.

*Equivalency to be determined by the El Camino Community College District Board Policy 4119 - Equivalence to the Minimum Qualifications.

LICENSES AND OTHER REQUIREMENTS:

Possession of a certificate signifying completion of a course of training approved by the Commission on Peace Officer Standards and Training (California Penal Code, Section 832) prior to employment.

California Commission on Peace Officer Standards and Training Basic, Intermediate, Advanced and Supervisory Certificates.

Valid California driver's license.

Administrator Salary Range 15

Revised and Board Approved – October 15, 2007

Agenda for the El Camino Community College District Board of Trustees
From
The Office of the President and Board of Trustees
Thomas M. Fallo, Superintendent/President

- A. Board Policy 2510 – Participation in Local Decision Making Page 98
- B. Travel Page 101
- C. Signature Authorization Page 101

A. Board Policy 2510 – Participation in Local Decision Making

It is recommended that the Board accept the following revised Board policy for first reading.

Board Policy 2510 Participation in Local Decision Making

The Board is the ultimate decision-maker in those areas assigned to it by state and federal laws and regulations. In executing that responsibility, the Board is committed to its obligation to ensure that appropriate members of the District participate in developing recommended policies for Board action and administrative procedures for Superintendent/President action under which the District is governed and administered.

Each of the following shall participate as required by law in the decision-making processes of the District:

Academic Senate(s) Title 5, Sections 53200-53206.)

The Board or its designees will consult collegially with the Academic Senate, as duly constituted with respect to academic and professional matters, as defined by law. Procedures to implement this section are developed collegially with the Academic Senate.

The Board will normally accept the recommendations of the Academic Senate on academic and professional matters as defined by Sub-Chapter 2, Section 53200, et seq., California Administrative Code, Title V, and as listed below:

1. Curriculum, including establishing prerequisites and placing courses within disciplines;
2. Degree and certificate requirements;
3. Grading policies;
4. Educational program development;
5. Standards and policies regarding student preparation and success;
6. District and College governance structures as related to faculty roles;
7. Faculty roles and involvement in accreditation process, including self-study and annual reports;
8. Policies for faculty professional development activities;
9. Processes for program review;
10. Processes for institutional planning and budget development, and
11. Other academic and professional matters as mutually agreed upon between the Board of Trustees and the Academic Senate.

The Board of Trustees designates the Vice President-Academic Affairs as the liaison to the Academic Senate for the items listed above.

If the District Governing Board of Trustees disagrees with the recommendation of the Academic Senate, representatives of the two bodies shall have the obligation to meet and reach mutual agreement by written resolution, regulation, or policy of the Governing Board.

Nothing in this policy shall be construed to impinge upon the due process rights of faculty, nor to detract from any negotiated agreements between the Federation of Teachers and the District. Written notification shall be given to the El Camino College Federation of Teachers by the District at the beginning of discussions between the Academic Senate and the District on academic and professional matters.

Staff (Title 5, Section 51023.5)

Classified staff shall be provided with opportunities to participate in the formulation and development of District policies and procedures that have a significant effect on staff. The opinions and recommendations of the Police Officers Association (POA), El Camino Classified Employees (ECCE) and confidential groups will be given every reasonable consideration.

Students (Title 5, Section 51023.7)

~~The Associated Students shall be given an opportunity to participate effectively in the formulation and development of District policies and procedures that have a significant effect on students, as defined by law. The recommendations and positions of the Associated Students will be given every reasonable consideration. The selection of student representatives to serve on District committees or task forces shall be made after consultation with the Associated Students.~~

Students (Title 5, Section 51023.7)

The Associated Students shall be given an opportunity to participate effectively in the formulation and development of District policies and procedures that have a significant effect on students, as defined by law. The recommendations and positions of the Associated Students will be given every reasonable consideration. The selection of student representatives to serve on District committees or task forces shall be made after consultation with the Associated Students.

The Board of Trustees shall recognize the Associated Student organization as provided by Education Code Section 76060, as the representative body of the students to offer opinions and to make recommendations to the administration of the College and to the Board of Trustees with regard to District policies and procedures that have or will have a significant effect on students. The District policies and procedures that have or will have a “significant effect on students” include the following:

1. Grading policies;

2. Codes of student conduct;
3. Academic disciplinary policies;
4. Curriculum development;
5. Courses or programs which should be initiated or discontinued;
6. Processes for institutional planning and budget development;
7. Standards and policies regarding student preparation and success;
8. Student services planning and development;
9. Student fees within the authority of the district to adopt; and
10. Any other District and College policy, procedure, or related matter that the Board of Trustees determines will have a significant effect on students.

The Board of Trustees shall give reasonable consideration to recommendations and positions developed by students regarding district and college policies and procedures pertaining to the hiring and evaluation of faculty, administration, and staff.

Except for unforeseeable emergency situations, the Board shall not take any action on matters subject to this policy until the appropriate constituent group or groups have been provided the opportunity to participate.

Nothing in this policy will be construed to interfere with the formation or administration of employee organizations or with the exercise of rights guaranteed under the Educational Employment Relations Act, Government Code Sections 3540, et seq.

Reference:

Education Code Section 70902(b)(7); Title 5, Sections 53200 et seq., (Academic Senate), 51023.5 (staff), 51023.7 (students)

Replaces Board Policy 3605

El Camino College

Adopted: 7/15/02

Amended:

B. Travel

It is recommended that the Board approve attendance of Trustee Nathaniel Jackson and Trustee Maureen O'Donnell at the Community College League of California – Annual Convention, San Jose, California, November 15-17, 2007, with transportation and necessary expenses paid:

C. Signature Authorization

It is recommended that the Board authorize Julie Bourlier, Director of Bookstore, to sign Purchase Orders for the Bookstore, and to draw money from and issue checks against any funds of the Bookstore of El Camino College on deposit in the Bank of America, Hawthorne Branch, during the period of October 1, 2007, through the Annual Organizational Meeting in December 2007.

VII. Committee of the Whole

Public Comment

1. Board Letter and Board Correspondence and Reading Materials

On September 27, 2007, the Superintendent/President sent the usual hard copy of reading material and correspondence to the Board members. Additionally, all correspondence was posted on the El Camino College website under Administration, Board of Trustees, Supplemental Board Meeting Information <http://www.elcamino.edu/administration/board/agendas/Supplemental%20Board%209-27-07.pdf>.

The Board of Trustees now has the opportunity to discuss this method of correspondence and invite public comment.

2. Accreditation Self-Study Participation of Board Members.

Accreditation Self-Study committees include broad participation of campus constituents. Trustee Gen has volunteered to serve on a self-study subcommittee. The Board of Trustees has an opportunity to discuss this request and receive public comment.

3. 2006-2007 Board of Trustees Evaluation and Goals for 2007 – 2008

Each year the Board of Trustees establishes Goals and Evaluates its performance on the previous years goals. The Board of Trustees uses the attached evaluation form. The remarks are publicly presented and members of the Board may present recommended goals for the forthcoming year. The October Board meeting “sunshines” the evaluation instrument and restates the Board priorities as adopted on October 16, 2006.

- A Course Repeatability
- A Distance Education
- A Compton Center Report

- B Re-examine District voting structure
- B Communication Policy

- C Video Tape Board Meetings
- C Leave of Absence Report

- D Staff replacement and training

Background

At the October 2006 Board meeting, the Board was presented with the following potential assignments which generated the categorization of goals presented above.

Recent Board meetings have generated a list of potential assignments. It is recommended that the Board of Trustees review the following list and place priorities for staff response.

1. Re-examination of District voting structure by District as opposed to at-large could take approximately 5 months and cost approximately \$20,000 for possible legal advice.
2. Board of Trustees Video and Audio Taping project: A consultant specializing in design and installation of video taping systems for public agencies has been retained to develop a project proposal for the Board of Trustees' consideration. Preliminary consulting services to design the appropriate systems are estimated to take about 30 days at a cost of approximately \$6,000. Project design and installation will take approximately two months if the design and proposal are acceptable to the Board. Initial estimates of the cost for this project range from \$200,000 to \$350,000.
3. Course repeatability: The Fine Arts Division is weighing the option of non-credit course development in various Fine Arts programs as an alternative or a supplement to credit courses. It is estimated, if approved, non-credit Fine Arts courses could be offered as early as fall 2007. Estimated cost is unknown at this time.
4. Distance Education Program: A program plan to increase distance education online course programming is near completion and includes the adoption of a college course management software program, faculty development, technical support for faculty and students and new staffing. Estimated cost of the program ranges from \$150,000 to \$300,000. The proposal will be completed within the next 30 days for Cabinet review.
5. District communication policy to be developed by Community Relations and will take approximately 4 months to process through Collegial Consultation. There will be minimal cost increase.
6. Leave of Absence Report is nearing completion and will be distributed to the Board within the month.

7. Staff replacement and training policy. There is no current Board Policy. There would be significant personnel and budget impact. Development of a Board Policy would require several months to go through collective bargaining and/or collegial consultation processes.
8. Parking permit machines are continually monitored and upgraded to meet student needs.
9. Compton Center Report. As offered at the last Board meeting, Provost Givens will make brief oral reports at each Board meeting.

**EL CAMINO COLLEGE BOARD OF TRUSTEES
SELF-EVALUATION QUESTIONNAIRE 2006-2007**

<u>Individual Trustees' appraisal of all members' activities.</u>	Strongly Agree	Agree	Disagree	Strongly Disagree	No Responses
Priorities and Planning					
1. Most of the issues occupying the Board's time and attention are directly related to the mission and goals of the institution.					
2. All members of the Board have a clear understanding of the vision of the college.					
3. All members of the Board can articulate the vision of the college to the diverse constituencies of the district.					
Board and Chief Executive Officer Relations					
1. The Board and CEO maintain optimum communications.					
2. The roles of the CEO and the Board are clearly defined.					
3. Trustees keep the CEO well informed of contacts with the community.					
4. Trustees keep the CEO well informed of contacts with college employees.					
Board and College Relations					
1. Trustees are knowledgeable about the college's history.					
2. Trustees are well versed concerning the college's strengths and weaknesses.					
3. Trustees are knowledgeable about the mission of the college.					
4. The Board is sensitive to the concerns of students.					
5. The Board is sensitive to the concerns of employees.					
6. The Board supports the college by attending various events.					
Board and Community Relations					
1. Trustees are well informed concerning the needs of the community.					
2. Trustees fairly and assertively represent the communities they serve.					
3. Trustees use their community ties to promote a positive image of the college					
Board Agendas					
1. The Board Agendas always focus on policy issues.					
2. The Board Agendas always allow sufficient time and attention for discussion of legislative and state policy issues.					

3. The Board Agendas are organized logically which facilitates efficient use of time.					
	Strongly Agree	Agree	Disagree	Strongly Disagree	No Response
Board Organization and Dynamics					
1. Definitions of the roles of the Board chair and other officers are clearly understood by the Trustees.					
2. The roles of the Board officers are conscientiously implemented.					
3. All public meetings of the Board are conducted in compliance with the Brown Act.					
Board Decision-Making Processes					
1. Trustees demonstrate respect for the opinions of others at Board meetings.					
2. Board meetings are structured to assure that all relevant information is considered before making a decision.					
3. Board members are provided with adequate information needed to fully understand the issues.					
Trustee Development and Education					
1. Board members (including the Student Trustee) receive a thorough orientation to their roles and responsibilities.					
2. Board members have a thorough understanding of the district's mission and goals.					
3. Board members are well informed and knowledgeable about legislative issues that may impact the college.					
4. Board members are well informed and knowledgeable about state policy issues that may impact the college					
5. Information about important issues is readily shared among Board members.					
Board Goals					
1. The Board prepares an annual set of written goals and objectives.					
2. The annual objectives of the Board are measurable					
3. The Board has a set of clearly defined performance standards.					
4. The Board's goals and objectives are clearly communicated to the college community.					

Board Evaluation					
1. The Board systematically identifies and reports its accomplishments.					
2. The Board provides ample opportunity for college employees and citizens of the community to evaluate its performance.					
3. The Board takes appropriate measures to assure that its self-evaluation is objective, impartial and constructive.					