El Camino Community College District
Board of Trustees
Agenda, Monday, November 20, 2006
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 October 16, 2006, Pages 4 - 7

III. Presentations – none

IV. Public Hearing – Notice of Intent to Enter Into Energy Services Contract and to Lease and/or Purchase of Energy Conservation Facilities Construction, Item K, Page 49

V. Consent Agenda – Recommendation of Superintendent/President, Discussion and Adoption
   A. Public Comment
   B. 1. Academic Affairs
      See Academic Affairs Agenda, Pages 8-22
      2. Student and Community Advancement
         See Student Services Agenda, Pages 23-30
      3. Administrative Services
         See Administrative Services Agenda, Pages 31-44
      4. See Measure “E” Bond Fund Agenda, Pages 45-52
      5. See Human Resources Agenda, Pages 53-69
      6. Superintendent/President
         See Superintendent/President Agenda, Pages 70-72

VI. Non-Consent Agenda
   A. Public Comment
   B. 2005-2006 Board of Trustees Goals and Evaluation, Pages 73-75
   C. Policy on Board Support for Political Issues, Page 76
VII. Oral Reports
   A. Academic Senate Report
   B. Compton Center Provost Report
   C. Board of Trustees Report
   D. President’s Report

VIII. Public Comment on Non-Agenda Items

IX. Closed Session
   A. Labor Relations, Brown Act Section 54957.8
      1. El Camino Classified Employees, Local 6142
      2. Non-Represented Employees – Confidential, Supervisors, and Management
      3. American Federation of Teachers, Local 1388
   B. Existing Litigation, Brown Act Section 54956.9
      1. 1 Case

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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
The mission of El Camino College is to meet the educational needs of its diverse community and ensure student success by offering quality, comprehensive educational opportunities.

Statement of Philosophy
Everything El Camino College is or does must be centered on its community, for without the community, we have no students, no faculty or staff, no reason to exist. It is our community that saw the need and valued the reason for the creation of El Camino College. Therefore, 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, our fellow employees, our community and ourselves, must be our underlying goal.

Cooperation among our many partners is vital for our success—whether they be other schools and colleges, businesses and industries, or individuals.

Access and opportunity 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 Goals 2004-2007
1. Support and constantly improve the quality of our educational offerings.
2. Promote student-centered learning to increase student success.
3. Support innovative practices that enhance the educational experience.
4. Foster a climate that promotes integrity and accountability.
5. Support and develop effective and motivated employees.
6. Improve and enhance internal and external communication.
7. Incorporate flexibility into institutional structure and process.
The Board of Trustees of the El Camino Community College District met at 4:30 p.m. on Monday, October 16, 2006, 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 Mr. Julian Peters, Student Member.

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

Minutes of the Regular Board Meeting of September 5, 2006
The Minutes of the Regular Board Meeting of September 5, 2006 were approved as amended.

Consent Agenda
It was moved by Trustee Jackson, seconded by Trustee Combs, that the Board adopt the items presented on the agenda in the following areas.

Academic Affairs
Center for the Arts Presentations – 2007/2008
Conference Attendance – Mathematics, Engineering, Science Achievement (MESA) Program
Instructional Field Trips – Fall 2006
International Education/Study Abroad Program – Winter 2007
Proposed Curriculum Changes – Effective 2006/2007 Academic Year – Fall 2006

Student Services
Student Field Trips
Community Education – Fall 2006
Forensics Team Tournaments for Fall 2006
Journalism Association of Community Colleges Southern California Conference
State Student Senate Conference
California Community College Student Affairs Association Fall 2006 Leadership Conference
Grants
Administrative Services
Enrollment Fee Decrease
Contracts Under $65,100
Contract Amendment – LPA, Inc.
Declaration of Surplus Property
Purchase Orders and Blanket Purchase Orders

Measure E Bond Fund
Citizens’ Bond Oversight Committee Calendar
Category Budgets and Balance
Purchase Orders and Blanket Purchase Orders

Human Resources
Employment and Personnel Changes
Temporary Non-Classified Service Employees
Reinstatement of Classification Specifications for Administrator Position
Revision of Classification Specifications for Administrator Positions
New Classification Specifications for Administrator Position
Memorandum of Understanding Between the El Camino Community College District and the El Camino College Federation of Teachers
Memorandum of Understanding Between the El Camino Community College District and the El Camino Classified Employees
Stipend for Transition Work Done By El Camino Classified Employees for the Compton Educational Center
Stipend for Transition Work Done By Administrators for the Compton Educational Center

President and Board of Trustees
Special Assessment Fee – Accrediting Commission for Community and Junior Colleges Board of Trustees’ Self-Evaluation
Revised Board Policy 3410 – Non-Discrimination – First Reading, and Procedure 3410 – Unlawful Discrimination and Sexual Harassment Complaints – Presented for Informational Purposes Only
Student Equity Plan – August, 2006

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

Director, Human Resources

At the request of Trustee Combs, this item was pulled from the Consent Agenda. It was moved by Trustee Combs, seconded by Trustee Beverly, that the Board reinstate classification specifications for the Director, Human Resources, as shown on attachments. This position classification will sunset when El Camino College employee
returns from El Camino College Compton Center to Assistant Director, Human Resources, El Camino College. Motion carried.

Potential Assignments

(2) – Video Taping of Board Meetings

It was moved by Trustee O’Donnell, seconded by Trustee Gen that the Board move into an agreement with Darren P. Doerschel, Systems Integration Consultant, to advise the Board on establishment of video taping capability in both the Board Room and Marsee Auditorium.

Motion failed. Trustees Gen and O’Donnell voted yes. Trustees Beverly, Combs and Jackson voted no. Student member Peters recorded a no advisory vote.

At the request of Trustee Beverly, the following potential assignments were removed from the Consent Agenda and the Board established the following priorities:

Category A

(3) Course Repeatability
(4) Distance Education Program
(9) Compton Center Report

Category B

(1) Re-Examination of District voting structure.
(5) District Communication Policy.

Category C

(6) Leave of Absence Report.

Category D

(7) Staff Replacement and Training Policy.

Public Comment

Ms. Luukia Smith addressed a personnel matter and expressed appreciation for opportunity to attend Accreditation Self-Study Training.
Dean Blackburn and Mrs. Mary Haag spoke of books and materials presented to the Music Library.

Dr. Don Brown, President, El Camino College Federation of Teachers, spoke of Mrs. Haag’s gift and salary negotiations.

Dr. Angela Simon, Past President, El Camino College Federation of Teachers, spoke of budget process and budget.

Mr. Najasi Lee, student, spoke of name of Compton Center and dedication of Learning Center.

Ms. Ann Ashcraft, Humanities, Administrative Assistant, addressed work being done for Compton Center.

Dave Westberg, Mathematics Instructor, addressed salary negotiations.

Meeting adjourned at 7:20 p.m.

______________________________________________
Nathaniel Jackson, Secretary of the Board

______________________________________________
Thomas M. Fallo, Secretary to the Board
A. Proposed Curriculum Changes – Effective 2007 Spring Semester .......................... 9
B. Proposed Curriculum Changes – Effective 2007-2008 Academic Year ...................... 13
A. PROPOSED CURRICULUM CHANGES – EFFECTIVE 2007 SPRING SEMESTER

It is recommended that the board approve the proposed curriculum revisions and additions, effective the 2007 spring semester, listed below:

BEHAVIORAL AND SOCIAL SCIENCES DIVISION

NEW COURSES

1. Child Development 34 – Observing and Guiding Children
   Units: 3   Lecture: 3 hours   Faculty Load: 20.00%
   Credit, degree applicable; Transfer CSU
   Prerequisite: Child Development 3 with a minimum grade of C or equivalent
   In this course, students will examine guidance techniques as they apply to children from birth to age twelve in individual and group settings. Students will analyze, through observation and research, common behavioral issues and the possible underlying influences on behavior. The role of the teacher in promoting an environment which fosters appropriate behavior will be examined. Students will be required to conduct observations in local school programs.

2. Ethnic Studies 1 – Introduction to Ethnic Studies
   Units: 3   Lecture: 3 hours   Faculty Load: 20.00%
   Credit, degree applicable; Transfer CSU
   Recommended Preparation: eligibility for English 1A
   This course provides a multidisciplinary introduction and analysis of ethnic groups in the United States. Various theories and perspectives will be examined to better comprehend the effects of institutional racism, marginalization, socio-economic and political discrimination, and ethnocentrism on American ethnic and racial groups.

3. Sociology 112 – Introduction to Criminology
   Units: 3   Lecture: 3 hours   Faculty Load: 20.00%
   Credit, degree applicable; Transfer CSU
   Recommended Preparation: Sociology 101; eligibility for English 1A
   This course introduces students to the scientific analysis of crime and criminality. Sociological concepts and theories are used to analyze the nature, extent, and cause of crime; theoretical explanations for criminal behavior will be discussed. The dynamics of law, social control, treatment processes, and victimology will be evaluated.
FINE ARTS DIVISION

NEW COURSE

1. Dance 9ab – Flamenco Dance
   Unit: 1   Lab: 3 hours   Faculty Load: 15.00%
   Credit, degree applicable; Transfer CSU
   This course introduces Flamenco dance through the practice of steps and choreography as well as the study of music, costumes, and cultures from selected countries. Emphasis is placed on basic Flamenco dance footwork as well as necessary skills for stylistic expression.

HUMANITIES DIVISION

REACTIVATE; CHANGES IN NUMBER, CONDITIONS OF ENROLLMENT
(Pre/Corequisite, Recommended Preparation, or Enrollment Limitation), CATALOG DESCRIPTION; COURSE OUTLINE REVISED TO MEET TITLE 5 REQUIREMENTS

Current Status/Proposed Change

1. English RA 80 – Basic Language Skills
   Prerequisite: Qualifying score on English Placement Test qualification by testing (English Placement Test) and assessment
   This course for students needing remediation in word attack skills, spelling vocabulary development, is designed to improve reading comprehension and speed, study skills, and writing simple sentences — as determined by scores on the English Placement Test — necessary for college success. Special emphasis will be placed on reading comprehension, strategies for understanding written words, study and test taking skills, and vocabulary expansion. As writing is a natural extension of the reading process, students also will learn the basic structure of sentences and will learn to recognize main ideas, relationships between main ideas and supporting detail, and patterns of organization in various types of reading material. Emphasis will be placed on: spelling with phonics approach, basic vocabulary words, and syllable, word, and phrase patterns.
   Recommendation
   English 80 – Basic Language Skills
   Recommended Preparation: qualification by testing (English Placement Test) and assessment
   This course is designed to improve reading and study skills necessary for college success. Special emphasis will be placed on reading comprehension, strategies for understanding written words, study and test taking skills, and vocabulary expansion. As writing is a natural extension of the reading process, students also will learn the basic structure of sentences and will learn to recognize main ideas, relationships between main ideas and supporting detail, and patterns of organization in various types of reading material.
REACTIVATE; CHANGES IN NUMBER, DESCRIPTIVE TITLE, CONDITIONS OF ENROLLMENT (Pre/Corequisite, Recommended Preparation, or Enrollment Limitation), CATALOG DESCRIPTION; COURSE OUTLINE REVISED TO MEET TITLE 5 REQUIREMENTS

Current Status/Proposed Change

1. English WA C – Basic Writing: Vocabulary and Sentences
   **English Skills**
   **Prerequisite**
   **Recommended Preparation**: qualifying score on the Writing Assessment Test qualification by testing (English Placement Test) and assessment

   English WA is designed for students who need vocabulary to the basic principles of grammar and sentence writing skills to prepare them for writing structure. Students develop clear, concise sentences and write short paragraphs and essays in other composition courses. Usage, spelling, and grammar will be taught as needed to develop writing skills based on brief reading assignments, observations, and experience.

   **Recommendation**
   English C – Basic English Skills
   **Recommended Preparation**: qualification by testing (English Placement Test) and assessment

   This course introduces students to the basic principles of grammar and sentence structure. Students develop clear, concise sentences and write short paragraphs based on brief reading assignments, observations, and experience.

NEW COURSES

1. **English as a Second Language 02A – Conversation and Grammar Level I**
   **Units**: 0  **Lecture**: 5 hours  **Faculty Load**: 33.333%
   **Non-Credit**
   **Recommended Preparation**: concurrent enrollment in English as a Second Language 03A

   This Level 1 conversation and grammar course provides focused practice on English grammar forms and structures through listening, speaking, reading, and writing activities. Emphasis is on the verb “be,” the simple present tense, nouns, adjectives, prepositions, statements, and questions. Capitalization and punctuation rules are also introduced and applied in writing simple sentences.

2. **English as a Second Language 02B – Conversation and Grammar Level II**
   **Units**: 0  **Lecture**: 5 hours  **Faculty Load**: 33.333%
   **Non-Credit**
   **Recommended Preparation**: qualification by assessment or completion of English as a Second Language 02A; concurrent enrollment in English as a Second Language 03B

   This Level II conversation and grammar course provides focused practice on English grammar forms and structures through listening, speaking, reading, and writing activities. Emphasis is on prepositions of time, possessive nouns and adjectives, present progressive
and simple past tense, modals of ability and suggestion, imperatives, and punctuation
rules.

3. English as a Second Language 02C – Conversation and Grammar Level III
Units: 0 Lecture: 5 hours Faculty Load: 33.333%
Non-Credit
Recommended Preparation: qualification by assessment or completion of English as a
Second Language 02A and 02B; concurrent enrollment in English as a Second Language
03C
This Level III conversation and grammar course provides focused practice on English
grammar forms and structures through listening, speaking, reading, and writing activities.
Emphasis is on verb tenses, direct/indirect objects, modals, comparatives, superlatives,
count and non-count nouns, and quantifiers.

4. English as a Second Language 03A – Reading and Writing Level I
Units: 0 Lecture: 5 hours Faculty Load: 33.333%
Non-Credit
Recommended Preparation: concurrent enrollment in English as a Second Language 02A
This Level I reading and writing course is designed to improve reading comprehension,
increase vocabulary, and improve critical thinking and writing skills. Students will write
descriptive and chronologically ordered paragraphs.

5. English as a Second Language 03B – Reading and Writing Level II
Units: 0 Lecture: 5 hours Faculty Load: 33.333%
Non-Credit
Recommended Preparation: qualification by assessment or completion of English as a
Second Language 03A; concurrent enrollment in English as a Second Language 02B
This Level II reading and writing course is designed to improve reading comprehension,
increase vocabulary, and improve critical thinking and writing skills. Students will write
descriptive, instructional, biographical, narrative, and subjective paragraphs.

6. English as a Second Language 03C – Reading and Writing Level III
Units: 0 Lecture: 5 hours Faculty Load: 33.333%
Non-Credit
Recommended Preparation: qualification by assessment or completion of English as a
Second Language 03B; concurrent enrollment in English as a Second Language 02C
This Level III reading and writing course is designed to improve reading comprehension,
increase vocabulary, and improve critical thinking and writing skills. Students will write
paragraphs using chronological order, emphatic order, and spatial order.

MATHEMATICAL SCIENCES DIVISION

NEW DISTANCE EDUCATION COURSE VERSION
B. PROPOSED CURRICULUM CHANGES – EFFECTIVE 2007-2008 ACADEMIC YEAR

It is recommended that the Board approve the proposed curriculum revisions, additions, and inactivations, effective the 2007-2008 academic year, listed below:

**BEHAVIORAL AND SOCIAL SCIENCES DIVISION**

**INACTIVATE COURSES**

1. Education 180 – Family, School, Community Partnerships
2. Psychology 11 – Child Psychology

**CHANGES IN DESCRIPTIVE TITLE, CATALOG DESCRIPTION, IGETC GENERAL EDUCATION REQUIREMENT; COURSE REVIEW**

*Current Status/Proposed Change*

1. American Studies 1 – An Introduction to American Studies
   This interdisciplinary course is an interdisciplinary introduction to the evolving meaning of what it is to be an American, culture. Utilizing both the popular and the high arts, there will be an examination of the creation/evolution of American experiences, beliefs, and myths and cultural memory. Special attention will be paid to both the conflicts and confluence of democracy and diversity in American culture. Students evaluate American experiences, beliefs, and myths by analyzing sources that include novels, films, architecture, music, and art. The ways in which American culture impacts and reflects the national character and experience will also be discussed.
   IGETC General Education Requirement – Area 4: Social and Behavioral Sciences.

*Recommendation*

Introduction to American Studies
This interdisciplinary course explores through a chronological and thematic study of cultural history the evolving meaning of what it is to be an American. Students evaluate American experiences, beliefs, and myths by analyzing sources that include novels, films, architecture, music, and art. The ways in which American literature impacts and reflects the national character and experience will also be discussed.
IGETC General Education Requirement – Area 4: Social and Behavioral Sciences.

**CHANGE IN IGETC GENERAL EDUCATION REQUIREMENT; COURSE REVIEW**

1. American Studies 3 – The American Immigrant Experience
Current Status/Proposed Change
IGETC General Education Requirement – Area 4: Social and Behavioral Sciences.
Recommendation
IGETC General Education Requirement – Area 4: Social and Behavioral Sciences.

2. History 8 – History of California
Current Status/Proposed Change
IGETC General Education Requirement – Area 3: Arts and Humanities, B. Humanities; Area 4: Social and Behavioral Sciences
Recommendation
IGETC General Education Requirement – Area 3: Arts and Humanities, B. Humanities; Area 4: Social and Behavioral Sciences

3. Sociology 102 – The Family
Current Status/Proposed Change
IGETC General Education Requirement – Area 4: Social and Behavioral Sciences
Recommendation
IGETC General Education Requirement – Area 4: Social and Behavioral Sciences

CHANGES IN DESCRIPTIVE TITLE, CATALOG DESCRIPTION, CSU GRADUATION REQUIREMENT; COURSE REVIEW

Current Status/Proposed Change
1. History 9 – United States History: The American Indian Experience
Current Status/Proposed Change
This course is a survey of the history of the Indians of North America, their origins to the present. The development of representative societies of Mexico, the United States, and Canada, and their relations with various peoples of North America. Topics include the impact of European contact, trade, and colonization as well as the impact of the United States, Indian responses to the expansion of the United States in the eighteenth and nineteenth centuries, and the state of Indian tribes and nations in the twentieth and early twenty-first centuries will be discussed. Political, economic, and social policies on Native Americans. Emphasis is placed on the attempts of American Indians to protect their sovereignty and revitalize their societies.
This course meets the criteria of the CSU graduation requirement for United States History, Constitution, and American Ideals.
Recommendation
United States History: The American Indian Experience
This course is a survey of the history of the United States with an emphasis on native peoples of North America. Topics include the impact of European contact, trade, and colonization as well as the impact of United States political, economic, and social policies on Native Americans. Emphasis is placed on the attempts of American Indians to protect their sovereignty and revitalize their societies.
This course meets the criteria of the CSU graduation requirement for United States History, Constitution, and American Ideals.

Current Status/Proposed Change

2. History 16A – The African American in the United States, 1600 to 1877
This course is a survey of the development of the African American community from the colonial period to 1877. The course emphasizes historical, cultural, social, economic, and political facts as they relate to the role of African Americans in shaping American experience as well as the historical experience of the American society as a whole. The contributions of African Americans to the economic, political, social, and cultural development of the nation will be examined.

This course meets the criteria of the CSU graduation requirement for United States History, Constitution, and American Ideals.

Recommendation

The African American in the United States to 1877
This course is a survey of the history of the United States to 1877 with particular emphasis on the role of African Americans in shaping American society. The contributions of African Americans to the economic, political, social, and cultural development of the nation will be examined.

This course meets the criteria of the CSU graduation requirement for United States History, Constitution, and American Ideals.

COURSE OUTLINE ADJUSTED TO MEET CSU GENERAL EDUCATION CRITERIA

1. History 12B – Introduction to African History, 1885 to the Present

CHANGE IN CATALOG DESCRIPTION; COURSE REVIEW

1. History 22 – Twentieth Century World History

Current Status/Proposed Change

The course examines the political, economic, and social development of the world from the beginnings of World War I to the present. Focus is placed on the factors that contributed to the outbreak of World War I and World War II, and issues that remained unresolved by their settlements and treaties. New challenges introduced by these conflicts will be examined including the Cold War, decolonization and state building in Africa and Asia, the collapse of the Union of Soviet Socialist Republics (USSR), and the world’s increasing interdependence.

Recommendation

This course examines the political, economic, and social development of the world from the beginnings of World War I to the present. Focus is placed on the factors that contributed to the outbreak of World War I and World War II, and issues that remained unresolved by their treaties. New challenges introduced by these conflicts will be examined including the Cold War.
War, decolonization and state building in Africa and Asia, the collapse of the Union of Soviet Socialist Republics (USSR), and the world’s increasing interdependence.

**CHANGES IN CATALOG DESCRIPTION, IGETC GENERAL EDUCATION REQUIREMENT; COURSE REVIEW**

1. Psychology 12 – Human Sexuality  
   **Current Status/Proposed Change**  
   Psychology 12 This course is the scientific study of human sexuality. The course approaches the study of sexuality from a psychological, sociological, anthropological and biological theoretical framework. Emphasis is placed on analysis of sexuality from a psychological, sociological, anthropological and biological theoretical framework. Topics stressed include the various definitions of sexuality, the history of sex, the scientific research methods used to study sex, and the psychobiology of sex. This course also examines cultural views of sex and gender, sexual behavior and relationships, sexuality across the lifespan, and sex as a social and medical issue. This course also involves extended discussion on the relationship between human sexuality and human nature.  
   IGETC General Education Requirement – Area 4: Social and Behavioral Sciences.  
   **Recommendation**  
   This course is the scientific study of human sexuality. Emphasis is placed on analysis of sexuality from a psychological theoretical framework. Topics include the history of sex, the scientific research methods used to study sex, and the psychobiology of sex. This course also examines cultural views of sex and gender, sexual behavior and relationships, and sex as a social and medical issue.  
   IGETC General Education Requirement – Area 4: Social and Behavioral Sciences.

**CHANGES IN CSU GENERAL EDUCATION REQUIREMENT; IGETC GENERAL EDUCATION REQUIREMENT; COURSE REVIEW**

1. Psychology 21 – Introduction to the Psychology of Consciousness  
   **Current Status/Proposed Change**  
   CSU General Education Requirement – Area D: Social, Political and Economic Institutions and Behavior; Historical Background, 9. Psychology  
   IGETC General Education Requirement – Area 4: Social and Behavioral Sciences  
   **Recommendation**  
   CSU General Education Requirement – Area D: Social, Political and Economic Institutions and Behavior; Historical Background, 9. Psychology  
   IGETC General Education Requirement – Area 4: Social and Behavioral Sciences

**CHANGE IN MAJOR**

1. History  
   **Current Status/Proposed Change**  
   History 1A, 1B, 3, 4; three courses from: History 5A, 5B, 8, 9, 11, 12, 12A, 12B, 14A, 14B, 16A, 16B, 17, 18A, 18B, 19, 22, 25, 30, 32, Political Science 1, 2, 3, 5, 6
Academic Affairs

Total Units: 21

Recommendation
History 1A, 1B, 3, 4; three courses from: History 5A, 5B, 8, 9, 12A, 12B, 14A, 14B, 16A, 16B, 17, 18A, 18B, 19, 22, 25, 30, 32, Political Science 1, 2, 3, 5, 6
Total Units: 21

NEW COURSE

1. Anthropology 4 – Language and Culture
   Units: 3     Lecture: 3     Faculty Load: 20.00%
   Recommended Preparation: eligibility for English 1A
   Credit, degree applicable; Transfer CSU
   This course introduces students to the anthropological study of language and non-verbal human communication. Using a cross-cultural perspective, students will examine the relationship between culture and the ways in which humans communicate. Topics include language structure, acquisition, diversity, and change.

BUSINESS DIVISION

NEW COURSES

1. Business 93 – Fundamentals of Importing
   Units: 3     Lecture: 3     Faculty Load: 20.00%
   Recommended Preparation: Business 90 with a minimum grade of C or equivalent experience
   Credit, degree applicable; Transfer CSU
   In this course students will analyze the balance of trade between the United States and other countries. Topics will include the effects of imports on the economy, employment, and the standard of living in the United States. Importing as a business, the import process, the role of the United States customs, and distribution from the port of entry to United States markets will also be covered.

2. Business 94 – International Trade Logistics
   Units: 3     Lecture: 3     Faculty Load: 20.00%
   Recommended Preparation: Business 90 with a minimum grade of C or equivalent experience
   Credit, degree applicable; Transfer CSU
   In this course students will examine logistical and documentary aspects of moving goods internationally from source to final destination. Emphasis will be placed on all modes of transportation involved in doing business on a global basis as well as the shipping and other documents required for specific trade transactions. Topics will also include international commercial terms (Incoterm) commonly used for pricing and transport of goods as well as the roles of freight forwarders, carriers, and other providers of logistics and document-preparation services.
   Units: 3  Lecture: 3  Faculty Load: 20.00%  
   Recommended Preparation: Business 90 with a minimum grade of C or equivalent experience  
   Credit, degree applicable; Transfer CSU  
   In this course students will study legal and regulatory aspects of international business. Emphasis is on the tariff and non-tariff measures used by governments to regulate trade, multilateral and bilateral treaties, and agreements to facilitate trade. Other topics will include the United States and international agencies charged with administering and enforcing specific trade laws and regulations.

CHANGE IN CERTIFICATE OF COMPETENCE

1. Business – Business Management  
   Current Status/Proposed Change  
   A Certificate of Competence will be awarded to the student completing the requirements of one of the following options with a minimum grade average of B.  
   Business Management Option:  
   Business 1A or 11; Business 14 or 21; Business 20, 22, 24, 25, 29; Business 27 or 28, Law 5  
   Total Units: 27-28
   
   Retail Management Option:  
   A minimum of 15 units must be completed at El Camino College and a grade point average of 3.0 or B is necessary in the required 30-31 units. Business 1A or 11; Business 14, 15, 19, 20, 21, 22, 28, 29; Computer Information Systems 13  
   Total Units: 30-31
   
   International Business Option:  
   A minimum of 12 units must be completed at El Camino College. Business 25, 90, 91, 92, 93, 94, 97; two courses from: Anthropology 2, Business 20, Computer Information Systems 30  
   Total Units: 27
   
   Recommendation  
   A Certificate of Competence will be awarded to the student completing the requirements of one of the following options with a minimum grade average of B.

   Business Management Option:  
   Business 1A or 11; Business 14 or 21; Business 20, 22, 24, 25, 29; Business 27 or 28, Law 5  
   Total Units: 27-28
   
   Retail Management Option:
Academic Affairs

A minimum of 15 units must be completed at El Camino College. Business 1A or 11; Business 14, 15, 19, 20, 21, 22, 28, 29; Computer Information Systems 13
Total Units: 30-31

International Business Option:
A minimum of 12 units must be completed at El Camino College.
Business 25, 90, 91, 92, 93, 94, 97; two courses from: Anthropology 2, Business 20, Computer Information Systems 30
Total Units: 27

CHANGE IN CERTIFICATE OF COMPLETION

1. Business – Business Management

   Current Status/Proposed Change
   A Certificate Completion will be awarded to the student completing the requirements of one of the following options with a minimum grade average of C.

   Business Management Option:
   Business 1A or 11; Business 14 or 21; Business 20, 22, 24, 25, 29; Business 27 or 28; Law 5
   Total Units: 27-28

   International Business Option:
   A minimum of 12 units must be completed at El Camino College.
   Business 25, 90, 91, 92, 93, 94, 97; two courses from: Anthropology 2, Business 20, Computer Information Systems 30
   Total Units: 27

   Recommendation
   A Certificate Completion will be awarded to the student completing the requirements of one of the following options with a minimum grade average of C.

   Business Management Option:
   Business 1A or 11; Business 14 or 21; Business 20, 22, 24, 25, 29; Business 27 or 28; Law 5
   Total Units: 27-28

   International Business Option:
   A minimum of 12 units must be completed at El Camino College.
   Business 25, 90, 91, 92, 93, 94, 97; two courses from: Anthropology 2, Business 20, Computer Information Systems 30
   Total Units: 27
FINE ARTS DIVISION

CHANGE IN CSU GENERAL EDUCATION REQUIREMENT; COURSE REVIEW

1. Speech Communication 4 – Argumentation and Debate

   Current Status/Proposed Change
   CSU General Education Requirement – Area A. Communication in the English Language and Critical Thinking, 4 3.
   Recommendation
   CSU General Education Requirement – Area A. Communication in the English Language and Critical Thinking, 3.

CHANGES IN TRANSFER STATUS, CSU GENERAL EDUCATION REQUIREMENT, IGETC GENERAL EDUCATION REQUIREMENT; COURSE REVIEW

1. Speech Communication 12 – Interpersonal Communication

   Current Status/Proposed Change
   Transfer UC
   CSU General Education Requirement – Area A. Communication in the English Language and Critical Thinking, 1.
   IGETC General Education Requirement – Area 1. English Communication, Group C.
   Recommendation
   Transfer UC
   CSU General Education Requirement – Area A. Communication in the English Language and Critical Thinking, 1.
   IGETC General Education Requirement – Area 1. English Communication, Group C.

INDUSTRY AND TECHNOLOGY DIVISION

CHANGE IN MAJOR

1. Administration of Justice

   Current Status/Proposed Change
   At least 50% of the major requirements for the Associate in Science degree must be completed at El Camino College.
   Administration of Justice 100, 103, 115, 130, 131, 135, 170; plus a minimum of six units from the following: Administration of Justice 70, 95/96abcd (2-4 units), 107, 109, 111, 125, 126, 133, 134, 136, 150, 155, 180
   Total Units: 27-32
   Recommendation
Academic Affairs

At least 50% of the major requirements for the Associate in Science degree must be completed at El Camino College.
Administration of Justice 100, 103, 115, 130, 131, 135, 170; plus a minimum of six units from the following: Administration of Justice 70, 95/96abcd (2-4 units), 107, 109, 111, 125, 126, 133, 134, 136, 150, 155
Total Units: 27-32

CHANGE IN CERTIFICATE OF COMPLETION

1. Administration of Justice
   Current Status/Proposed Change
   A Certificate of Completion will be granted to students completing the courses in one of the following options, Administration of Justice, Reserve Police Officer Academy or Security Officer, with a grade average of C. At least 50% of the courses required for the Certificate of Completion must be completed at El Camino College.

   Administration of Justice Option:
   Administration of Justice 100, 103, 115, 130, 131, 135, 170; plus a minimum of six units from the following: Administration of Justice 70, 95/96abcd (2-4 units), 107, 109, 111, 125, 126, 133, 134, 136, 150, 155
   Total Units: 27-32

   Reserve Police Officer Academy Option (pending approval by the California Community College System Office):
   Administration of Justice 150, 155
   Total Units: 19

   Security Officer Option:
   Administration of Justice 70, 115, 135, 140, Computer Information Systems 13
   Total Units: 14

   Recommendation
   A Certificate of Completion will be granted to students completing the courses in one of the following options, Administration of Justice, Reserve Police Officer Academy, or Security Officer, with a grade average of C. At least 50% of the courses required for the Certificate of Completion must be completed at El Camino College.

   Administration of Justice Option:
   Administration of Justice 100, 103, 115, 130, 131, 135, 170; plus a minimum of six units from the following: Administration of Justice 70, 95/96abcd (2-4 units), 107, 109, 111, 125, 126, 133, 134, 136, 150, 155
   Total Units: 27-32
Academic Affairs

Reserve Police Officer Academy Option (pending approval by the California Community College System Office):
Administration of Justice 150, 155
Total Units: 19

Security Officer Option:
Administration of Justice 70, 115, 135, 140, Computer Information Systems 13
Total Units: 14

MATHEMATICAL SCIENCES DIVISION

NEW COURSE

1. Mathematics 12 – Basic Arithmetic Skills
   Units: 4       Lecture: 4       Faculty Load: 26.667%
   Credit, not degree applicable
   This introductory arithmetic course is designed to develop number and operation sense using whole numbers, fractions, decimals, and percents, as well as develop problem-solving skills. Topics include writing whole numbers and decimals in various forms, estimation, ratios, proportions, and applications.
   Note: Students enrolled in this course are required to participate in individual and group activities.
<table>
<thead>
<tr>
<th>A.</th>
<th>Student Field Trips</th>
<th>24</th>
</tr>
</thead>
<tbody>
<tr>
<td>B.</td>
<td>International Travel</td>
<td>24</td>
</tr>
<tr>
<td>C.</td>
<td>El Camino College School Calendar 2007/2008</td>
<td>24</td>
</tr>
</tbody>
</table>
A. **STUDENT FIELD TRIPS**
   It is recommended that the Board approve the following student field trips sponsored by Project Success. The purposes of the trips are to provide transfer and orientation information.

   **Project Success – Elaine Moore**
   November 30, 2006 – California State University Long Beach, Long Beach, California. Estimated students – 35. Depart 8:00am; return 1:00pm. Transportation by bus.

   February 16, 2007 – California State University Dominquez Hills, Carson, California. Estimated students – 35. Depart 8:30am; return 1:00pm.

B. **INTERNATIONAL TRAVEL**
   It is recommended that the Board approve international travel for Leonid Rachman to participate in the American Educational Opportunities Spring 2007 student recruitment tour to Hong Kong, Kuala Lumpur, Jakarta, Singapore, Penang, and Bangkok, March 9, 2007 through March 24, 2007. Expenses in the amount of $16,700 to be paid from the International Student Conference account.

C. **EL CAMINO COLLEGE SCHOOL CALENDAR 2007/2008**
   It is recommended that the Board approve the El Camino College School Calendar for 2007/2008 as shown on pages 25 through 30.
<table>
<thead>
<tr>
<th>JULY 2007</th>
<th>NOVEMBER 2007</th>
<th>MARCH 2008</th>
</tr>
</thead>
<tbody>
<tr>
<td>S M T W T F S</td>
<td>S M T W T F S</td>
<td>S M T W T F S</td>
</tr>
<tr>
<td>[8] 9 10 11 12 [13] [14]</td>
<td>4 5 6 7 8 9 10</td>
<td>2 3 4 5 6 7 8</td>
</tr>
<tr>
<td>30 31</td>
<td></td>
<td>30 31</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>AUGUST 2007</th>
<th>DECEMBER 2007</th>
<th>APRIL 2008</th>
</tr>
</thead>
<tbody>
<tr>
<td>S M T W T F S</td>
<td>S M T W T F S</td>
<td>S M T W T F S</td>
</tr>
<tr>
<td>26 27 28 29 30 31</td>
<td>[23] 24* 25* [26] [27] [28] [29]</td>
<td>27 28 29 30</td>
</tr>
<tr>
<td></td>
<td>[30] [31*]</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SEPTEMBER 2007</th>
<th>JANUARY 2008</th>
<th>MAY 2008</th>
</tr>
</thead>
<tbody>
<tr>
<td>S M T W T F S</td>
<td>S M T W T F S</td>
<td>S M T W T F S</td>
</tr>
<tr>
<td>1</td>
<td>1* 2 3 4 [5]</td>
<td>1 2 3</td>
</tr>
<tr>
<td>2 3* 4 5 6 7 8</td>
<td>[6] 7 8 9 10 11 [12]</td>
<td>4 5 6 7 8 9 10</td>
</tr>
<tr>
<td>23 24 25 26 27 28 29</td>
<td>[27] 28 29 30 31</td>
<td>25 26*</td>
</tr>
<tr>
<td>30</td>
<td></td>
<td>27 28 29 30 31</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>OCTOBER 2007</th>
<th>FEBRUARY 2008</th>
<th>JUNE 2008</th>
</tr>
</thead>
<tbody>
<tr>
<td>S M T W T F S</td>
<td>S M T W T F S</td>
<td>S M T W T F S</td>
</tr>
<tr>
<td>1 2 3 4 5 6</td>
<td>1 [2]</td>
<td>1 2 3 4 5 6 [7]</td>
</tr>
<tr>
<td>21 22 23 24 25 26 27</td>
<td>17 18* 19 20 21 22 23</td>
<td>[22] 23 24 25 26 [27] [28]</td>
</tr>
<tr>
<td>28 29 30 31</td>
<td>24 25 26 27 28 29</td>
<td>[29] 30</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Fall</th>
<th>Spring</th>
<th>Flex Days</th>
<th>Summer I</th>
<th>Summer II</th>
<th>Winter Session</th>
<th>No Classes</th>
</tr>
</thead>
<tbody>
<tr>
<td>{}</td>
<td>- Staff Development Flex Days – Campus Remains Open – Classes not in session</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>[]</td>
<td>- Campus Closed</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>*</td>
<td>- Holidays (Management, Faculty, Staff, Students)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>( )</td>
<td>- Campus Remains Open – Classes not in session</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Board Approved: June 27, 2006
### Summer Session —------------------------------- 2008

<table>
<thead>
<tr>
<th>JUNE 2008</th>
<th>JULY 2008</th>
<th>AUGUST 2008</th>
</tr>
</thead>
<tbody>
<tr>
<td>S</td>
<td>M</td>
<td>T</td>
</tr>
</tbody>
</table>

**Six Weeks Session**

June 16 through July 24, 2008

June 23 through July 31, 2008

**Eight Weeks Session**

June 16 through August 7, 2008

---

* - holiday (faculty, staff, students)

[ ] - classes not in session - campus closed

( ) - classes not in session - campus remains open

---

**Summer Schedule – 2008**

The 4-day, 8-hour a day workweek for classified and administrative employees will begin Monday, June 16, 2008 and end Thursday, August 7, 2008. Fridays are non-working days during this 8-week period.

Board Approved: June 27, 2006
<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
<th>Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Semester Classes Begin</td>
<td>Saturday</td>
<td>2007</td>
</tr>
<tr>
<td>Weekday Classes Begin</td>
<td>Monday</td>
<td>2007</td>
</tr>
<tr>
<td>Labor Day Holiday, Campus Closed</td>
<td>Monday</td>
<td>2007</td>
</tr>
<tr>
<td>First Day to Apply for Graduation and Certificates (Fall)</td>
<td>Monday</td>
<td>2007</td>
</tr>
<tr>
<td>Last Day to Add (Fall Full Semester Courses)</td>
<td>Friday</td>
<td>2007</td>
</tr>
<tr>
<td>Last Day to Drop and Be Eligible for a Refund</td>
<td>Friday</td>
<td>2007</td>
</tr>
<tr>
<td>Mid-Term Classes Begin</td>
<td>Monday</td>
<td>2007</td>
</tr>
<tr>
<td>Veterans Day Holiday (Campus Closed)</td>
<td>Monday</td>
<td>2007</td>
</tr>
<tr>
<td>Thanksgiving Day Holidays/Weekend (Campus Closed)</td>
<td>Thursday</td>
<td>2007</td>
</tr>
<tr>
<td>Fall Semester Ends</td>
<td>Tuesday</td>
<td>2007</td>
</tr>
<tr>
<td>Winter Recess (Campus Closed)</td>
<td>Tuesday</td>
<td>2008</td>
</tr>
<tr>
<td>Winter Holidays (Campus Closed)</td>
<td>Thursday</td>
<td>2008</td>
</tr>
<tr>
<td>New Year’s Holidays (Campus Closed)</td>
<td>Thursday</td>
<td>2008</td>
</tr>
<tr>
<td>Winter Session Classes Begin</td>
<td>Wednesday</td>
<td>2008</td>
</tr>
<tr>
<td>Last Day to Drop and Be Eligible for a Refund</td>
<td>Tuesday</td>
<td>2008</td>
</tr>
<tr>
<td>Last Day to Add</td>
<td>Wednesday</td>
<td>2008</td>
</tr>
<tr>
<td>Last Day to Drop Without Notation on Permanent Record</td>
<td>Monday</td>
<td>2008</td>
</tr>
<tr>
<td>Martin Luther King Holiday</td>
<td>Saturday</td>
<td>2008</td>
</tr>
<tr>
<td>First Day to Apply for Graduation and Certificates (Spring)</td>
<td>Friday</td>
<td>2008</td>
</tr>
<tr>
<td>Last Day to Drop with a “W”</td>
<td>Tuesday</td>
<td>2008</td>
</tr>
<tr>
<td>Winter Session Classes End</td>
<td>Tuesday</td>
<td>2008</td>
</tr>
<tr>
<td>(Weekend classes are not held during Winter Session)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Spring Semester Classes Begin</td>
<td>Wednesday</td>
<td>2008</td>
</tr>
<tr>
<td>Major Staff Development Flex Days</td>
<td>Wednesday</td>
<td>2008</td>
</tr>
<tr>
<td>Lincoln’s Day Holiday (Campus Closed)</td>
<td>Wednesday</td>
<td>2008</td>
</tr>
<tr>
<td>Spring Semester Classes Begin</td>
<td>Wednesday</td>
<td>2008</td>
</tr>
<tr>
<td>Weekday Classes Begin</td>
<td>Wednesday</td>
<td>2008</td>
</tr>
<tr>
<td>Washington’s Day Holiday, Campus Closed</td>
<td>Wednesday</td>
<td>2008</td>
</tr>
<tr>
<td>Last Day to Add (Full Semester Courses)</td>
<td>Wednesday</td>
<td>2008</td>
</tr>
<tr>
<td>Last Day To Drop and Be Eligible for a Refund</td>
<td>Friday</td>
<td>2008</td>
</tr>
<tr>
<td>Active Enrollment Census</td>
<td>Saturday</td>
<td>2008</td>
</tr>
<tr>
<td>Last Day to Drop Without Notation on Permanent Record</td>
<td>Monday</td>
<td>2008</td>
</tr>
<tr>
<td>Spring Recess (Faculty &amp; Students)</td>
<td>Saturday</td>
<td>2008</td>
</tr>
<tr>
<td>Observance of Cesar Chavez Day</td>
<td>Saturday</td>
<td>2008</td>
</tr>
<tr>
<td>Mid-Term Classes Begin</td>
<td>Saturday</td>
<td>2008</td>
</tr>
<tr>
<td>Last Day to Drop with a “W”</td>
<td>Saturday</td>
<td>2008</td>
</tr>
<tr>
<td>Memorial Day Holiday, Campus Closed</td>
<td>Saturday</td>
<td>2008</td>
</tr>
<tr>
<td>Graduation</td>
<td>Saturday</td>
<td>2008</td>
</tr>
<tr>
<td>Spring Semester Ends</td>
<td>Saturday</td>
<td>2008</td>
</tr>
</tbody>
</table>
### Summer Sessions – 2008

#### First Six-Week Session
- First Six-Week Session Begins: Monday, June 16, 2008
- Last Day to Drop and Be Eligible for a Refund: Thursday, June 19, 2008
- Last Day to Add: 2008
- Last Day to Drop Without Notation on Permanent Record: 2008
- Independence Day Holiday (Campus Closed): Thursday, July 3, 2008
- Last Day to Drop with a “W”: 2008
- First Six-Week Session Ends: Thursday, July 24, 2008

#### Second Six-Week Session
- Second Six-Week Session Begins: Monday, June 23, 2008
- Last Day to Drop and Be Eligible for a Refund: 2008
- Last Day to Add: 2008
- Independence Day Holiday (Campus Closed): Thursday, July 3, 2008
- Last Day to Drop Without Notation on Permanent Record: 2008
- Last Day to Drop with a “W”: 2008
- Second Six-Week Session Ends: Thursday, July 31, 2008

#### Eight Week Session
- Eight Week Session Begins: Monday, June 16, 2008
- Last Day to Drop and Be Eligible for a Refund: Thursday, June 19, 2008
- Last Day to Add: 2008
- Independence Day Holiday (Campus Closed): Thursday, July 3, 2008
- Last Day to Drop Without Notation on Permanent Record: 2008
- Last Day to Drop with a “W”: 2008
- Eight Week Session Ends: Thursday, August 7, 2008

### Saturdays & Sundays – No Classes – 2007-2008

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th>Spring Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>November 24 &amp; 25, 2007</td>
<td>April 5, 2008</td>
</tr>
</tbody>
</table>
EL CAMINO COMMUNITY COLLEGE DISTRICT
SCHOOL YEAR CALENDAR 2007-2008
EIGHT-WEEK COURSE DATES

FALL 2007

First Eight Weeks
August 25 through October 19

Second Eight Weeks
October 20 through December 14

SPRING 2008

First eight Weeks
February 9 through April 4

Second Eight Weeks
April 12 through June 6

Board Approved: November 20, 2006
<table>
<thead>
<tr>
<th>Holiday</th>
<th>Day</th>
<th>Month</th>
</tr>
</thead>
<tbody>
<tr>
<td>Independence Day Holiday</td>
<td>Wednesday</td>
<td>July 4</td>
</tr>
<tr>
<td>Labor Day Holiday</td>
<td>Monday</td>
<td>September 3</td>
</tr>
<tr>
<td>Veterans Day Holiday</td>
<td>Monday</td>
<td>November 12</td>
</tr>
<tr>
<td>Thanksgiving Holiday</td>
<td>Thursday</td>
<td>November 22</td>
</tr>
<tr>
<td>Local Holiday</td>
<td>Friday</td>
<td>November 23</td>
</tr>
<tr>
<td>Local Holiday</td>
<td>Monday</td>
<td>December 24</td>
</tr>
<tr>
<td>Christmas Holiday</td>
<td>Tuesday</td>
<td>December 25</td>
</tr>
<tr>
<td>Local Holiday</td>
<td>Monday</td>
<td>December 31</td>
</tr>
<tr>
<td>New Year’s Holiday</td>
<td>Tuesday</td>
<td>January 1</td>
</tr>
<tr>
<td>Martin Luther King’s Holiday</td>
<td>Monday</td>
<td>January 21</td>
</tr>
<tr>
<td>Lincoln’s Holiday</td>
<td>Friday</td>
<td>February 8</td>
</tr>
<tr>
<td>Washington’s Holiday</td>
<td>Monday</td>
<td>February 18</td>
</tr>
<tr>
<td>Memorial Day Holiday</td>
<td>Monday</td>
<td>May 26</td>
</tr>
</tbody>
</table>

Board Approved: November 20, 2006
A. AB 2910 – Quarterly Fiscal Status Reports .............................................................. 32
B. Summary of Adjustments to Final Budget 2006-07 .................................................. 33
C. Bid 2006-7/Carpet and Flooring ............................................................................... 34
D. Resolution .................................................................................................................. 34
E. Information ................................................................................................................ 35
F. Purchase Orders and Blanket Purchase Orders ......................................................... 35
Administrative Services

A. **AB 2910 - QUARTERLY FISCAL STATUS REPORTS**

It is recommended that the Board of Trustees receive the following Quarterly Financial Status Report for the quarter ending September 30, 2006.

AB 2910, Chapter 1486, Statutes of 1986, requires that California community college districts report quarterly on their financial condition.

The report is to be reviewed by the District governing board at a regularly scheduled meeting and entered into the minutes of the meeting. Within five working days following the governing board meeting, the fiscal year status report and a copy of a report of the district's financial condition are to be submitted to the Chancellor's Office and the County Superintendent of Schools. The quarterly reports will be reviewed and districts will be notified if further action is necessary.

The report for September 30, 2006, is shown on the following Quarterly Financial Status Report for General Fund-Unrestricted (11) and General Fund-Restricted (12).

**FISCAL YEAR 2006-07**

**Quarter Ended (Q1) September 30, 2006**

<table>
<thead>
<tr>
<th>General Fund</th>
<th>2006-07 Budget</th>
<th>Year-to-Date Actuals</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>INCOME</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Federal</td>
<td>$3,214,446</td>
<td>$104,520</td>
<td>3.25%</td>
</tr>
<tr>
<td>State</td>
<td>77,339,221</td>
<td>21,747,023</td>
<td>28.12%</td>
</tr>
<tr>
<td>Local</td>
<td>37,136,916</td>
<td>6,428,911</td>
<td>17.31%</td>
</tr>
<tr>
<td>Interfund Transfers</td>
<td>458,367</td>
<td>68,367</td>
<td>14.92%</td>
</tr>
<tr>
<td><strong>Total Income</strong></td>
<td>$118,148,950</td>
<td>$28,348,821</td>
<td></td>
</tr>
</tbody>
</table>

| **APPROPRIATIONS** |                |                      |            |
| Academic Salaries  | $45,063,788    | $5,481,972           | 12.16%     |
| Classified Salaries| 28,438,228     | 4,597,475            | 16.17%     |
| Staff Benefits     | 18,001,179     | 3,336,202            | 18.53%     |
| Supplies/Books     | 2,804,253      | 304,368              | 10.85%     |
| Other Operating Expenses | 15,916,695 | 2,471,365            | 15.53%     |
| Capital Outlay     | 2,359,042      | 91,753               | 3.89%      |
| Other Outgo        | 4,091,972      | 1,827,750            | 44.67%     |
| **Total Appropriations** | $116,675,157 | $18,110,885          | 15.52%     |

**Net Revenues**

|                | $1,473,793 | $10,237,936 |

Board of Trustees Agenda November 20, 2006
B. SUMMARY OF ADJUSTMENTS TO FINAL BUDGET 2006-07

It is recommended that approval be given to make adjustments to the 2006-07 General Fund Unrestricted expenditures as outlined below. These changes within expenditure categories have no impact on the final total budget amount approved at the September 5, 2006, Board of Trustees meeting.

Subsequent to the approval of the 2006-07 budget, the Vice President of Administrative Services completed a staffing position control analysis of all current full-time budgeted positions and reviewed all other salary and non-salary accounts. Changes to salary accounts and adjustments to non-salary accounts resulted in the amendments as presented. In addition, please note a substantial dollar amount of the changes are reflective of the District’s allocation of one-time funds as noted by the transfer of budget dollars from account 5910, Other Program Services, to the appropriate expenditure accounts. The combination of these adjustments will result in a zero net change to the total appropriations for 2006-07.

Summary of Adjustments to Final Budget 2006-07

FUND: 11 - General Fund Unrestricted

<table>
<thead>
<tr>
<th>GL Acct</th>
<th>Description</th>
<th>Adopted Budget</th>
<th>Adjustments</th>
<th>Revised Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>11xx</td>
<td>Instr Salaries, Regular</td>
<td>$ 23,349,994</td>
<td>$</td>
<td>$ 23,349,994</td>
</tr>
<tr>
<td>12xx</td>
<td>Non-Instr Salaries, Regular</td>
<td>5,678,033</td>
<td>56,000</td>
<td>5,734,033</td>
</tr>
<tr>
<td>13xx</td>
<td>Instr Salaries-Non-Regular</td>
<td>13,223,454</td>
<td></td>
<td>13,223,454</td>
</tr>
<tr>
<td>14xx</td>
<td>Non-Instr Salaries, Non-Regular</td>
<td>673,818</td>
<td>72,552</td>
<td>746,370</td>
</tr>
<tr>
<td>21xx</td>
<td>Non-Instr Salaries, Regular</td>
<td>18,240,240</td>
<td>41,000</td>
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<td>Instr Supplies</td>
<td>658,955</td>
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</table>
C. **BID 2006-7/CARPET AND FLOORING**

It is recommended that the Board approve the award to C & A Floorcoverings, Inc., for the purchase and installation of carpet and flooring for rooms throughout the campus. Included are all of the labor, materials, tools, and equipment necessary to perform the work.

The authority for this purchase is made possible through the cooperative purchasing (piggybacking) provision of the Val Verde Unified School District Bid No. 0506-01, Board awarded, March 25, 2003. Term of contract may be extended annually through March 12, 2008, based on mutual agreement between the District and C & A Floorcoverings. Purchase and installation of carpet is considered a Public Works contract as defined in Section 1101 of the Public Contract Code and as such shall require documentation associated with Public Works prior to each work performed.

D. **RESOLUTION - WITHDRAWAL FROM SCHOOLS EXCESS LIABILITY FUND (SELF) JPA**

It is recommended that the Board of Trustees approve the notification of the District’s intent to withdraw from the SELF JPA effective July 1, 2007, per the recommendation of the Statewide Association of Community Colleges (SWACC) JPA – an unrelated JPA. This recommendation is based upon an independent financial auditor’s concern of the deteriorating financial condition of SELF. SWACC’s coverage counsel has noted a number of inconsistencies in the coverage that could result in millions of dollars in uninsured losses to the District. Upon notification of
withdrawal, the District will seek other insurance for excess liability coverage ($5,000,000 to $20,000,000).

Resolution of the Board of Trustees of the
El Camino Community College District
Notice of Withdrawal from
Schools Excess Liability Fund JPA

WHEREAS, California school districts need to maintain fiscally stable excess liability coverage to protect their agency against unforeseen liability claims; and

The District presently has $5,000,000 in liability limits through its membership in the Southern California Regional Liability Excess Fund Joint Powers Authority; and

The District desires to seek alternative quotations for additional limits of liability and

In order for the District to be able to make an informed decision on this matter, it must give notice of withdrawal to the Schools Excess Liability Fund Joint Powers Authority by December 31, 2006.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of El Camino Community College District notifies the Schools Excess Liability Fund Joint Powers Authority of its intent to withdraw from that Joint Powers Authority effective July 1, 2007.

E. INFORMATION

In compliance with a new Federal requirement from the Department of Homeland Security (DHS), under Homeland Security Presidential Directive (HSPD)-5, Management of Domestic Incidents, the District has entered into an agreement with Emergency Planning Consultants (Carolyn Jean Harshman). The consultant will assist the District with emergency planning and preparedness to assure compliance with the new federal requirement, and with converting the California and ECC Standardized Emergency Management Systems (SEMS) with the new Federal National Incident Management Systems (NIMS). The project includes, but is not limited to, complete revision of a Hazard Analysis and Capability Assessment, a District Emergency Operations Plan and Emergency Operations Center Manual, Training and Exercise Program, and a Hazard Mitigation Plan. The project will be funded through the Southern California Community College District/Joint Powers Authority (SCCCD/JPA).

F. PURCHASE ORDERS AND BLANKET PURCHASE ORDERS

It is recommended that all purchase orders and blanket purchase orders be ratified as shown. Purchase orders and blank purchase orders have been separated by fund as follows.

<table>
<thead>
<tr>
<th>Fund 11</th>
<th>General Fund</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fund 12</td>
<td>General Restricted</td>
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<td>Capital Outlay Projects</td>
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<td>P.O. Number</td>
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<tr>
<td>Fund: 11</td>
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<td>Office Max A Boise Company</td>
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<td>Konica Minolta Business Solutions</td>
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| P0090792 | Ronald W. Way | Adv Aerospace Manuf | Travel And Conference Exp | $305.02  
| P0090798 | Lucinda Aborn | WRIEC Year 1 | Non-Instruct Supplies | $202.50  
| P0090800 | Pauline Annarino | WRIEC Year 1 | Non-Instruct Supplies | $809.64  
| P0090808 | Bozena Morton | Univ - Silesia, Cieszy | Travel And Conference Exp | $400.00  
| P0090811 | Staybridge Suites | Univ - Silesia, Cieszy | Travel And Conference Exp | $2,850.24  
| P0090813 | CCS Presentation Systems, Inc. | MESA Program | New Equipment - Noninstruc | $1,228.48  
| P0090814 | Delphin Computer Supply | MESA Program | New Equipment - Noninstruc | $622.45  
| P0090818 | Johnstone Supply | VATEA I&T | Instructional Supplies/Lo | $2,048.67  
| P0090821 | American Express Travel | SBDC CITD | Transportation/ Mileage | $174.60  
| P0090825 | Pauline Annarino | WRIEC Year 1 | Non-Instruct Supplies | $73.58  
| P0090835 | Mass Press | Women in Ind. & Tech | Non-Instruct Supplies | $59.48  
| P0090836 | CCS Presentation Systems, Inc. | MESA Program | New Equipment - Noninstruc | $1,228.48  
| P0090841 | Little Company of Mary Health | Parking-Student Perm | Other Services And Expense | $41.00  
| P0090843 | Virco Manufacturing Corp. | MESA Program | New Equipment - Noninstruc | $2,895.66  
| P0090849 | Boise Cascade | MESA Program | New Equipment - Noninstruc | $1,075.10  
| P0090850 | American Express Travel | EOPS CARE | Conferences Other | $118.60  
| P0090852 | L. A. Area Chamber of Commerce | SBDC CITD | Conferences Mgmt | $100.00  
| P0090857 | Riverside Community College | Contract Education | Conferences Mgmt | $60.00  
| P0090858 | EWDP Support Services | WPLRC State Leaders | Conferences Mgmt | $150.00  
| P0090860 | Argo World Travel Inc. | Global Experience | Conferences Mgmt | $352.90  
| P0090866 | American Express Travel | EOPS | Conferences Mgmt | $726.00  
| P0090868 | School Specialty Inc. | Title V ECC/SMC Acti | Non-Instruct Supplies | $104.64  
| P0090870 | Lakeshore Learning Materials | Title V ECC/SMC Acti | Non-Instruct Supplies | $451.09  
| P0090873 | Lern Conferences | Contract Education | Conferences Mgmt | $295.00  
| P0090877 | Pacific Parking Systems, Inc. | Parking-Student Perm | New Equipment - Noninstruc | $133.25  
| P0090879 | Hyatt Regency Sacramento | EOPS | Conferences Mgmt | $1,314.99  
| P0090880 | Centinela Freeman Community | Centinela Freeman Co | Contributions | $5,000.00  
| P0090902 | American Express Travel | Community Advancement | Transportation/ Mileage | $264.60  
| P0090905 | Beata Oelszlaeger | Univ - Silesia, Cieszy | Travel And Conference Exp | $805.00  
| P0090906 | Jadwiga Mazur | Univ - Silesia, Cieszy | Travel And Conference Exp | $805.00  
| P0090908 | Monster.Com | Community Advancement | Multi Media Advertising | $350.00  
| P0090913 | Us Armor Corp | Parking-Student Perm | New Equipment - Noninstruc | $700.16  
| P0090916 | Allen C. Perlstein | Title V ECC/SMC Acti | Non-Instruct Supplies | $177.24  
| P0090927 | Bob Lee's Automotive Center | Parking-Student Perm | Repairs Non Instr | $70.80  
| P0090928 | Boise Cascade | Parking-Student Perm | Non-Instruct Supplies | $56.68  
| P0090930 | Sirchie Fingerprint Lab | Parking-Student Perm | Non-Instruct Supplies | $306.23  
| P0090938 | Beata Oelszlaeger | Univ - Silesia, Cieszy | Travel And Conference Exp | $110.00  
| P0090941 | Jadwiga Mazur | Univ - Silesia, Cieszy | Travel And Conference Exp | $61.75  

Board of Trustees Agenda November 20, 2006  
Page 4
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**Fund 62 Total:** $18,497.94

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**Fund 72 Total:** $3,900.00

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**Fund: 82 Scholarships & Trust**

| P0090871 | Three Star Promotions | Health Sciences | Fundraising | $1,604.27 |
| P0090872 | Offside Soccer | Health Sciences | Fundraising | $438.41 |
| P0090886 | Soccer Central | Health Sciences | Fundraising | $441.66 |
| P0090986 | Soccer Central | Health Sciences | Fundraising | $805.04 |
| P0091018 | Linda Lew | Trust Career Expo | Fundraising | $18.80 |
| P0091019 | Patricia S. Kawashiri | Trust Career Expo | Fundraising | $88.29 |
| P0091021 | Statement Shirts | Health Sciences | Fundraising | $518.47 |
| P0091022 | Soccer Central | Health Sciences | Fundraising | $1,736.83 |
| P0091035 | Amazing Balloons | Trust Career Expo | Fundraising | $227.92 |
| P0091161 | S & B Food Services | Trust Career Expo | Fundraising | $350.00 |

**Fund: 82 Total: 10**

**Funds Total: 281**

**$360,896.05**

**Fund: 11 Unrestricted - El Camino**

<p>| B0097590 | ECCD Petty Cash | Div Office Instr. Se | Library Books | $600.00 |
| B0097596 | Higheredjobs.Com | Human Resources | Multi Media Advertising | $1,895.00 |
| B0097601 | Torrance Postmaster | Public Information | Postage | $5,000.00 |
| B0097603 | Mid City Mailing Ser | Ed &amp; Community Devel | Multi Media Advertising | $750.00 |
| B0097608 | ECCD Petty Cash | Job Placement | Non-Instruct Supplies | $300.00 |
| B0097609 | K-Mozart 105.1 Fm | Ctr for Arts Promo | Multi Media Advertising | $8,500.00 |
| B0097617 | ACC Church News | Ctr for Arts Promo | Multi Media Advertising | $3,600.00 |
| B0097618 | Los Angeles Sentinel | Ctr for Arts Promo | Multi Media Advertising | $2,500.00 |
| B0097619 | Alfonso M. Pimentel | Student Affairs | Contract Services | $400.00 |
| B0097620 | ECCD Petty Cash | Div Office Instr. Se | Instructional Supplies/Lo | $200.00 |
| B0097627 | School Services | Institutional Service | Contract Services | $1,200.00 |
| B0097628 | Dowden Associates | Resource Developm./G | Contract Services | $13,950.00 |
| B0097629 | Xerox Corporation | Ctr for Arts Promo | Multi Media Advertising | $3,000.00 |</p>
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| B0097598 | Sysco Food Services | CDC Instructional Supplies/Lo | $1,000.00 |

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| Funds Total: | 39 | $127,052.93 |

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<td>C</td>
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<tr>
<td>M</td>
<td>Purchase Orders and Blanket Purchase Orders</td>
<td>51</td>
</tr>
</tbody>
</table>

* Change made during board meeting.
Administrative Services – Measure E Bond Fund

A. CITIZENS’ BOND OVERSIGHT COMMITTEE MEETING CALENDAR 2006-2007

Meetings will be held in the Boardroom at 3:00 PM on the following dates:

January 24, 2007
March 14, 2007
May 23, 2007

B. CATEGORY BUDGETS AND BALANCES

The following table reports Measure E expenditures and commitments through October 31, 2006.

GENERAL OBLIGATION BOND FUND CATEGORIES AND PROJECTS SUMMARY

<table>
<thead>
<tr>
<th>CATEGORY</th>
<th>BUDGET</th>
<th>EXPENDED</th>
<th>COMMITTED</th>
<th>BALANCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Additional Classrooms and Modernization (ACM)</td>
<td>175,871,183</td>
<td>22,227,829</td>
<td>26,068,936</td>
<td>127,574,418</td>
</tr>
<tr>
<td>Campus Site Improvements (CSI)</td>
<td>24,467,231</td>
<td>1,452,271</td>
<td>588,819</td>
<td>22,426,142</td>
</tr>
<tr>
<td>Energy Efficiency Improvements (EEI)</td>
<td>3,033,653</td>
<td>76,865</td>
<td>631,643</td>
<td>2,325,145</td>
</tr>
<tr>
<td>Health and Safety Improvements (HSI)</td>
<td>134,755,489</td>
<td>9,001,247</td>
<td>1,687,927</td>
<td>124,066,315</td>
</tr>
<tr>
<td>Information Technology and Equipment (ITE)</td>
<td>55,567,921</td>
<td>5,244,145</td>
<td>148,009</td>
<td>50,175,766</td>
</tr>
<tr>
<td>Physical Education Facilities Improvements (PEFI)</td>
<td>1,707,049</td>
<td>0.00</td>
<td>0.00</td>
<td>1,707,049</td>
</tr>
<tr>
<td>Refunding Income</td>
<td>5,980,713</td>
<td>0.00</td>
<td>0.00</td>
<td>5,980,713</td>
</tr>
<tr>
<td>TOTAL</td>
<td>401,383,239</td>
<td>38,002,357</td>
<td>29,125,334</td>
<td>334,255,548</td>
</tr>
</tbody>
</table>

C. FINAL PROJECT PROPOSAL – SOCIAL SCIENCE REMODEL FOR EFFICIENCY

It is recommended that the Board of Trustees approve submittal to the Office of the Chancellor of the California Community College System (System Office), a Final Project Proposal (FPP) to renovate and modernize the Social Science Building.

Background: The Board of Trustees June 19, 2006 meeting agenda contained an information item detailing El Camino Community College District’s 2008 – 2012 Five Year Capital Construction Plan submittal to the System Office. Included in the Five Year Plan is the project titled Social Science Remodel for Efficiency. The System Office will consider providing funding for this project provided an FPP is approved by the Board of Trustees and submitted.
Administrative Services – Measure E Bond Fund

Project: The purpose of this project is to renovate and modernize the Social Science Building. The building was built in 1960 and is 34,081 gross square feet in size. The cost of the proposed work is $11,248,000. The System Office and the District will each fund 50% of the cost. The District’s share of the cost would be provided from Measure E funding. Design of this project would start in the 2008-2009 budget year with construction planned to begin 2010.

D. REJECTION OF BID PROTEST – BID 2006-4 LEARNING RESOURCE CENTER CONSTRUCTION

It is recommended the Board of Trustees adopt the Vice President of Administrative Services’ decision to reject the bid protest submitted by T.B. Penick & Sons, Inc. in relation to the Learning Resource Center construction project. Upon review and evaluation, it has been determined the issues expressed are not sufficient to agree with the bid protest.

E. BID 2006-4 LEARNING RESOURCE CENTER CONSTRUCTION

It is recommended that the following contractors be awarded contracts for the respective trades related to the construction of the Learning Resource Center, in accordance with specifications, terms, and conditions of the above-named bid.

<table>
<thead>
<tr>
<th>Bid Package</th>
<th>Bid Package Description</th>
<th>Low Bidder</th>
<th>Bid Award Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-1</td>
<td>Final Clean up</td>
<td>M N Z Janitorial Services</td>
<td>$27,845</td>
</tr>
<tr>
<td>1-2</td>
<td>Demolition</td>
<td>Doja Inc.</td>
<td>$677,000</td>
</tr>
<tr>
<td>2-2</td>
<td>Landscape</td>
<td>Martinez Landscape</td>
<td>$105,414</td>
</tr>
<tr>
<td>3-1</td>
<td>Concrete</td>
<td>Frederick Towers</td>
<td>$1,074,000</td>
</tr>
<tr>
<td>4-1</td>
<td>Masonry</td>
<td>Southern Counties Quality Masonry</td>
<td>$519,000</td>
</tr>
<tr>
<td>5-1</td>
<td>Structural Steel</td>
<td>Plas-Tal</td>
<td>$1,495,000</td>
</tr>
<tr>
<td>6-1</td>
<td>Finish Carpentry</td>
<td>K &amp; Z Cabinet Co. Inc.</td>
<td>$116,998</td>
</tr>
<tr>
<td>7-1</td>
<td>Roofing</td>
<td>Letner Roofing</td>
<td>$250,000</td>
</tr>
<tr>
<td>7-2</td>
<td>Sheet Metal</td>
<td>No Bids; Budget Placeholder</td>
<td>$83,915</td>
</tr>
<tr>
<td>8-1</td>
<td>Glass &amp; Glazing</td>
<td>Padua Glass Enterprises, Inc.</td>
<td>$441,700</td>
</tr>
<tr>
<td>9-1</td>
<td>Metal Framing</td>
<td>Superior Wall Systems, Inc.</td>
<td>$1,549,720</td>
</tr>
<tr>
<td>9-2</td>
<td>Ceramic Tile</td>
<td>R&amp;S Floor Coverings</td>
<td>$56,126</td>
</tr>
<tr>
<td>9-3</td>
<td>Acoustical Ceiling</td>
<td>Performance Contracting</td>
<td>$159,400</td>
</tr>
<tr>
<td>9-4</td>
<td>Flooring</td>
<td>R&amp;S Floor Coverings</td>
<td>$103,684</td>
</tr>
<tr>
<td>9-5</td>
<td>Painting</td>
<td>Industry Coatings</td>
<td>$94,600</td>
</tr>
<tr>
<td>10-1</td>
<td>Misc. Specialties</td>
<td>Inland Building Companies</td>
<td>$85,600</td>
</tr>
</tbody>
</table>
Administrative Services – Measure E Bond Fund

<table>
<thead>
<tr>
<th>Item</th>
<th>Work Description</th>
<th>Contractor</th>
<th>Bid Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>10-2</td>
<td>Toilet Partitions</td>
<td>Stumbaugh &amp; Associates, Inc.</td>
<td>$18,132</td>
</tr>
<tr>
<td>14-1</td>
<td>Elevators</td>
<td>Braaksma Construction</td>
<td>$187,000</td>
</tr>
<tr>
<td>15-1</td>
<td>Fire Sprinklers</td>
<td>Qualco</td>
<td>$217,848</td>
</tr>
<tr>
<td>15-2</td>
<td>Plumbing</td>
<td>H.L. Moe</td>
<td>$419,416</td>
</tr>
<tr>
<td>15-3</td>
<td>HVAC</td>
<td>PPC</td>
<td>$725,725</td>
</tr>
<tr>
<td>16-1</td>
<td>Electrical</td>
<td>S.H. Fish Electric</td>
<td>$865,000</td>
</tr>
</tbody>
</table>

**TOTAL** $9,273,123

The original budget for this project was $7,100,000.

**F. REJECTION OF BID PROTEST – BID 2006-5 PHASE 1 INFRASTRUCTURE PROJECT**

*Change made during board meeting.*

It is recommended the Board of Trustees adopt the Vice President of Administrative Services’ decision to reject the bid protest submitted by ARB, Inc. in relation to the Phase 1 Infrastructure Project. Upon review and evaluation, it has been determined the issues expressed are not sufficient to agree with the bid protest.

**G. BID 2006-5 PHASE 1 INFRASTRUCTURE PROJECT**

It is recommended that the following low bidder be awarded the contract for bid package 2006-5 for Phase 1 Infrastructure Project, in accordance with specifications, terms and conditions of the above-named bid. In Phase 1 of a 3-phase project designed to deliver underground utilities to campus buildings, the total cost for all three phases is estimated to be $43,750,000. It is anticipated that the total project cost (Phase 1, 2, and 3) will exceed the original Master Plan budget of $38,925,593.

<table>
<thead>
<tr>
<th>BPO</th>
<th>Vendor</th>
<th>Bid Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>TBD</td>
<td>Mel Smith Electric, Inc.</td>
<td>$10,790,000</td>
</tr>
<tr>
<td></td>
<td>Other Bidders: ARB, Inc.</td>
<td>$13,930,000</td>
</tr>
</tbody>
</table>

**H. BID 2006-6 HUMANITIES HAZARDOUS MATERIALS ABATEMENT**

It is recommended that the following contractor be awarded the contract for bid package 2006-6 for removal of hazardous materials in the remaining Humanities offices, classrooms and related areas, in accordance with specifications, terms and conditions of the above-named bid.

<table>
<thead>
<tr>
<th>BPO</th>
<th>Vendor</th>
<th>Bid Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>TBD</td>
<td>Marcor Remediation, Inc.</td>
<td>$135,000</td>
</tr>
<tr>
<td></td>
<td>Other Bidders: Envirocon, Inc.</td>
<td>$170,000</td>
</tr>
</tbody>
</table>
Administrative Services – Measure E Bond Fund

Miller Environmental, Inc. $172,000
Teg Lui Environmental $143,200

I. NOTICE OF JOB COMPLETION – CIRCULATING AIR

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 bid and accepted by a District representative.

1. Project Vendor Contract Amount
Science Complex Renovation Circulating Air $3,716,059
Bid #:2002-8/#15-3

J. CONTRACT - STATEWIDE EDUCATIONAL WRAP-UP (INSURANCE) PROGRAM (SEWUP)

Contractor Dates of Service Contract Amount:
Keenan and Associates 11/1/06-11/1/07 $332,459

The contractor will provide the District’s Owner Controlled Insurance Program (OCIP) for the Learning Resource Center (LRC) Construction Project under its Statewide Educational Wrap-Up Program (SEWUP) by providing and administering the primary insurance for the project. All premiums and coverage (General Liability, Workers’ Compensation, Pollution Liability, etc.) are paid by the District and are included in the project budget. This SEWUP Insurance Program is comprised of a consortium of community colleges for the purpose of reducing the insurance costs of major construction projects.

K. CONTRACT – CHEVRON ENERGY SOLUTIONS AND ACCO ENGINEERED SYSTEMS

It is recommended the Board of Trustees approve entering into a contract with the joint venture of Chevron Energy Solutions and ACCO Engineered Systems to construct the Central Plant Project according to the plans and specifications of Request for Proposal #06-005.

Government Code 4217 gives public agencies the ability to procure energy conservation projects though a selection and negotiation process. The Central Plant qualifies as such a project and this procurement process was used.

Proposals were solicited from 17 firms. Four firms responded with proposals. Three firms were interviewed by a panel of District managers and project staff. The fourth firm was not interviewed because the cost of its proposal was significantly higher than the three firms interviewed.

Chevron Energy Solutions and ACCO Engineered Systems was selected based upon the judgment of the selection panel that its proposal represented the best value to the District.
Administrative Services – Measure E Bond Fund

The primary factors considered in making selection included price, the vendor’s prior experience with this type of project and the experience and expertise of the proposed project team.

The low proposal was not selected because:
1. The firm failed to demonstrate prior experience in similar projects.
2. The presentation of a value engineering proposal that would have required DSA approval that would have resulted in a timely and costly delay.

**Dates of Service:** November 21, 2006 though March 31, 2008.

**Cost:** Not to Exceed $12,245,000.

**Other Vendors:** Honeywell Building Solutions - $17,250,000, Southland Industries - $13,998,000, Compass Energy Solutions - $11,482,000

**L. CHANGE ORDER – HUMANITIES BUILDING**

It is recommended that the contracts of the prime trade contractors listed below be adjusted by the amounts indicated due to the design changes.

<table>
<thead>
<tr>
<th>Contractor</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>PP&amp;C, Inc.</td>
<td>$10,758</td>
</tr>
<tr>
<td>SH Fish Electric</td>
<td>$ 1,250</td>
</tr>
<tr>
<td>$42,724</td>
<td></td>
</tr>
<tr>
<td>K &amp; Z Cabinet</td>
<td>$175</td>
</tr>
<tr>
<td>PP&amp;C, Inc.</td>
<td>$648</td>
</tr>
<tr>
<td>Padua Glass ($3,920)</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$51,635</strong></td>
</tr>
</tbody>
</table>

1. Relocate the janitor’s closet sinks and drinking fountains on the first, second, and third floors.
2. Change light fixture type from 2’x 4’ to 1’x 4’ in the Intermediate Distribution Frame and Janitors Rooms on the first, second, and third floors; and provide four (4) additional electrical double duplex receptacles and four (4) combination telephone/data outlets in two offices.
3. Relocate three (3) groups of power, data and AV furniture connections from the walls to floor devices in ten classrooms. Provide three (3) floor pass throughs or boxes per room for ten classrooms.
4. Installation of dishwasher in Room 224 Staff Lounge is deleted. Plumbing for dishwasher to remain capped. At center of west wall, provide ½” water supply at +24” capped with chrome access cover plate.
5. Provide finished cabinet faces all three (3) sides where dishwasher was deleted.
6. Change twelve (12) 38” x 52” and eleven (11) 38” x 46” translucent glass panels and replace with 1’ insulated vision panels.
The following purchase orders have been issued in accordance with the District’s purchasing policy and authorization of the Board of Trustees. It is recommended that the following purchase orders for Measure “E” expenditures be ratified and that payment be authorized upon delivery and acceptance of the items or services ordered.

<table>
<thead>
<tr>
<th>P.O. Number</th>
<th>Vendor Name</th>
<th>Site Name</th>
<th>Description</th>
<th>P.O. Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>P0090903</td>
<td>Culver Newlin Inc.</td>
<td>Behavioral/Social Science</td>
<td>New Equipment</td>
<td>$6,549.13</td>
</tr>
<tr>
<td>P0091175</td>
<td>McMaster Carr</td>
<td>Facilities Planning</td>
<td>New Equipment</td>
<td>$1,215.98</td>
</tr>
<tr>
<td>P0099048</td>
<td>The Ochoa &amp; Moore Law Firm</td>
<td>Temporary Space/Relocation</td>
<td>Legal -Bond Projects</td>
<td>$10,453.04</td>
</tr>
<tr>
<td>P0099049</td>
<td>Division of the State Architect</td>
<td>Remodeling-Phase 3</td>
<td>Architecture &amp; Engineering</td>
<td>$8,645.20</td>
</tr>
<tr>
<td>P0099050</td>
<td>M &amp; K Metal Co.</td>
<td>Science Complex</td>
<td>Buildings</td>
<td>$1,868.08</td>
</tr>
<tr>
<td>P0099051</td>
<td>Prime Stripe</td>
<td>Health Sciences</td>
<td>New Equipment</td>
<td>$7,923.90</td>
</tr>
<tr>
<td>P0099052</td>
<td>Akerman Senterfitt LLP</td>
<td>Humanities Complex</td>
<td>Legal -Bond Projects</td>
<td>$5,666.00</td>
</tr>
<tr>
<td>P0099053</td>
<td>Wickwire Gavin LLP</td>
<td>Master Planning</td>
<td>Legal -Bond Projects</td>
<td>$6,998.42</td>
</tr>
<tr>
<td>P0099054</td>
<td>Vector Resources, Inc.</td>
<td>Temporary Space/Relocation</td>
<td>Buildings</td>
<td>$9,493.55</td>
</tr>
<tr>
<td>P0099055</td>
<td>Allsteel, Inc. C/O: Interservice</td>
<td>Temporary Space/Relocation</td>
<td>Group II Equipment</td>
<td>$9,345.48</td>
</tr>
<tr>
<td>P0099057</td>
<td>Discount Two-Way Radio</td>
<td>Purchasing</td>
<td>New Equipment</td>
<td>$9,417.75</td>
</tr>
<tr>
<td>P0099058</td>
<td>KI c/o Interservice</td>
<td>Temporary Space/Relocation</td>
<td>Group II Equipment</td>
<td>$370.99</td>
</tr>
<tr>
<td>P0099071</td>
<td>O.T.Y., Inc.</td>
<td>Temporary Space/Relocation</td>
<td>Site Improvements</td>
<td>$370.63</td>
</tr>
<tr>
<td>P0099072</td>
<td>Unique Products</td>
<td>Temporary Space/Relocation</td>
<td>Site Improvements</td>
<td>$5,845.50</td>
</tr>
<tr>
<td>P0099073</td>
<td>All American Inspection</td>
<td>Temporary Space/Relocation</td>
<td>Testing &amp; Inspection</td>
<td>$500.00</td>
</tr>
<tr>
<td>P0099074</td>
<td>Division of the State Architect</td>
<td>Temporary Space/Relocation</td>
<td>Architecture &amp; Engineering</td>
<td>$1,089.31</td>
</tr>
<tr>
<td>P0099076</td>
<td>CCS Presentation Systems, Inc.</td>
<td>Behavioral/Social Science</td>
<td>New Equipment</td>
<td>$1,136.01</td>
</tr>
<tr>
<td>P0099077</td>
<td>Interservice</td>
<td>Temporary Space/Relocation</td>
<td>Group II Equipment</td>
<td>$2,285.00</td>
</tr>
<tr>
<td>P0099078</td>
<td>Cole Parmer Instrument Co.</td>
<td>Natural Sciences</td>
<td>New Equipment</td>
<td>$1,755.24</td>
</tr>
<tr>
<td>P0099079</td>
<td>C.W. Driver</td>
<td>Humanities Complex</td>
<td>Professional Services-Bond</td>
<td>$3,000.00</td>
</tr>
<tr>
<td>P0099080</td>
<td>Maas Companies, LLC</td>
<td>Technical Arts</td>
<td>Professional Services-Bond</td>
<td>$24,000.00</td>
</tr>
</tbody>
</table>
## Administrative Services – Measure E Bond Fund

<table>
<thead>
<tr>
<th>P.O. Number</th>
<th>Vendor Name</th>
<th>Site Name</th>
<th>Description</th>
<th>P.O. Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>P0099084</td>
<td>Physics Enterprises</td>
<td>Natural Sciences</td>
<td>New Equipment</td>
<td>$594.14</td>
</tr>
<tr>
<td>P0099085</td>
<td>VWR Scientific</td>
<td>Natural Sciences</td>
<td>New Equipment</td>
<td>$4,099.37</td>
</tr>
<tr>
<td>P0099086</td>
<td>State Water Resources Control Board</td>
<td>Humanities Complex</td>
<td>Site Improvements</td>
<td>$284.00</td>
</tr>
<tr>
<td>B0099012</td>
<td>C &amp; A Floorcoverings</td>
<td>Central Plant</td>
<td>Buildings</td>
<td>$6,413.70</td>
</tr>
<tr>
<td>B0099056</td>
<td>Sandy Pringle Associates</td>
<td>Lot H - Parking Structure</td>
<td>Testing &amp; Inspection</td>
<td>$365,000.00</td>
</tr>
<tr>
<td>B0099059</td>
<td>Maas Companies, LLC</td>
<td>Primary Electrical Distribution</td>
<td>Professional Services-Bond</td>
<td>$326,500.00</td>
</tr>
<tr>
<td>B0099060</td>
<td>Maas Companies, LLC</td>
<td>Energy Efficiency Improvement</td>
<td>Professional Services-Bond</td>
<td>$70,450.00</td>
</tr>
<tr>
<td>B0099061</td>
<td>Maas Companies, LLC</td>
<td>Lot H - Parking Structure</td>
<td>Professional Services-Bond</td>
<td>$208,716.65</td>
</tr>
<tr>
<td>B0099062</td>
<td>Maas Companies, LLC</td>
<td>Signage and Wayfinding</td>
<td>Professional Services-Bond</td>
<td>$65,000.00</td>
</tr>
<tr>
<td>B0099063</td>
<td>Maas Companies, LLC</td>
<td>Temporary Space/Relocation</td>
<td>Professional Services-Bond</td>
<td>$86,730.00</td>
</tr>
<tr>
<td>B0099064</td>
<td>Maas Companies, LLC</td>
<td>Student Service/Activities Center</td>
<td>Professional Services-Bond</td>
<td>$798,202.95</td>
</tr>
<tr>
<td>B0099065</td>
<td>Maas Companies, LLC</td>
<td>Remodeling-Phase 3</td>
<td>Professional Services-Bond</td>
<td>$221,837.50</td>
</tr>
<tr>
<td>B0099066</td>
<td>Maas Companies, LLC</td>
<td>Learning Resource Center</td>
<td>Professional Services-Bond</td>
<td>$177,500.00</td>
</tr>
<tr>
<td>B0099067</td>
<td>Maas Companies, LLC</td>
<td>Humanities Complex</td>
<td>Professional Services-Bond</td>
<td>$772,407.18</td>
</tr>
<tr>
<td>B0099068</td>
<td>Maas Companies, LLC</td>
<td>Fire Academy Structure</td>
<td>Professional Services-Bond</td>
<td>$19,784.38</td>
</tr>
<tr>
<td>B0099069</td>
<td>Maas Companies, LLC</td>
<td>Central Plant</td>
<td>Professional Services-Bond</td>
<td>$254,950.00</td>
</tr>
<tr>
<td>B0099070</td>
<td>Maas Companies, LLC</td>
<td>Bookstore</td>
<td>Professional Services-Bond</td>
<td>$152,122.40</td>
</tr>
</tbody>
</table>

**Total POs and BPOs:** 38  
**Grand Total:** $3,648,521.48
A. Employment and Personnel Changes .............................................................. 54
B. Temporary Non-Classified Service Employment ........................................ 63
C. Revised Classification Specification for Supervisor Position ................. 66
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 1-33 and 1-31.

Certificated Personnel:

1. Amend Retirement – Mr. Dan Heitmann, full-time instructor of Management, Business, first day of retirement, effective January 13, 2007 (not 2006), and that a plaque be prepared and presented to him in recognition of his service to the District since 1976.

2. Amend Pre-Retirement – Ms. Cheryl Beverly, full-time, twelve month Counselor, Counseling working 100% July 1, 2006 through January 31, 2007 and 0% from February 1 through June 30, 2007, in accordance with the Agreement, Article XVIII, Section 2(c) for two years, ending June 30, 2008.


4. Extend Assignment – Ms. Dipte Patel, part-time instructor of Education Development and on-call Counselor, to work as Interim Director, Special Resource Center, Range 13, Step 1, effective January 2 through January 31, 2007.

5. Extend Assignment - Mr. Tom Hazell, full-time instructor of Health Sciences & Athletics, to work 50% as Faculty Coordinator, Athletics at Compton Educational Center, effective December 16, 2006 through June 8, 2007.

6. Extend Assignment – Mr. Rory Natividad, full-time/temporary Faculty Coordinator/Athletic Director, Health Sciences & Athletics, Class II, Step 9, Fiscal Salary Schedule, effective January 1 through January 31, 2007.


8. Leave of Absence (FMLA) – Dr. Regina Smith, Dean of Counseling, effective October 3 through November 14, 2006.

9. Leave of Absence – Ms. Jennifer White-Geller, full-time instructor of Nursing, Health Sciences & Athletics to take (45%) Family Medical Leave of Absence and (35%) unpaid leave of absence, effective August 28 through December 15, 2006, instead of a 65% reduced load as indicated on the August 21, 2006 Board Agenda.

10. Amend Special Assignment – The following full-time instructors to work with the Dean of Health Sciences and Athletics and the Vice President, Academic Affairs, to develop the Student Learning Outcomes and assessment program for the College. This will include developing workshops, training programs, and identifying resources for the faculty to being the implementation of Student Learning
Outcomes, to be paid $55.65 an hour (instead of $41.74), effective May 25 through August 23, 2006, in accordance with the Agreement, Article X, Section 14(c).

<table>
<thead>
<tr>
<th>Name</th>
<th>Discipline</th>
<th>Not to Exceed Hours</th>
<th>Not to Exceed Dollars</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jenny Simon</td>
<td>English</td>
<td>80</td>
<td>$4,452 (instead of $3,340)</td>
</tr>
<tr>
<td>Lars Kjeseth</td>
<td>Mathematics</td>
<td>50</td>
<td>$2,783 (instead of $2,087)</td>
</tr>
</tbody>
</table>

11. Special Assignment – Mr. George Karnazes, part-time instructor of Fire & Emergency Technology, Industry & Technology, to provide instruction in the Fire Academy, to be paid $41.74 an hour, not to exceed 24 hours or $1,002, effective November 21 through December 15, 2006, in accordance with the Agreement, Article X, Section 9(m).

12. Special Assignment – Mr. Willie Brownlee, full-time instructor of Art, Fine Arts, to assist in the development of curriculum and conduct research for Compton Educational Center, to be paid $41.74 an hour, not to exceed 9.5 hours or $397, effective September 7 through December 15, 2006, in accordance with Appendix D-3 of the MOU dated September 21, 2006.

13. Special Assignment – Mr. Kevin O’Brien, full-time instructor of Film/Video, Fine Arts, to assist in the development of curriculum and conduct research for Compton Educational Center, to be paid $41.74 an hour, not to exceed 18 hours or $752, effective September 7 through December 15, 2006, in accordance with Appendix D-3 of the MOU dated September 21, 2006.

14. Special Assignment – Mr. Francis Teter, full-time instructor of Music, Fine Arts, to assist in the development of curriculum and conduct research for Compton Educational Center, to be paid $41.74 an hour, not to exceed 15 hours or $626, effective September 7 through December 15, 2006, in accordance with Appendix D-3 of the MOU dated September 21, 2006.

15. Special Assignment – Mr. Rex Wells, full-time instructor of Speech, Fine Arts, to assist in the development of curriculum and conduct research for Compton Educational Center, to be paid $41.74 an hour, not to exceed 18 hours or $752, effective September 7 through December 15, 2006, in accordance with Appendix D-3 of the MOU dated September 21, 2006.

16. Special Assignment – Mr. Paul Yun, full-time instructor of Mathematics, to provide curriculum consultation with Compton Educational Center, using advanced software, to be paid $41.74 an hour, not to exceed 6 hours or $251, effective November 21, 2006 through February 7, 2007, in accordance with Appendix D-3 of the MOU dated September 21, 2006.

17. Special Assignment – The following full-time instructors in Humanities, to review Compton Educational Center English as a Second Language (ESL) non-credit course proposals for Compton, to be paid $41.74 an hour, effective September 14 through September 19, 2006, in accordance with Appendix D-3 of the MOU dated September 21, 2006.

<table>
<thead>
<tr>
<th>Name</th>
<th>Discipline</th>
<th>Not to Exceed Hrs.</th>
<th>Not to Exceed $’s</th>
</tr>
</thead>
<tbody>
<tr>
<td>Marilyn Anderson</td>
<td>English</td>
<td>2</td>
<td>$ 84</td>
</tr>
<tr>
<td>Thomas Fonte</td>
<td>Foreign Language</td>
<td>3</td>
<td>$126</td>
</tr>
<tr>
<td>Matthew Kline</td>
<td>ESL</td>
<td>1.5</td>
<td>$ 63</td>
</tr>
</tbody>
</table>
18. Special Assignment – Ms. Rebecca Loya, full-time instructor of English as a Second Language (ESL), Humanities, to evaluate Compton Educational Center English as a Second Language (ESL) assessment test and review non-credit ESL course proposals for Compton, to be paid $41.74 an hour, not to exceed 30 hours or $1,253, effective August 25, 2006 through June 30, 2007, in accordance with Appendix D-3 of the MOU dated September 21, 2006.

19. Special Assignment – Ms. Jolene Combs, full-time instructor of Journalism, Humanities, to assess Compton Educational Center journalism program and review English curriculum, to be paid $41.74 an hour, not to exceed 7.5 hours or $314, effective August 7 through September 14, 2006, in accordance with Appendix D-3 of the MOU dated September 21, 2006.

20. Special Assignment – Ms. Suzanne Gates, full-time instructor of English, Humanities, to provide complex consulting services related to Compton partnership, to be paid $55.65 an hour, not to exceed 37.5 hours or $2,087, effective July 16, 2006 through June 30, 2007, in accordance with Appendix D-3 of the MOU dated September 21, 2006.

21. Special Assignment – Ms. Suzanne Gates, full-time instructor of English, Humanities, to serve as faculty resource for English composition curriculum related to Compton partnership to be paid $41.74 an hour, not to exceed 37.5 hours or $1,565, effective September 6, 2006 through June 30, 2007, in accordance with Appendix D-3 of the MOU dated September 21, 2006.

22. Special Assignment – Dr. Barbara Jaffee, full-time instructor of English as a Second Language (ESL), Humanities, to consult and liaise with Compton faculty and evaluate course equivalences for summer 2006, to be paid $41.74 an hour, not to exceed 19 hours or $794, effective July 1 through August 16, 2006, in accordance with Appendix D-3 of the MOU dated September 21, 2006.

23. Special Assignment – Ms. Lori Medigovich, full-time instructor of Journalism, Humanities, to review Compton Educational Center English as a Second Language (ESL) non-credit course proposals and assess Compton’s journalism program, to be paid $41.74 an hour, not to exceed 7.5 hours or $314, effective August 7 through September 19, 2006, in accordance with Appendix D-3 of the MOU dated September 21, 2006.

24. Special Assignment – Ms. Sheryl Kunisaki, part-time instructor of English as a Second Language (ESL), Humanities, to evaluate Compton Educational Center’s English as a Second Language (ESL) assessment test, to be paid $41.74 an hour, not to exceed 30 hours or $1,253, effective August 25, 2006 through June 30, 2007, in accordance with Appendix D-3 of the MOU dated September 21, 2006.

25. Special Assignment – Dr. Francis Rang, full-time instructor of Foreign Language, Humanities, to review and assess Compton Educational Center Spanish curriculum, to be paid $41.74 an hour, not to exceed 2 hours or $84, effective July 10 through July 12, 2006, in accordance with Appendix D-3 of the MOU dated September 21, 2006.

26. Special Assignment – Mr. Lyman Hong, full-time instructor of English, Humanities, to review Compton Educational Center English curriculum, to be paid $41.74 an hour, not to exceed 1.5 hours or $63, effective September 14, 2006, in accordance with Appendix D-3 of the MOU dated September 21, 2006.
27. Special Assignment – Ms. Cynthia Somin, full-time instructor of English, Humanities, to review and assess Compton Educational Center English courses as division representative, to be paid $41.74 an hour, not to exceed 13 hours or $543, effective July 1 through September 23, 2006, in accordance with Appendix D-3 of the MOU dated September 21, 2006.

28. Special Assignment – Ms. Evelyn Uyemura, full-time instructor of English as a Second Language (ESL), Humanities, to assess Compton Educational Center ESL program and course equivalencies in consultation with full-time ESL faculty, to be paid $41.74 an hour, not to exceed 6 hours, or $251, effective August 28 through October 4, 2006, in accordance with Appendix D-3 of the MOU dated September 21, 2006.

29. Special Assignment – Mr. Edward Martinez, full-time Librarian, Learning Resources, to work on Compton Education Center curriculum as needed, to be paid $41.74 an hour, not to exceed $500, effective October 1 through December 15, 2006, in accordance with Appendix D-3 of the MOU dated September 21, 2006.

30. Stipend Assignment – The following part-time instructors of Dance, Fine Arts, to choreograph Fall Dance, effective October 1 through December 1, 2006, in accordance with the Agreement, Article X, Section 9(m).

<table>
<thead>
<tr>
<th>Name</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hiroshi Hamanishi</td>
<td>$400</td>
</tr>
<tr>
<td>Karin Jensen</td>
<td>$500</td>
</tr>
<tr>
<td>Dana Maue</td>
<td>$400</td>
</tr>
</tbody>
</table>

31. Stipend Assignment – The following full-time coaches, Health Sciences & Athletics, to be hired Spring 2007, to be paid a weekly stipend, in accordance with the Agreement, Article X, Section 11(a).

<table>
<thead>
<tr>
<th>COACH</th>
<th>TEAM</th>
<th>STIPEND</th>
</tr>
</thead>
<tbody>
<tr>
<td>J. Britton</td>
<td>Badminton</td>
<td>$511</td>
</tr>
<tr>
<td>T. Granger</td>
<td>W. Swimming</td>
<td>$511</td>
</tr>
<tr>
<td>D. Lofgren</td>
<td>M&amp;W Track &amp; Field</td>
<td>$944</td>
</tr>
<tr>
<td>C. Stanbury</td>
<td>M&amp;W Swimming</td>
<td>$944</td>
</tr>
</tbody>
</table>

32. Stipend Assignment – The following part-time coaches, Health Sciences & Athletics, to be hired Spring Semester 2007, to be paid a weekly stipend in accordance with the Agreement, Article X, Section 11(e).

<table>
<thead>
<tr>
<th>COACH</th>
<th>TEAM</th>
<th>STIPEND</th>
</tr>
</thead>
<tbody>
<tr>
<td>R. Berg</td>
<td>W. Softball</td>
<td>$476</td>
</tr>
<tr>
<td>R. Blount</td>
<td>M. Volleyball</td>
<td>$476</td>
</tr>
<tr>
<td>S. Calderon</td>
<td>W. Softball</td>
<td>$476</td>
</tr>
<tr>
<td>D. Diego</td>
<td>W. Track &amp; Field</td>
<td>$238</td>
</tr>
<tr>
<td>K. Hughley</td>
<td>M&amp;W Track &amp; Field</td>
<td>$476</td>
</tr>
<tr>
<td>S. Janus</td>
<td>Golf</td>
<td>$476</td>
</tr>
<tr>
<td>N. Fernley</td>
<td>Baseball</td>
<td>$476</td>
</tr>
<tr>
<td>S. Sheil</td>
<td>M&amp;W Track &amp; Field</td>
<td>$476</td>
</tr>
</tbody>
</table>
33. **Employment** - The following part-time/temporary instructors to be hired as needed for the 2007 Winter Session.

**Behavioral & Social Science**
Marie Butler, Class V, Step 28  
Thomas Glenn, Class IV, Step 13  
Austin Gordon, Class V, Step 7  
Thomas Keville, Class II, Step 10  
Robroy Meyers, Class II, Step 6  
Ricky Murray, Class II, Step 8  
Gaile Price, Class II, Step 5  
Kirsten Resnick, Class III, Step 5  
Francis Schulte, Class III, Step 11  
Sharyn Seaton, Class II, Step 9  
Kell Stone, Class II, Step 5  
Mari Womack, Class V, Step 6  
Paulette Young, Class I, Step 4

**Business**
Noel Craven, Class IV, Step 12  
Katherine Maschler, Class II, Step 5  
Jerry Muraoka, Class V, Step 10  
Norman Riggs, Class IV, Step 4  
Robert Rooks, Class I, Step 7  
Douglas Westoff, Class V, Step 4  
Stephen Whitson, Class IV, Step 5

**Fine Arts**
Peter Abiloge, Class III, Step 5  
Dana Bisignano, Class II, Step 6  
Robert Dalton, Class II, Step 6  
Carola de la Rocha, Class IV, Step 5  
Chellana Dinsmore, Class III, Step 4  
Jamie Hammond, Class II, Step 4  
Karin Jensen, Class IV, Step 7  
Norman Looney, Class IV, Step 20  
Margot Martin, Class V, Step 9  
Dana Maue, Class II, Step 4  
Ruby Millsap, Class II, Step 8  
Daryle Nagano, Class II, Step 8  
Lloyd Sherman, Class IV, Step 4

**Health Sciences & Athletics**
Linda Delzeit, Class II, Step 9

**Humanities**
Kathleen Collins, Class III, Step 8  
Yolanda Cuesta, Class II, Step 10  
Agnes Davies, Class II, Step 5  
Jennifer Hill, Class III, Step 6  
Aura Imbarus, Class II, Step 8  
Natalie Ricard, Class IV, Step 11  
Helen Sabin, Class III, Step 7

**Industry & Technology**
Sharon Higgins, Class II, Step 6  
Eugene Rock, Class II, Step 10  
Dave Taneman, Class II, Step 4  
Sue Ellen Warren, Class II, Step 9  
Shirley Williams, Class II, Step 4  
David Winkler, Class II, Step 4

**Mathematical Sciences**
Michael Bateman, Class II, Step 4  
Robert Caldwell, Class II, Step 12
Manolita Formanes, Class II, Step 7
Loan Le, Class II, Step 6
Arkadiy Sheynshteyn, Class V, Step 4

Alan Stillson, Class IV, Step 7
Erxiang Wang, Class II, Step 11
Christie Yang, Class III, Step 7

**Natural Sciences**
Natalia Lev, Class II, Step 5
Richard Slocum, Class V, Step 9

**Special Resource Center**
Myisha Blackman, Class III, Step 4
Classified Personnel:

1. Amend Retirement – Mr. Robert Kang, Police Services Technician, Range 25, Step E, Campus Police Division, Administrative Services area, effective October 20 instead of October 17, 2006.

2. Retirement – Mr. Ruben Baeza, Skilled Trades Assistant, Range 26, Step E, Facilities Planning and Services Division, Administrative Services area, effective December 29, 2006 and that a plaque be prepared and presented to him in recognition of his service to the District since 1995.

3. Retirement – Mr. William Benson, Carpenter, Range 35, Step E, Facilities Planning and Services Division, Administrative Services area, effective January 23, 2007 and that a plaque be prepared and presented to him in recognition of his service to the District since 1968.

4. Retirement – Ms. Lynnda Nelson, Director – Bookstore, Range 11, Step 5, Bookstore Division, Administrative Services area, effective December 30, 2006 and that a plaque be prepared and presented to her in recognition of her service to the District since 1971.

5. Separation – Ms. Jennie Hernandez, Financial Aid Assistant, Range 24, Step E, Financial Aid/Enrollment Services Division, Student and Community Advancement area, effective November 1, 2006, and that she be placed on the 39-month re-employment list.

6. Personal Leave of Absence 100% - Ms. Astrid Hagen, Staff Interpreter, Range 34, Step C, Special Resource Center/Health Sciences and Athletics Division, Academic Affairs area, effective November 1, 2006 through April 30, 2007.

7. Amend Personal Leave of Absence 100% - Mr. Rory Natividad, Senior Athletic Trainer, Range 37, Step E, Health Sciences & Athletics Division, Academic Affairs area, effective July 1, 2006 through January 31, 2007, instead of December 31, 2006.

8. Stipend – Ms. Carolee Casper, Senior Clerical Assistant, Range 24, Step E, Public Information Division, President’s Office, to be paid a lump sum of $2,352 for duties performed out of classification from November 1, 2005 – November 30, 2006.

10. Stipend – Ms. Lois Peck, Accounting Assistant II, Range 27, Step E, Industry & Technology Division, Academic Affairs area, to be paid a lump sum of $2,520 for duties performed out of classification from November 1, 2005 – November 30, 2006.

11. Change of Assignment – Ms. Grace Felarca, from 80% to 50% Senior Clerical Assistant, Range 24, Step E and from 20% to 50% Accounting Assistant II, Range 27, Step E, Campus Police Division, Administrative Services area, to reflect accurate time spent performing duties as a result of the classification study, effective November 1, 2005.

12. Amend Classification/Range Change – The following Lead Custodian, from Range 21, to Range 24, Step E, Facilities Planning and & Services Division, Administrative Services area, effective November 1, 2005, reallocation based on classification study:

Cheri Farrier
Ricky Harris

13. Reassignment – Mr. Tyler Robbins, Assistant Director, Financial Aid and Scholarships, to work 100% at Compton Education Center, Enrollment Services, Student and Community Advancement area, effective October 9, 2006 through January 31, 2007.

14. Reassignment – Ms. Ora Bryant, to work 60% Assistant Director of Facilities Planning & Services, Range 8, Step 1 (Administrator Salary Schedule) for Compton Educational Center, Facilities and Planning Services, Administrative Services area, effective October 17, 2006 through June 30, 2007.

15. Amend Work Out of Classification – Ms. Martha Perez, 50% Clerical Assistant, Range 22, Step C, to work an additional 50% as Student Services Technician, Range 28, Step A, Counseling and Student Services Division, Student and Community Advancement area, effective July 1 through December 31, 2006 instead of June 30, 2007.


17. Change in Classification – Mr. Ricky Harris, Lead Custodian, Range 24, Step E, to Custodian, Range 20, Step E, Facilities, Planning and Services Division, Administrative Services area, effective December 1, 2006.

18. Promotion – Mr. Rocky Bonura, from Director, Risk Management, Range 11, Step 5, Human Resources Division, to Director of Business Services, Range 13, Step 5, Administrative Services area, effective December 1, 2006.


Special Services Professional


22. Mr. Llewellyn Chin - Special Services Professional, Range 1, Step 1, of the Special Services Professional Salary Schedule, not to exceed $28,644, Community Advancement Division, Student and Community Advancement area, effective November 21, 2006 through June 30, 2007.

23. Mr. James Hoffman - Special Services Professional, Range 4, Step 3, of the Special Services Professional Salary Schedule, not to exceed $66,300, Community Advancement Division, Student and Community Advancement area, effective November 21, 2006 through June 30, 2007.


Temporary Classified Services Employees

25. Ms. Winifred Baldonado – Clerical Assistant, Range 22, Step A, Health Sciences and Athletics Division, Academic Affairs area, to work 40 hours per week, effective November 21, 2006 through June 30, 2007.


27. Mr. Erik Mendoza - Parking Services Technician, Range 25, Step A, Campus Police Division, Administrative Services area, to work 40 hours per week, effective November 21, 2006 through February 28, 2007.
28. Ms. Shirley Snider – Administrative Assistant II, Range 31, Step E, Staff and Student Diversity Division, President’s Office area, 40 hours per week, effective October 12, 2006 through December 15, 2006.


30. Amend Employment – Ms. Theresa Clifford to Secretary, Range 26, Step A, instead of Clerical Assistant, Range 22, Step A, Enrollment Services Division, Student and Community Advancement area, 20 hours per week, effective October 17 through December 31, 2006.

31. Resign Employment – Mr. Eric Takamine, ESL Program Coordinator Range 36, Step A, Humanities Division, Academic Affairs area, effective September 6, 2006.

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 1-23.

The following temporary non-classified service employees are hired for the 2006 – 2007 fiscal year effective November 21, 2006 through June 30, 2007, unless otherwise stated:

1. Gary Barnes – Teacher’s Assistant IV, $11.50 per hour, Sunday through Saturday (days vary), hours vary as needed, effective October 17, 2006 through June 30, 2007, Fire Academy/Industry and Technology, Academic Affairs area, to assist in the Fire Academy program.

2. Timothy Coffelt – Teacher’s Assistant IV, $11.50 per hour, Tuesday, Wednesday, and Thursday (days vary), hours vary as needed, effective October 17, 2006 through June 30, 2007, Emergency Medical Technology Program (EMT), Industry and Technology, Academic Affairs area, to assist instructor with teaching/testing in the EMT program.

3. Keiko Damiata – Paraprofessional, $15.00 per hour, Monday through Friday (days vary), 9:00 a.m. to 5:00 p.m. (hours vary), effective December 4, 2006 through June 30, 2007, El Camino Language Academy (ECLA)/Community Advancement, Student & Community Advancement area, to provide clerical support to the El Camino Language Academy program.

4. Henri Feiner – Tutor VII, $18.50 per hour, Monday through Friday (days vary), 11:00 a.m. to 1:00 p.m. (hours vary), effective October 30, 2006 through June 30, 2007, Mathematical Sciences, Academic Affairs area, to provide tutoring services in the Math Study Center.
5. Heidi Fuller – House Staff II, $7.25 per hour, days and hours vary as needed, effective October 17, 2006 through June 30, 2007, Center for the Arts/Fine Arts, Academic Affairs area, to provide customer service for any given event in either the Marsee Auditorium, Campus Theatre, or Recital Hall.

6. Sharon Gee – Professional I, $23.00 per hour, Monday through Friday (days vary), hours vary as needed, Careers in Child Care/Behavioral and Social Sciences, Academic Affairs area, to assist the Careers in Child Care program with various projects.

7. William Greco – Tutor II, $8.50 per hour, Monday through Saturday (days vary), hours vary as needed, Learning Resources Unit, Academic Affairs area, to provide tutoring services in the Learning Resources Unit.

8. Brian Hayden – Program Assistant II, $9.00 per hour, Tuesday and Thursday (days vary), 9:00 a.m. to 4:30 p.m. (hours vary), effective January 1, 2007 through June 30, 2007, Staff Development/Human Resources, Administrative Services area, to assist faculty & staff in the Innovation Center with a variety of software programs, assist with various Staff Development projects, and other duties as assigned.

9. Corey Kivett – Sports Statistician, $6.75 per hour, days and hours vary as needed, effective October 15, 2006 through June 30, 2007, Health Sciences & Athletics, Academic Affairs area, to compile and maintain the sports statistics for the various athletic events.

10. Jessica Luquez – Paraprofessional, $12.50 per hour, Monday, Wednesday, and Friday (days vary), 9:00 a.m. to 5:30 p.m. (hours vary), Careers in Child Care/Behavioral and Social Sciences, Academic Affairs area, to assist the Careers in Child Care staff with clerical and customer service support.

11. Martin Martirossian – Tutor VII, $18.50 per hour, Tuesday, Wednesday, and Thursday (days vary), 9:00 a.m. to 11:30 a.m. (hours vary), effective October 23, 2006 through June 30, 2007, Mathematical Sciences, Academic Affairs area, to provide tutoring services in the Math Study Center.

12. Hai Ngo – Tutor VII, $18.50 per hour, Monday and Wednesday (days vary), 2:00 p.m. to 5:00 p.m. (hours vary), effective February 10, 2007 through June 30, 2007, Mathematical Sciences, Academic Affairs area, to provide tutoring services in the Math Study Center.

13. Roberto Pandolfi – Professional III, $55.00 per hour, Monday through Friday (days vary), 8:00 a.m. to 5:00 p.m. (hours vary), Workplace Learning Resource Center (WpLRC)/Community Advancement, Student & Community Advancement area, to work with the WpLRC in conducting contract education training.

14. Grant Parks – Program Assistant I, $8.00 per hour, Monday through Friday (days vary), 8:00 a.m. to 4:30 p.m. (hours vary), Bookstore, Administrative Services area, to perform a variety of routine and repetitive tasks.
15. Teng-Hao Shia - Teacher’s Assistant IV, $11.50 per hour, Tuesday, Wednesday, and Thursday (days vary), hours vary as needed, Emergency Medical Technology Program (EMT)/ Industry and Technology, Academic Affairs area, to assist instructor with teaching/testing in the EMT program.

16. Andrew Swyschuk – Office Aide II, $7.25 per hour, Monday through Thursday (days vary), arrange six (6) hours per week (hours vary), Fine Arts, Academic Affairs area, to assist in film/video production classes.

17. Erica Vega - Tutor VII, $18.50 per hour, Monday through Friday (days vary), arrange ten (10) hours per week (hours vary), Nursing/Health Sciences and Athletics, Academic Affairs area, to tutor the students enrolled in the nursing program.

18. Phorious Whitmore - Paraprofessional, $13.00 per hour, Monday, Wednesday, and Saturday (days vary), arrange ten (10) hours per week (hours vary), Nursing/Health Sciences and Athletics, Academic Affairs area, to assist the nursing division staff with clerical work, customer service, and other duties as assigned.

19. Jeffrey Williams – Police Communications Operator I, $10.00 per hour, days and hours vary as needed, Campus Police, Administrative Services area, to be primarily responsible for maintaining minimum radio/telephone operations.

20. The following individuals are to work as a Coaching Assistant, $16.25 per hour, Monday through Friday (days vary), hours vary as needed, effective October 15, 2006 through June 30, 2007, Health Sciences & Athletics, Academic Affairs area, to assist the coaching staff with the various athletic programs.

   Kim Bly                     Brian Pruitt

21. The following individuals are to work as a Police Cadet II, $8.50 per hour, Monday through Friday (days vary), hours vary as needed, Campus Police, Administrative Services area, to be responsible for non-hazardous police services to the students, staff, and faculty of El Camino College.

   David Arellano               Taylor Kronberger

22. The following individuals are to work as a Reader, $6.75 per hour, Monday through Friday (days vary), hours vary as needed, Writing Center/Humanities, Academic Affairs area, to evaluate essays assigned in English 1A classes for grammar, content, and structure, and provide assessments through written documentation on the essays.

   Emily Anderson               Laura Braun
23. The following individuals are to work as a Tutor I, $7.50 per hour, Monday through Saturday (days vary), arrange ten (10) hours per week (hours vary), Learning Resources Unit, Academic Affairs area, to provide tutoring services in the Learning Resources Unit.

Andrew Kim
Cesar Vasquez

C. REVISED CLASSIFICATION SPECIFICATION FOR SUPERVISOR POSITION

It is recommended that the Board approve the revised classification specification for the Disabled Students Programs and Services (DSPS) Supervisor as shown on pages 67-69.
EL CAMINO COMMUNITY COLLEGE DISTRICT

CLASS TITLE: DISABLED STUDENTS PROGRAMS AND SERVICES (DSPS) SUPERVISOR

BASIC FUNCTION:

Under the direction of the Director, Special Resource Center (Disabled Students Programs and Services DSPS), plan, oversee and conduct student support services. Use sign language and other recognized methods to facilitate communication between students who are deaf or hard of hearing, and faculty, staff and other students. Analyze and determine support services labor needs and related budget for the support services for students with disabilities. Schedule, train, supervise and evaluate the performance of assigned personnel.

REPRESENTATIVE DUTIES:

Provide technical direction and information on matters pertaining to the interpretation of regulations effecting services to students with disabilities; research, interpret and clarify DSPS policies as requested.

Prepare a variety of narrative and statistical records related to assigned activities.

Recruit, train, supervise, schedule and evaluate assigned staff; recommend various personnel actions including selection, discipline, termination, reassignment, promotions and others; participate on interview panels as requested; maintain time records for supervised personnel.

Identify and resolve problems related to students and the classroom support services.

Attend and conduct a variety of professional, regional and other meetings; chair assigned committees; develop agendas and provide appropriate follow-up.

Oversee the publication of the Support Services handbook for students and faculty.

Develop processes and procedures as needed to coordinate the support services function including the development of job descriptions, forms, grant applications, and other materials.

Operate a computer and other office equipment as assigned.

*Develop and monitor an assigned budget to implement services within established guidelines; prepare a year-end expenditure and activities report for assigned funds and assure proper formatting of district and state reports.*

Conduct in-service training for employees, faculty and hourly professionals and develop instructional resources.

Perform related duties as assigned.
KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:
Regulations, policies, Educational Code, DSPS regulation and other requirements related to community college service provision for students with disabilities.
Community college organization, operations, policies and objectives.
Fluent in American Sign Language and other sign systems.
Basic financial and statistical record keeping.
Technical and working knowledge of a variety of assistive listening devices, real time captioning and C-Print.
Specialize vocabulary, terminology, and basic information in a variety of subjects taught at the college level.

ABILITY TO:
Plan, organize and coordinate the day-to-day activities of the DSPS student support services.
Evaluate the need of the deaf student and match the reasonable support services.
Interpret, apply, explain and assure compliance with applicable policies, rules and regulations.
Train, supervise and evaluate personnel.
Operate a computer and assigned software to include word processing, spreadsheets, schedule/calendar, and power point programs.
Interpersonal skills using tact, patience and courtesy.
Modern office practices, procedures and equipment.
Business math.
Principles and techniques of supervision and training.
Oral and written communication skills.
Record-keeping techniques.
Communicate effectively in sign, orally and in writing.
Analyze situations accurately and adopt an effective course of action.
Maintain records and prepare complex statistical reports.
Organize, coordinate and oversee office activities.
Establish and maintain cooperative working relationships with others.
Meet schedules and time lines.
Work confidentially with discretion.

EDUCATION AND EXPERIENCE:
Experience in supervising others and scheduling workloads;
2500 hours of post-secondary interpreting.
RID/NAD certification Levels 4 or above.
ASL/PSE Interpreting skills.
Any combination equivalent to: Bachelor’s of Arts/Science degree in a related field and three years increasingly responsible experience in a college Disabled Students Programs and Services office. Completion of an Interpreter Training Program.

WORKING CONDITIONS:

Mainstreamed college setting.
Extensive interpersonal interaction.
Ability to perform the manual movements of American Sign Language fluently.
Sufficient visual acuity to see and translate signs produced by others into English.
Sufficient ability to hear English in order to translate conversation and classroom lectures;
Ability to sit and sign for up to two hours at a time.
Ability to carry up to 25 lbs.

Supervisor Salary Schedule - Range 28

Board Approved: November 20, 2006
A. Board Policy 3410 – Non-Discrimination – Second Reading & Adoption

Page 71
Board Policy 3410 - NON-DISCRIMINATION

The policy of the El Camino Community College District is to provide an educational and employment environment in which no person shall be unlawfully denied full and equal access to, the benefits of, or be unlawfully subjected to, discrimination on the basis of ethnic group identification, national origin, religion, age, sex, race, color, ancestry, sexual orientation, physical or mental disability, or retaliation in any program or activity that is administered by, funded directly by, or that receives any financial assistance from, the State Chancellor or Board of Governors of the California Community Colleges.

The policy of the El Camino Community College District also provides for an educational and employment environment free from unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct or communications constituting sexual harassment.

The policy of the El Camino Community College District is to comply with the accessibility requirements of Section 508 of the Rehabilitation Act of 1973 in the development, procurement, maintenance, or use of electronic or information technology and respond to and resolve unlawful discrimination complaints regarding accessibility. Such complaints will be treated as complaints of discrimination on the basis of disability.

Employees, students, or other persons acting on behalf of the District who engage in unlawful discrimination as defined in this policy or by state or federal law may be subject to discipline, up to and including discharge, expulsion, or termination of contract.

The Superintendent/President shall establish administrative procedures that ensure that all members of the college community can present complaints regarding alleged violations of this policy and have their complaints heard in accordance with the Title 5 regulations and those of other agencies that administer state and federal laws regarding nondiscrimination.

Reference: California Government Code Sections 11135 through 11139.5; the Sex Equity in Education Act (Ed. Code Sections 11135 through 11139.5); the Sex Equity in Education Act (Ed. Code § 66250 et seq.); Title VI of the Civil Rights Act of 1964 (42. U.S.C. § 2000d); Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681);

President and Board of Trustees


RETAIATION

It is unlawful for anyone to retaliate against someone who files an unlawful discrimination complaint, who refers a matter for investigation or complaint, who participates in an investigation of a complaint, who represents or serves as an advocate for an alleged victim or alleged offender, or who otherwise furthers the principles of this unlawful discrimination policy.


1 If the federal statutes cited above would result in broader protection of the civil rights of individuals, then that broader protection or coverage shall be deemed incorporated by reference and shall prevail over conflicting provisions of Title 5, Section 59300, as cited.

El Camino College
Adopted:
Revised:
VI. Non-Consent Agenda

A. 2005-2006 Board of Trustee Goals and Evaluation.
Each year the Board of Trustees establishes goals and evaluates its performance on the previous years goals. The Community College League of California provides the evaluation instrument. The Board of Trustees remarks are publicly presented and members of the Board may discuss, amend or delete the recommended goals for the forthcoming year.

I. New Trustee Orientation
   A. Consider assigning or referring a mentor.
   B. Help new Trustee strengthen links to external community.
   C. Encourage new Trustee to seek Trustee educational opportunities.
   D. Encourage CEO availability to new Trustee.

II. Effect implementation of the November 5, 2002 Measure E successful bond election.
   A. Update College Facilities Master Plan.
   B. Implement construction program.
   C. Monitor and approve construction program.

III. Participate in community activities and events and bring observations to the Board for policy issues.
   A. Attend events in the community.
   B. Speak to community groups.
   C. Make Board presentations.
   D. Bring copies of community events and activities to other Board members.

IV. Participate in the operation of the College at Board Meetings.
   A. Speak freely and openly on policy issues.
   B. Solicit opinions of fellow Board members.
   C. Present ideas during discussion section of Board Meetings.

V. Continue a Trustee education program.
   A. Attend a conference on Trustee responsibilities.
   B. Submit materials from various sources to fellow Trustees.
   C. Read Trustee education materials send by various organizations.
**Individual Trustees’ appraisal of all members’ activities.**

<table>
<thead>
<tr>
<th>Priorities and Planning</th>
<th>Strongly Agree</th>
<th>Agree</th>
<th>Disagree</th>
<th>Strongly Disagree</th>
<th>No Response</th>
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<tbody>
<tr>
<td>1. Most of the issues occupying the Board’s time and attention are directly related to the mission and goals of the institution.</td>
<td>RG, JP</td>
<td>NJ, MO</td>
<td>BB, MC</td>
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<tr>
<td>2. All members of the Board have a clear understanding of the vision of the college.</td>
<td>RG, BB, JP, NJ, MC</td>
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<tr>
<td>3. All members of the Board can articulate the vision of the college to the diverse constituencies of the district.</td>
<td>RG, BB, JP, NJ, MC</td>
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<td>MO</td>
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</table>

| Board and Chief Executive Officer Relations | | | | | |
|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| 1. The Board and CEO maintain optimum communications. | NJ | JP, MC | RG, BB, MO | | |
| 2. The roles of the CEO and the Board are clearly defined. | RG | JP, NJ, MC | BB, MO | | |
| 3. Trustees keep the CEO well informed of contacts with the community. | JP | MC, MO | RG, NJ, BB | | |
| 4. Trustees keep the CEO well informed of contacts with college employees. | MO, MC | | RG, NJ, BB, JP | | |

| Board and College Relations | | | | | |
|-----------------------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| 1. Trustees are knowledgeable about the college’s history. | MO | RG, BB, JP, NJ, MC | | | |
| 2. Trustees are well versed concerning the college’s strengths and weaknesses. | JP | RG, NJ, MC | BB, MO | | |
| 3. Trustees are knowledgeable about the mission of the college. | JP, NJ, MO | RG, BB, MC | | | |
| 4. The Board is sensitive to the concerns of students. | RG, BB, JP, MO | NJ, MC | | | |
| 5. The Board is sensitive to the concerns of employees. | BB, JP, MO | RG, NJ | MC | | |
| 6. The Board supports the college by attending various events. | JP | RG, BB, NJ, MO, MC | | | |

| Board and Community Relations | | | | | |
|--------------------------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| 1. Trustees are well informed concerning the needs of the community. | RG, BB, JP, MC | NJ | MO | | |
| 2. Trustees fairly and assertively represent the communities they serve. | JP, MO | RG, NJ, MC | BB | | |
| 3. Trustees use their community ties to promote a positive image of the college | NJ, MO | RG, BB, JP, MC | | | |

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

<table>
<thead>
<tr>
<th>Board Evaluation</th>
<th>Strongly Agree</th>
<th>Agree</th>
<th>Disagree</th>
<th>Strongly Disagree</th>
<th>No Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. The Board systematically identifies and reports its accomplishments.</td>
<td>RG, JP</td>
<td>MO</td>
<td>NJ</td>
<td>BB</td>
<td>MC</td>
</tr>
<tr>
<td>2. The Board provides ample opportunity for college employees and citizens of the community to evaluate its performance.</td>
<td>NJ</td>
<td>BB</td>
<td>RG, MO, MC</td>
<td>JP</td>
<td></td>
</tr>
<tr>
<td>3. The Board takes appropriate measures to assure that its self-evaluation is objective, impartial and constructive.</td>
<td>RG, JP</td>
<td>NJ, MO</td>
<td>MC</td>
<td>BB</td>
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</tbody>
</table>
B. **Policy on Board Support for Political Issues**

The agenda item is presented by Trustee Combs:

It is recommended that the El Camino Community College District Board of Trustees consider a process for taking positions on political issues.

If the Board of Trustees desires to support political issues, criteria and parameters should be developed to ensure the District’s mission, vision and goals are the basis for determination.