

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



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

**Agenda, Monday, March 15, 2010  
Board Room  
4:00 p.m.**

- I. Roll Call, Pledge of Allegiance to the Flag**
- II. Approval of Minutes of the Regular Board Meeting of February 16, 2010,  
Pages 5-6**
- III. Oath of Office**
- IV. Public Hearing – Transfer of State Categorical Program Funds**
- V. Public Comment on Consent and Closed Agenda**
- VI. Consent Agenda – Recommendation of Superintendent/President, Discussion  
and Adoption**
  1. Academic Affairs  
*See Academic Affairs Agenda,  
Pages 7-17*
  2. Student and Community Advancement  
*See Student Services Agenda,  
Pages 17-24*
  3. Administrative Services  
*See Administrative Services Agenda, Pages 25-36*
  4. *See Measure “E” Bond Fund Agenda,  
Pages 37-42*
  5. *See Human Resources Agenda,  
Pages 43-52*
  6. Superintendent/President  
*See Superintendent/President Agenda,  
Pages 53-54*
- VII. Public Comment on Non-Agenda Items**

## **VIII. Oral Reports**

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

## **IX. Closed Session**

- A. Personnel Matters, Brown Act Section 54957
  - 1. 2 Items
- B. Existing Litigation, Brown Act Section 54956
  - 1. Case # BC432800

<b>Board of Trustees Meeting Schedule for 2010</b> <b>4:00 p.m. Board Room</b>
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Monday, March 15, 2010  
Monday, April 19, 2010  
Monday, May 17, 2010  
Monday, June 21, 2010  
Monday, July 19, 2010  
Monday, August 16, 2010  
Tuesday, September 7, 2010  
Monday, October 18, 2010  
Monday, November 15, 2010  
Monday, December 13, 2010

## **TRANSFER OF STATE CATEGORICAL PROGRAM FUNDS**

It is recommended that the Board of Trustees authorize the transfer of \$100 from the Matriculation program to the EOP&S program.

The 2009-10 Budget Act provides districts with categorical flexibility for specified programs. Under this flexibility provision, districts are allowed to redirect funds from any specified categorical program to any other categorical program funded in the state budget. Districts that elect to redirect categorical funds are deemed to be in compliance with the statutory regulatory and provisional language associated with the specified categorical programs.

No material transfers are recommended at this time. The minimal \$100 transfer is recommended so the programs may benefit from less stringent compliance requirements.

## EL CAMINO COLLEGE STRATEGIC PLAN 2007 THROUGH 2010

### **Vision Statement**

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

### **Mission Statement**

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

### **Statement of Philosophy**

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

### **Statement of Values**

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

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

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

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

**Diversity** – We recognize and appreciate our similarities and differences.

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

### **Guiding Principles**

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

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

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

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

### **Strategic Initiatives**

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

EL CAMINO COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING OF  
Monday, February 16, 2010

The Board of Trustees of the El Camino Community College District met at 4 p.m. on Monday, February 16, 2010, in the Board Room at El Camino College.

The following Trustees were present: Trustee Ray Gen, President; Trustee Maureen O'Donnell, Vice President; and Trustee William Beverly, Secretary. Trustees Jackson and Combs were absent due to illness.

Also present were Dr. Thomas M. Fallo, Superintendent/President; Dr. Francisco Arce, Vice President, Academic Affairs; Ms. Jo Ann Higdon, Vice President, Administrative Services; Dr. Jeanie Nishime, Vice President, Student and Community Advancement; Ms. Barbara Perez, Vice President, Compton Center; and Dr. Lynn Solomita, Interim Vice President, Human Resources.

Minutes of the Regular Board Meeting of January 19, 2010

The Minutes of the Regular Board Meeting of January 19, 2010 were approved.

Consent Agenda

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

Academic Affairs

Board Policy 4050 – Articulation – First Reading

Board Policy 4250 – Probation, Dismissal and Readmission – Second Reading & Adoption

Proposed Curriculum Changes: Effective 2010-2011 Academic Year

Student and Community Advancement

International Travel

Destruction of Records

Out-of-Country Tuition Fee Reduction

Grant

2010 Planning Summit

Administrative Services

Destruction of Records

Authorization to Pay

Contracts Under \$78,500

Contracts Over \$78,500

Purchase Orders and Blanket Purchase Orders

Measure E Bond Fund

Category Budgets and Balances

Contract – Koury Engineering & Testing, Inc.

Contract – LCC3 Construction Services, Inc.

Change Order – HPS Mechanical – Phase 3 Infrastructure

Change Order – Mackone Development, Inc. – Bookstore Renovation

Change Order – Pierre Sprinkler & Landscaping – Reclaim Water Project

Change Order – Tri Span, Inc. – Business Demolition

Purchase Orders and Blanket Purchase Orders

Human Resources

Employment and Personnel Changes

Temporary Non-Classified Service Employees

Resolution – Equivalence to Minimum Qualifications

Motion carried.

Absence of a Board Member

It was moved by Trustee Beverly, seconded by Trustee O'Donnell, that the Board excuse Trustees Jackson and O'Donnell from the January 19, 2010 Board Meeting with no loss of salary due to illness.

Community College League of California Annual Trustee and Legislative Conference Cancellation

It was moved by Trustee Beverly, seconded by Trustee O'Donnell, that the Board accept \$317.20 from Trustee O'Donnell to reimburse the District for cancelled air fare.

It was moved by Trustee Beverly, seconded by Trustee Gen, that the motion be amended to approve Absence of a Board Member but not accept reimbursement from Trustee O'Donnell for cancelled air fare. Motion carried. Trustee O'Donnell abstained.

Closed Session

Meeting adjourned to a Closed Session at 4:55 p.m.

Adjournment

Meeting adjourned at 5:15 p.m.

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William Beverly, Secretary of the Board

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Thomas M. Fallo, Secretary to the Board

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

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**Page No.**

A. Board Policy 4050 (Articulation) – Second Reading..... 7

B. Center for the Arts Presentations – 2010-2011 Season..... 7

C. Proposed Curriculum Changes: Effective 2010-2011 Academic Year..... 9

## ACADEMIC AFFAIRS

### A. BOARD POLICY 4050 (ARTICULATION) – SECOND READING

It is recommended that the Board accept for a second reading the revisions to Board Policy 4050, as attached. Administrative Procedure 4050 is presented for informational purpose only.

### B. CENTER FOR THE ARTS PRESENTATIONS – 2010/2011 SEASON

It is recommended that the Board approve the Center for the Arts presentations for the 2010/2011 season. Costs for each presentation are established as negotiated between the artist and his/her management representative and the District.

#### 2010 -2011 Discovery Travel Cinema Series

<u>Performance</u>	<u>Date</u>	<u>Amount</u>
1. <i>Iran</i>	September 20, 2010	2,000
<b>Payable to: Buddy Hatton</b>		1,480
<b>Payable to: Windoes Travelogues</b>		520
Iran's historical, religious and modern viewpoints will be shown as viewers venture off to this Middle Eastern country.		
2. <i>Portugal and Cruising the Doura Valley</i>	September 27, 2010	2,000
<b>Payable to: Clint Denn</b>		1,480
<b>Payable to: R.J. Enterprises, Inc.</b>		520
Portugal is a small country located on the Iberian Peninsula and is Europe's most southwestern country. The river cruise through the Dorua Valley will amaze viewers with its beautiful canyons and countryside.		
3. <i>America's Natural Wonders</i>	October 11, 2010	2,000
<b>Payable to: Bob Deloss</b>		1,480
<b>Payable to: R.J. Enterprises</b>		520
America from sea to sea is thousands of miles of beautiful natural wonders from oceans, to mountains, to valleys and forests.		
4. <i>Discovering the Dutch</i>	October 25, 2010	2,000
<b>Payable to: Sandy Mortier</b>		1,480
<b>Payable to: Windoes Travelogues</b>		520

Viewers will explore the lands and some of the friendliest people in the North Atlantic. The countries are tied together by three European rivers, a system of dikes and the European Union.

5. ***Rocky Mountains RV Adventure Part 1*** November 8, 2010 2,000  
**Payable to: John Holod**  
 This film is a RV road trip traveling through the states of the Rocky Mountains.
  
6. ***Texas*** November 22, 2010 2,000  
**Payable to: Dale Johnson** 1,480  
**Payable to: Windoes Travelogues** 520  
 The Lone Star state of Texas is the largest state in the lower forty-eight states. The film will show highlights of the state from its cities to its plains.
  
7. ***Japanland: A Year in Search of WA*** January 31, 2011 2,000  
**Payable to: Karin Muller** 1,480  
**Payable to: The Geo Cinema Group** 520  
 Author Karin Muller, in her book of the same name, one day sees herself in an unfulfilled existence and decides to search Japan for WA, an effortless state of harmony.
  
8. ***Wings across the Channel*** February 14, 2011 2,000  
**Payable to: Chuck Lindell** 1,480  
**Payable to: R.J. Enterprises** 520  
 Filmmaker Chuck Lindell tells the story of historical Catalina from the viewpoint of air travel.
  
9. ***Story Book Ireland*** February 28, 2011 2,000  
**Payable to: Hal McClure** 1,480  
**Payable to: R.J. Enterprises, Inc.** 520  
 In this film, the people and landmarks of Ireland, also known as the Emerald Isle, will be visited.
  
10. ***India*** March 14, 2011 2,000  
**Payable to: Steve McCurdy** 1,480  
**Payable to: The Geo Cinema Group** 520  
 Nearly a continent on its own, India is an unmistakable land mass on the globe. Viewers will visit the beauty of India through its vast lands and learn about its various cultures.

- |     |   |                |       |
|-----|---|----------------|-------|
| 11. | <i>African Safari</i>   | March 28, 2011 | 2,000 |
|     | <b>Payable to: Rick Ray</b>   |                | 1,480 |
|     | <b>Payable to: The Geo Cinema Group</b>   |                | 520   |
|     | Rick Ray takes viewers on an unforgettable safari through Kenya and various wildlife preserves to see the wildlife of Africa. |                |       |
| 12. | <i>Rocky Mountain RV Adventure Part 2</i>   | April 4, 2011  | 2,000 |
|     | <b>Payable to: John Holod</b>   |                |       |
|     | Part 2 of John Holod's RV adventure through the Rocky Mountains and its states.   |                |       |

**C. PROPOSED CURRICULUM CHANGES: EFFECTIVE 2010-2011 ACADEMIC YEAR**

It is recommended that the Board approve the proposed curriculum additions, effective the 2010-2011 academic year, as listed below. The curriculum presentation package was revised to simplify the Board's review of proposed curriculum changes. All curriculum changes by division are organized under topics as opposed to having a repetition of these topics under eight instructional divisions.

**NEW COURSE**

1. Music 17 – Music of the Beatles  
 Units: 3      Lecture: 3 hours      Faculty Load: 20.00%  
 Recommended Preparation: eligibility for English 1A  
 Credit, degree applicable; Transfer CSU; Proposed Transfer UC  
 This course surveys musical styles of the Beatles from 1957-1970. It focuses on the historical, aesthetic, social-political, economic, and technological developments that have shaped the evolution of popular music. Emphasis is placed on identifying the Beatles' various musical periods, stylistic practices in compositions and concerts, and reflections of and impacts on the cultural and social issues of their time.

**CHANGE IN MAJORS**

1. Anthropology  
*Current Status/Proposed Change*  
 Anthropology 1, 2, 3, 4; ~~four~~ three courses from: Anthropology 4, 5, 6, 7, 8, 9, 10, 11, 12, 20A, ~~20B~~, Geography 5 ~~History 9~~  
 Total Units: 19-21

*Recommendation:*

Anthropology 1, 2, 3, 4; three courses from: Anthropology 5, 6, 7, 8, 9, 10, 11, 12, 20A, Geography 5  
Total Units: 19-21

2. Economics

*Current Status/Proposed Change*

Economics 1, 2, ~~English 1A~~, Mathematics 160 and 161 or 190 and 191; two courses from the following: History ~~1A, 1B~~, 101, 102, 140, 141, Political Science 1

Total Units: ~~23-25~~ 19-22

*Recommendation:*

Economics 1, 2, Mathematics 160 and 161 or 190 and 191; two courses from the following: History 101, 102, 140, 141, Political Science 1

Total Units: 19-22

3. Ethnic Studies

*Current Status/Proposed Change*

African American Studies Option:

English 43, Ethnic Studies 1, History ~~12A, 16A, 16B~~, 110, 111, 183, Psychology 10; ~~six~~ three units from: Art 9, English 44, History ~~12B, 32~~, 122, 184, Music 13, Political Science 5, Sociology 104, 107

Total Units: ~~24~~ 21

American Cultures Option:

Ethnic Studies 1; complete 15 units from: Anthropology 6, Art 7, English 42, 43, 44, History ~~9, 16A, 16B, 17, 32~~, 108, 110, 111, 112, 122, Psychology 10, Sociology 107; ~~six~~ three units from: ~~American Studies 3~~, Anthropology 2, History ~~12A, 12B, 14A, 14B, 19~~, 154, 175, 176, 183, 184, Music 13, Political Science 5, Sociology 104

Total Units: ~~24~~ 21

Asian American Studies Option:

English 44, Ethnic Studies 1, History ~~14A, 14B~~, 114, 175, 176, ~~Political Science 5~~, Sociology 107; ~~six~~ three units from: Art 5A, 5B, 6, Japanese 25, Philosophy 12, ~~Political Science 5~~, Sociology 104

Total Units: ~~24~~ 21

Chicano Studies Option:

Art 7, English 42, Ethnic Studies 1, History ~~17, 19~~, 112, 154, Political Science 5; ~~six~~ three units from: ~~American Studies 3~~, English 44, History ~~32~~ 122, Sociology 104, 107

Total Units: ~~24~~ 21

Native American Studies Option:

Anthropology 6, English 44, Ethnic Studies 1, History 9 108, Political Science 5, Sociology 107; ~~six~~ three units from: Anthropology 2, 7, 8, Art 7, Sociology 104  
Total Units: ~~24~~ 21

*Recommendation:*

African American Studies Option:

English 43, Ethnic Studies 1, History 110, 111, 183, Psychology 10; three units from: Art 9, English 44, History 122, 184, Music 13, Political Science 5, Sociology 104, 107  
Total Units: 21

American Cultures Option:

Ethnic Studies 1; complete 15 units from: Anthropology 6, Art 7, English 42, 43, 44, History 108, 110, 111, 112, 122, Psychology 10, Sociology 107; three units from: Anthropology 2, History 154, 175, 176, 183, 184, Music 13, Political Science 5, Sociology 104  
Total Units: 21

Asian American Studies Option:

English 44, Ethnic Studies 1, History 114, 175, 176, Sociology 107; three units from: Art 5A, 5B, 6, Japanese 25, Philosophy 12, Political Science 5, Sociology 104  
Total Units: 21

Chicano Studies Option:

Art 7, English 42, Ethnic Studies 1, History 112, 154, Political Science 5; three units from: English 44, History 122, Sociology 104, 107  
Total Units: 21

Native American Studies Option:

Anthropology 6, English 44, Ethnic Studies 1, History 108, Political Science 5, Sociology 107; three units from: Anthropology 2, 7, 8, Art 7, Sociology 104  
Total Units: 21

#### 4. History

*Current Status/Proposed Change*

History ~~1A, 1B, 101, 102, 140, 141~~; three courses from: American Studies 7, History 5A, 5B, 8, 9, 12A, 12B, 14A, 14B, 16A, 16B, 17, 18A, 18B, 19, 22, 25, 27, 30, 37, 105, 106, 108, 110, 111, 112, 114, 122, 128, 129, 143, 145, 152, 154, 162, 163, 165, 175, 176, 177, 178, 183, 184, 190; ~~Political Science 1~~  
Total Units: 21

*Recommendation:*

History 101, 102, 140, 141; three courses from: American Studies 7, History 105, 106, 108, 110, 111, 112, 114, 122, 128, 129, 143, 145, 152, 154, 162, 163, 165, 175, 176, 177, 178, 183, 184, 190

Total Units: 21

5. Philosophy

*Current Status/Proposed Change*

Philosophy 3, 5 or 8; Philosophy 10, 11; two courses from Philosophy 2, ~~3~~, 7, 12, 14, 23; ~~three courses~~ one course from: ~~at least two of the following groups:~~

1. ~~Art 1, 3, 4, Music 11~~

2. History ~~140~~, 141

3. English 23, 31, ~~35~~, 36

4. ~~Mathematics 40 or 43, 60, 120~~

Total Units: ~~24~~ ~~26~~ 21

*Recommendation:*

Philosophy 3, 5 or 8; Philosophy 10, 11; two courses from Philosophy 2, 7, 12, 14, 23; one course from: History 141, English 23, 31, 36

Total Units: 21

6. Political Science

*Current Status/Proposed Change*

Political Science 1; four courses from: Political Science 2, 3, 5, 6, 8, 10; ~~two~~ one courses from: Economics 1, 2, History ~~1A, 1B, 14A~~, 101, 102, ~~140~~, 141,

Philosophy 3, 10

Total Units: ~~24~~ 18

*Recommendation:*

Political Science 1; four courses from: Political Science 2, 3, 5, 6, 8, 10; one course from: Economics 1, 2, History 101, 102, 141, Philosophy 3, 10

Total Units: 18

7. Sociology

*Current Status/Proposed Change*

~~Anthropology 2~~, Sociology 101, 104; Sociology 109 or Psychology 9A or

Mathematics 150; ~~two~~ three courses from: American Studies 7, Anthropology 2, 9; Mathematics 140 or 160 or 190; ~~Philosophy 2, 3, 5, 8~~, Psychology ~~5, 10~~, 12, 16,

Sociology 102, 107, 108, 110, 112, ~~115~~ Women's Studies 1

Total Units: 19

*Recommendation:*

Sociology 101, 104; Sociology 109 or Psychology 9A or Mathematics 150; three courses from: American Studies 7, Anthropology 2, 9; Mathematics 140 or 160 or 190; Psychology 12, 16, Sociology 102, 107, 108, 110, 112, Women's Studies 1  
Total Units: 19

## Board Policy 4050

## Articulation

### **Board Policy 5045 Articulation**

~~The District will articulate baccalaureate level courses and programs with colleges and universities in its transfer region. It will also establish appropriate articulation for courses with area high schools and occupational centers.~~

~~Because of the size, complexity, and diversity of secondary and postsecondary education in California, articulation procedures will be used to enable students to achieve a seamless transfer. For articulation with colleges and universities, El Camino College follows the latest version of the Handbook of California Articulation Policies and Procedures. For articulation of courses with high schools and the Regional Occupational Centers (ROC), it follows procedures established by the College Curriculum Committee.~~

The President/Superintendent or his/her designee will assure appropriate articulation of the District's baccalaureate level courses and programs with four year universities and where appropriate, establish articulation with local area high schools and occupational centers to enable students to achieve a seamless transfer.

Reference:

Title 5, Section 51022(b) ; Education Code section 66720-66744

Replaces Board Policy 6201.

(Renumbered from 4050 to 5045 and renumbered back to 4050)

El Camino College

Adopted:

## Administrative Procedures 4050

## Articulation

El Camino College follows the Handbook of California Articulation Policies and Procedures (developed by the California Intersegmental Articulation Council) and the procedures established by the College Curriculum Committee for articulation with local high schools and occupational centers. The Curriculum Handbook is housed in the Office of Academic Affairs, division offices and the College website.

Reference:

**Title 5, Section 51022(b); Accreditation Standard II.A.6.a; Education Code section 66720-66744.**

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

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	<u>Page No.</u>
A. Journalism Association of Community Colleges Annual Conference...	17
B. International Travel.....	17
C. Grant – Information.....	18
D. Grant – Acceptance.....	22

## **STUDENT AND COMMUNITY ADVANCEMENT**

### **A. JOURNALISM ASSOCIATION OF COMMUNITY COLLEGES ANNUAL CONFERENCE**

It is recommended that the Board approve attendance of the following students at the Journalism Association of Community Colleges Annual Conference, April 8-10, 2010, Los Angeles, California. Registration and lodging expenses not to exceed \$4,000 and \$3,500, respectively, will be paid from Auxiliary Services Union Conference and Miscellaneous Expenses accounts. Students will pay for their own travel in private vehicles to and from the hotel site.

Advisors: Lori Medigovich, Kate McLaughlin, Gary Kohatsu and Don Treat

Stephanie Alcorn, Nelson Amaya, Daniel Argueta, Cliff Bailey, Heather Barone, Simon Baty, Brooke Buckaway, Jael Bullard, Stephany Bustos, Jorge Camarillo, Risa Chuman, Katherine Correa, Alex Curran, William DeLeon, Erin Delsigne, Eric Farrell, Toney Fernandez, Seth Garcia, Robert Gastelum, Anastashia Goolsby, Jose Gonzalez, Maria Gonzalez, Daniece Janae Green, Desiree Groves, Ruby Gutierrez, Brooke Ham, Karla Henry, Vilma Huert, Danielle Hutton, Filip Jerzycke, Fernando Jimenez, Nick Kemalyan, Kris Kessler, Zarina Khairzada, Justin Lahr, Yvonne Lopez, Erika Maldonado, Wing Mann, Caitlin Martin, Roxanna Martinez, Lauren Neuroth, Juilee Oliver, Sylvia Ozdzyński, Ryan Pelle, Danielle Raiche, Stuart Rainer, Osvaldo Romero, Marquel Rose, Ivan Santiago, Mihoko Sato, Haipha Simon, Michael Stone, Yumnah Syed, Daniel Tomerlin, Jaime Torres, Samantha Troisi, Stephen Voltattorni, Rommell Miles Villalon, Mihiri Weerasinghe

### **B. INTERNATIONAL TRAVEL**

It is recommended that the Board approved international travel for Leonid Rachman to participate in the American Educational Opportunities Fall 2010 Tour September 14 through 27, 2010, to Singapore, Kuala Lumpur, Hong Kong, Jakarta, and Bangkok. The purpose of the trip is for F-1 Visa student recruitment. Expenses in the amount of \$17,000 to be paid from the International Student Program Conference funds.

## STUDENT AND COMMUNITY ADVANCEMENT

### C. GRANTS – INFORMATION

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

1. California Community Colleges Chancellor’s Office Economic and Workforce Development – Business and Entrepreneurship Centers. The initial term of this grant is July 1, 2010 to and including June 30, 2011. The Business and Entrepreneurship Centers facilitate the success of business and entrepreneurship through partnership and collaborations with businesses, industry, education and government. The Business and Entrepreneurship Centers advocate for the advancement of entrepreneurship at the community college level as well as the high schools in their region through low-unit, certificate classes and a focus on Youth Entrepreneurship Program activities. The Business Entrepreneurship Centers improve the management and stability of regional businesses that lead to increased number of new and retained jobs, sales, and investments through direct efforts of new and existing partnerships and collaborations.

Project Director: Starleen Van Buren, Director, Small Business Development Center

Amount of Grant Funding from Granting Agency	\$205,000
Amount of College Match	<u>205,000</u>
Total Amount of Grant	\$410,000

Indirect Rate \$7,885 (4%)

Performance Period: July 1, 2010 through June 30, 2011

2. California Community Colleges Chancellor’s Office Economic and Workforce Development – Center for Applied Competitive Technology Strategic Priority Leadership, Coordination & Technical Assistance. The initial term of this grant shall be July 1, 2010 to and including June 30, 2011. The Leadership works with the Chancellor’s Office, a statewide initiative advisory committee, and the Economic and Workforce Development Program Advisory Committee, to coordinate resources and assist in providing a system-wide response to economic and workforce development opportunities. Colleges that are awarded these grants must demonstrate capacity in the following designated areas of leadership: 1) Serve in a State-level leadership capacity on behalf of fostering the Economic Workforce Development mission within the System and 2) Provide guidance, technical assistance, and subject matter expertise to Initiatives, Centers and participating colleges.

Project Director: Jose Anaya, Dean, Community Advancement

## STUDENT AND COMMUNITY ADVANCEMENT

Amount of Grant Funding from Granting Agency	\$172,500
Amount of College Match	<u>-0-</u>
Total Amount of Grant	\$172,500
Indirect Rate	\$6,635 (4%)
Performance Period: July 1, 2010 through June 30, 2011	

3. California Community Colleges Chancellor's Office Economic and Workforce Development – Center for Applied Competitive Technologies. The initial term of this grant shall be July 1, 2010 to and including June 30, 2011. Centers for Applied Competitive Technologies enhance the competitiveness of California's small and medium-sized manufacturers by facilitating the transfer and adoption of advanced and environmentally-sound manufacturing technologies and techniques by assisting in the deployment of new technologies. The Center for Applied Competitive Technologies provide continuous improvement techniques, allowing California manufacturers and their employees to remain competitive in changing markets and a global economy.  
Project Director: David Gonzales, Director, Center for Applied Competitive Technologies

Amount of Grant Funding from Granting Agency	\$205,000
Amount of College Match	<u>-0-</u>
Total Amount of Grant	\$205,000
Indirect Rate	\$7,885 (4%)
Performance Period: July 1, 2010 through June 30, 2011	

4. California Community Colleges Chancellor's Office Economic and Workforce Development – Center for International Trade Development. The initial term of this grant shall be July 1, 2010 to and including June 30, 2011. The Centers for International Trade Development Initiative is to advance California's economic development and global competitiveness by providing quality training and services to small and medium-sized enterprises that are potential or current exporters or importers, as described in the California Government Code Section 15379.21. The Centers for International Trade Development have existing working relationships with local, industry, federal and international partners, and has contractual relationships with the U.S. Department of Commerce, International Trade Administration, and the Western United States Agricultural Trade Association.  
Project Director: Maurice Kogon, Director, Center for International Trade Development

## STUDENT AND COMMUNITY ADVANCEMENT

Amount of Grant Funding from Granting Agency	\$205,000
Amount of College Match	<u>205,000</u>
Total Amount of Grant	\$410,000
Indirect Rate	\$7,885 (4%)
Performance Period: July 1, 2010 through June 30, 2011	

5. California Community Colleges Chancellor's Office Economic and Workforce Development – Industry-Driven Regional Collaborative (IDRC) Aerospace Fastener Manufacturing Training Center Alliance. The El Camino Community College District's Industry-Driven Regional Collaborative grant proposal and the Aerospace Fastener Manufacturing Training Alliance (AFMTA), are designed to meet the regional workforce challenges in Los Angeles County, Orange County and the Inland Empire's growing aerospace fastener manufacturing industry. El Camino Community College District has taken the lead in bringing together industry partners. These partners are fully committed to investing in the development and delivery of the Alliance. Project Director: David Gonzales, Director, Center for Applied Competitive Technologies

Amount of Grant Funding from Granting Agency	\$484,828
Amount of College Match	<u>643,180</u>
Total Amount of Grant	\$1,128,008
Indirect Rate	\$18,647 (4%)
Performance Period: July 1, 2010 through June 30, 2012	

6. California Community Colleges Chancellor's Office Economic and Workforce Development – Industry-Driven Regional Collaborative "Green" Export Training & Enabler Program. This Industry-Driven Regional Collaborative is a 7-step, Green Export Training & Enabler Program designed to increase California Green technical jobs and exports to China, primarily of environmental technologies (air, water, pollution control, wastewater treatment, solid and toxic waste management); renewable energy equipment (solar, wind, hydro); and green building materials. California is the U.S. leader in green technology and is in the best position among all states to respond to competitive challenges in the global market. Project Director: Maurice Kogon, Director, Center for International Trade Development

Amount of Grant Funding from Granting Agency	\$390,129
Amount of College Match	<u>450,472</u>
Total Amount of Grant	\$840,601

## STUDENT AND COMMUNITY ADVANCEMENT

Indirect Rate \$15,005 (4%)  
Performance Period: July 1, 2010 through June 30, 2011

7. California Community Colleges Chancellor's Office – Responsive Training Fund Grant. The Responsive Training Fund for Incumbent Workers project is designed to address the strategic priority area of business and workforce improvement. The El Camino College Responsive Training Fund, if funded, will enable El Camino College to provide short-term, intensive training for incumbent workers in the aerospace manufacturing, and manufacturing distribution of electronic wireless communications equipment. Training will be provided to a minimum of 50 senior technician-level employees and engineers. Training will take place at work sites and will involve collaboration with participants including CSU Long Beach, Arizona State University, El Camino College and industry experts in the development of curriculum and delivery of training.  
Project Director: David Gonzales, Director, Center for Applied Competitive Technologies

Amount of Grant Funding from Granting Agency	\$181,256
Amount of College Match	<u>90,738</u>
Total Amount of Grant	\$271,994

Indirect Rate \$6,971 (4%)  
Performance Period: July 1, 2010 through June 30, 2011

8. California Community Colleges Chancellor's Office – Responsive Training Fund Grant. El Camino College seeks Responsive Training Funds for an extensive training program on international trade regulations. U.S. and foreign trade regulations have a major impact on California's international trade, mostly restrictive and highly punitive if ignored. California's international trade is heavily based on sectors that are mostly impacted by international trade regulations, especially agriculture, aerospace, electronics, information technologies and medical equipment. Compliance training is critically needed to overcome fears, raise compliance levels, and minimize inadvertent violations that put the nation and the unwitting businesses at risk.  
Project Director: Maurice Kogon, Director, Center for International Trade Development

Amount of Grant Funding from Granting Agency	\$183,106
Amount of College Match	<u>186,570</u>
Total Amount of Grant	\$369,676

**STUDENT AND COMMUNITY ADVANCEMENT**

Indirect Rate \$7,043 (4%)  
 Performance Period: July 1, 2010 through June 30, 2011

9. California Community Colleges Chancellor’s Office Economic and Workforce Development – Workplace Learning Resource Center (WpLRC). The initial term of this grant shall be from July 1, 2010 to and including June 30, 2011. WorkPlace Learning Resource Centers drive economic and workforce development in California through high quality, innovative, affordable education, learning and training solutions through community colleges for employers in the private and public sectors. The Centers provide programs that are functional in context to the job providing skill enhancement employees can apply immediately to their work after training, such as basic skills training in communication, Math, and English as a Second Language.  
 Project Director: Philip Sutton, Director, WorkPlace Learning Resource Center

Amount of Grant Funding from Granting Agency	\$205,000
Amount of College Match	<u>205,000</u>
Total Amount of Grant	\$410,000
Indirect Rate	\$7,885 (4%)
Performance Period: July 1, 2010 through June 30, 2011	

**D. GRANTS – ACCEPTANCE**

It is recommended that the Board accept the following grants:

1. California Community College Economic and Workforce Development – Entrepreneurship Career Pathways Projects (Youth Entrepreneur Program). This is a continuation of a previously-funded augmentation to the Center for International Trade Development Center grant. The purpose of the project is to replace misconceptions of vocational education and blue collar jobs with increased youth awareness of self-employment as a legitimate lifetime career path and youth aspirations to create businesses that will provide them with a living wage.  
 Project Director: Maurice Kogon, Director, Center for International Trade Development

Amount of Grant Funding from Granting Agency	\$35,000
Amount of College Match	<u>-0-</u>
Total Amount of Grant	\$35,000
Indirect Rate	\$1,346 (4%)

Performance Period: December 1, 2009 through June 30, 2010

## STUDENT AND COMMUNITY ADVANCEMENT

2. California Community Colleges Economic and Workforce Development – Entrepreneurship Career Pathways Projects (Youth Entrepreneur Program). The El Camino College small Business Development Center will educate and train young adults ages 14-27 on the principals of entrepreneurship and small business ownership by offering the following: A) One or two 15-week Buzz on Biz Young Entrepreneur Academies for junior and senior high school students, and college-age young adults that utilize NxLevel curriculum, B) Implementation of a virtual International Business Practice Firm, which is a simulated company set up and run by students with the assistance of a teacher/facilitator, and C) Business Plan Competition/Graduation Luncheon. Project Director: Star Van Buren, Director Small Business Development Center

Amount of Grant Funding from Granting Agency	\$35,000
Amount of College Match	<u>-0-</u>
Total Amount of Grant	\$35,000
Indirect Rate	\$1,346 (4%)
Performance Period: December 1, 2009 through June 30, 2010	

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**Agenda for the El Camino Community College District Board of Trustees  
from  
Administrative Services  
Jo Ann Higdon, Vice President**

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	<u><b>Page No.</b></u>
A. Contracts Under \$78,500.....	25
B. Notice of Job Completion.....	26
C. Surplus Property .....	26
D. Purchase Orders and Blanket Purchase Orders .....	29

## Administrative Services

### **A. CONTRACTS UNDER \$78,500**

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

- 1. Contractor:** **CALIFORNIA EARLY CHILDHOOD MENTOR PROGRAM**

**Services:** Provide partial funding for one two-unit class for the Spring 2010 Child Development program.

**Requesting Dept.** Behavioral and Social Sciences – Childhood Education

**Date(s):** 2/16/10 – 6/30/10

**Financial Terms:** Projected Gross Income \$1,584  
Funded by both the California Mentor Program and Head Start Partnership Grants
  
- 2. Contractor:** **CALIFORNIA INSTITUTE FOR NURSING & HEALTH CARE**

**Services:** Nurses who need clinical experience as teachers and are working on their undergraduate degrees will obtain required teaching experience by working with El Camino College nursing faculty.

**Requesting Dept.:** Health Sciences & Athletics – Nursing Department

**Date(s):** 3/1/10 – 6/30/11

**Financial Terms:** No Cost to the District
  
- 3. Contractor:** **KEDREN HEAD START and STATE PRESCHOOL PROGRAM**

**Services:** Provide funding for two three-unit Child Development courses for their Head Start teachers to be offered at their headquarters in Spring 2010.

**Requesting Dept.** Behavioral and Social Sciences – Child Development

**Date(s):** 2/11/10 – 6/30/10

**Financial Terms:** Projected Gross Income \$15,200  
Funded by the State Head Start Partnership Grant
  
- 4. Contractor:** **LOYOLA UNIVERSITY NEW ORLEANS SCHOOL OF NURSING**

**Services:** Nurses who need clinical experience as teachers and are working on their undergraduate degrees will obtain required teaching experience by working with El Camino College nursing faculty.

**Requesting Dept.:** Health Sciences & Athletics – Nursing Department

**Date(s):** 3/15/10 – 3/14/12

**Financial Terms:** No Cost to the District

**B. NOTICE OF JOB COMPLETION – LETNER ROOFING COMPANY – ART & BEHAVIORAL SCIENCE REROOFING PROJECT – 2008-10**

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

**Contractor**

Letner Roofing Company.

Purchase Order Number:

**Contract Amount**

\$287,152

BPO #211291

**C. SURPLUS PROPERTY LIST – MARCH 2010**

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

ECC#	Serial	Mfg.	Model	Description	Cond.	Year Purchased
009276	CTGVL21	Dell	Dim 4550	Desktop Computer	2	2003
009279	9TGVL21	Dell	Dim 4550	Desktop Computer	2	2003
009275	BTGVL21	Dell	Dim 4550	Desktop Computer	2	2003
009289	2TGVL21	Dell	Dim 4550	Desktop Computer	2	2003
009291	GSGVL21	Dell	Dim 4550	Desktop Computer	2	2003
009284	1TGVL21	Dell	Dim 4550	Desktop Computer	2	2003
009288	FSGVL21	Dell	Dim 4550	Desktop Computer	2	2003
009272	5TGVL21	Dell	Dim 4550	Desktop Computer	2	2003
009286	8SGVL21	Dell	Dim 4550	Desktop Computer	2	2003
009274	7SGVL21	Dell	Dim 4550	Desktop Computer	2	2003
009271	3SGVL21	Dell	Dim 4550	Desktop Computer	2	2003
009281	JTGVL21	Dell	Dim 4550	Desktop Computer	2	2003
009287	FTGVL21	Dell	Dim 4550	Desktop Computer	2	2003
009283	CSGVL21	Dell	Dim 4550	Desktop Computer	2	2003
009280	3TGVL21	Dell	Dim 4550	Desktop Computer	2	2003

ECC#	Serial	Mfg.	Model	Description	Cond.	Year Purchased
009278	6SGVL21	Dell	Dim 4550	Desktop Computer	2	2003
009277	8TGVL21	Dell	Dim 4550	Desktop Computer	2	2003
009273	HTGVL21	Dell	Dim 4550	Desktop Computer	2	2003
009290	6TGVL21	Dell	Dim 4550	Desktop Computer	2	2003
009282	GTGVL21	Dell	Dim 4550	Desktop Computer	2	2003
001043	F5NX401	Dell	Dim 4100	Desktop Computer	2	1997
011631	86X7V61	Dell	dim 370	Desktop Computer	2	2005
50520	6H5GC01	Dell	4100	Desktop Computer	2	1998
009021	15SMF11	Dell	gx240	Desktop Computer	2	2002
008929	J2N1F11	Dell	240	Desktop Computer	2	2002
008935	24N1F11	Dell	240	Desktop Computer	2	2002
010599	8HSXM41	Dell	270	Desktop Computer	2	2004
010050	5MK8N31	Dell	270	Desktop Computer	2	2003
011189	356HQ51	Dell	270	Desktop Computer	2	2004
010600	JGSXM41	Dell	270	Desktop Computer	2	2004
40495	5BID2	Dell	gx110	Desktop Computer	2	1998
006649	24274	Sys Tech	P3	Desktop Computer	2	1994
010024	57K8N31	Dell	270	Desktop Computer	2	2003
011028	DLTMG51	Dell	270	Desktop Computer	2	2003
001118	CHMX401	Dell	4100	Desktop Computer	2	1998
009056	28JWG11	Dell	249	Desktop Computer	2	2002
003850	DQQW00B	Dell	xpst600	Desktop Computer	2	2000
001084	BHNX401	Dell	4100	Desktop Computer	2	1998
011057	9WMMG51	Dell	270	Desktop Computer	2	2004
011989	2C3DY61	Dell	170	Desktop Computer	2	2005
009685	DXBCT21	Dell	260	Desktop Computer	2	2003
009737	1G36V21	Dell	260	Desktop Computer	2	2003
010130	5QC3V31	Dell	270	Desktop Computer	2	2003
008549	GKDQX01	Dell	4300	Desktop Computer	2	2002
008836	GQR2C11	Dell	150	Desktop Computer	2	2002
008728	XB21107QM1X	Apple	g4	Desktop Computer	2	2002
008130	003065CBC3D0	Apple	g4	Desktop Computer	2	2001
009028	PM1AZKOV	Promax	p4	Desktop Computer	2	2002
008829	DRR2C11	Dell	270	Desktop Computer	2	2002
010921	DBMDG51	Dell	270	Desktop Computer	2	2004
002030	1PCVB01	Dell	4100	Desktop Computer	2	1996
008578	JGLWZ01	Dell	4100	Desktop Computer	2	2001
009684	DZBCT21	Dell	Gx260	Desktop Computer	2	2003
008744	1JKGB11	Dell	240	Desktop Computer	2	2002
010979	880RG51	Dell	270	Desktop Computer	2	2004

ECC#	Serial	Mfg.	Model	Description	Cond.	Year Purchased
001141	2JPX401	Dell	4100	Desktop Computer	2	1998
012953	6D78Y91	Dell	gx620	Desktop Computer	2	2006
011705	GLBMX61	Dell	1701	Desktop Computer	2	2005
011982	7J3DY61	Dell	170L	Desktop Computer	2	2005
011977	3F3DY61	Dell	170L	Desktop Computer	2	2005
010677	G841703 BNV9	Apple	G5	Desktop Computer	2	2004
010676	G84170E QNV9	Apple	G5	Desktop Computer	2	2004
010672	G84170E2NV9	Apple	G5	Desktop Computer	2	2004
010662	G84170E5NV9	Apple	G5	Desktop Computer	2	2004
010674	G84170E JNV9	Apple	G5	Desktop Computer	2	2004
011016	2NTMG51	Dell	GX270	Desktop Computer	2	2004
30475	Unknown	MIS	P3	Desktop Computer	2	1998
011898	B9DHX61	Dell	SX280	Desktop Computer	2	2004
011394	20PP761	Dell	GX-280	Desktop Computer	2	2004
010210	HWSKT31	Dell	GX270	Desktop Computer	2	2003
010031	C7K8N31	Dell	GX270	Desktop Computer	2	2003
50557	2H5GC01	Dell	Unknown	Desktop Computer	2	1998
29751	Unknown	Hp	Laser	Printer	2	1997
002104	Unknown	Hp	Laser	Printer	2	1990
002037	HPCVB01	Dell	4100	Desktop Computer	2	1998
29845	Unknown	Phillips	Unknown	Monitor	2	1997
008331	G3PPM01	Dell	PPOIL	notebook	2	2001
009127	72MMR11	Dell	Insp 4150	notebook	2	2002
012699	H0V4C91	Dell	Lat D610	notebook	2	2006
010934	1889G51	Dell	D600	notebook	2	2004
011332	W84490L2QW2	Apple	Pbook G4	notebook	2	2004
30368	Unknown	Toshiba	P3	notebook	2	1998
50497	qt 93727lexw	Apple	Pbook 333	notebook	2	1998
30970	Unknown	Apple	Unknown	notebook	2	1998
011982	7J3DY61	Dell	170L	desktop	2	2005
010144	BWMFT31	Dell	5100	notebook	2	2004
40024	99070221A	Toshiba	Sat 2	notebook	2	1998
30972	qt 937190 exw	Apple	pbook	notebook	2	1998
012650	8TS4C91	Dell	D610	notebook	2	2006
011336	W84490L7QW2	Apple	Pbook G4	notebook	2	2004
012740	46K4C91	Dell	D610	notebook	2	2006
40048	99070799A	Toshiba	259cdt	notebook	2	1998
003916	RN0030YPHTH	Apple	imac	desktop	2	2000
011243	G8438HA1QQH	Apple	emac	desktop	2	2004
011241	G8438H1BQQH	Apple	emac	desktop	2	2004

ECC#	Serial	Mfg.	Model	Description	Cond.	Year Purchased
011240	G8438J5QQQH	Apple	emac	desktop	2	2004

**1 No longer required**

**2 No longer suitable**

**D. PURCHASE ORDERS AND BLANKET PURCHASE ORDERS**

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

Number	Vendor Name	Site Name	Description	P.O. Cost
<b>Fund 11</b>	<b>Unrestricted - El Camino</b>			
P0302199	ABC Vacuum	Operations	Non-Instruct Supplies	\$707.89
P0302325	CCCAOE	V.P. Academic Affairs	Conferences Mgmt	\$395.00
P0302329	Dell Computer	Learning Center	Instructional Supplies	\$1,668.11
P0302333	Emlight Design	Ctr for Arts Production	Repairs Parts And Supplies	\$332.50
P0302334	AT&T Mobility	Health, Safety	Telephone	\$119.85
P0302337	Visucate	Information Tech.	Maintenance Contracts	\$6,585.00
P0302343	Industrial Emergency	Fire	Contract Services	\$4,000.00
P0302344	Santa Monica Fire	Fire	Contract Services	\$19,992.50
P0302345	Manhattan Beach Fire	Fire	Contract Services	\$2,925.00
P0302346	City of Hermosa	Fire	Contract Services	\$5,100.00
P0302347	Code Blue Corporation	Information Tech.	Non-Instruct Supplies	\$42.93
P0302348	Harbor Freight Tools	Information Tech.	Non-Instruct Supplies	\$17.92
P0302350	Specialized Products	Information Tech.	Non-Instruct Supplies	\$53.68
P0302351	Anixter	Information Tech.	Non-Instruct Supplies	\$2,237.69
P0302352	Graybar Electric	Information Tech.	Non-Instruct Supplies	\$390.98
P0302353	Windows It Pro	Information Tech.	Non-Instruct Supplies	\$49.95
P0302357	Your Name Counts	Job Placement	Non-Instruct Supplies	\$411.15
P0302358	Full Compass	Ctr for Arts Production	Non-Instruct Supplies	\$2,619.67
P0302359	Thomson-West/Barcla	V.P. Academic Affairs	Publications-Magazines	\$291.00
P0302378	South Coast Air Qual.	Hazmat	Waste Disposal	\$19.05
P0302387	Ricoh Business	Admissions/Records	Non-Instruct Supplies	\$76.05
P0302388	Hitt Marking Devices	Financial Aid	Non-Instruct Supplies	\$210.44
P0302391	Sitler's Suppliers, Inc.	Ctr for Arts Production	Non-Instruct Supplies	\$377.18
P0302395	Manhattan Beach	Public Relations	Conferences Mgmt	\$54.00
P0302419	Power Transmission	Astronomy	Instructional Supplies	\$218.31
P0302422	Verizon Wireless	Health, Safety	Telephone	\$55.90
P0302423	Laurie Watkins Dzign	Commencement	Indirect Supplies	\$800.00
P0302425	Monterey Graphics	Commencement	Indirect Supplies	\$5,474.49
P0302435	Brown & Bigelow, Inc.	Outreach and School	Non-Instruct Supplies	\$894.55
P0302436	Amazon.Com	Resource	Publications-Magazines	\$36.00
P0302437	Leonid Rachman	International Students	Conferences Mgmt	\$1,327.00
P0302439	Marshall Music	Music	Instructional Supplies	\$371.72
P0302440	Entertainment Light	Ctr for Arts Production	Non-Instruct Supplies	\$1,552.41
P0302441	Nancy A. Adler	Ctr for Arts Production	Non-Instruct Supplies	\$100.86
P0302444	Francesca C. Bishop	Div Office Fine Arts	Instructional Supplies	\$290.00
P0302448	Los Angeles County	Hazmat	Waste Disposal	\$660.00
P0302449	Bearcom	Facilities/Planning	Repairs Noninstructional	\$100.00
P0302450	Allied Refrigeration	Facilities/Planning	Repairs Noninstructional	\$5,103.97
P0302452	United Oil Company	Hazmat Transportation	Gasoline	\$5,539.49
P0302456	Law Office/Larry Frier	Institutional Services	Legal	\$1,350.00

P0302458	Hitt Marking Devices	Fiscal Services	Non-Instruct Supplies	\$352.81
P0302459	Amazon.Com	Ed & Community	Non-Instruct Supplies	\$27.93
P0302463	Vavrinek, Trine, Day	Institutional Services	Audit/ Accreditation fees	\$15,180.00
P0302467	CCPRO	Public Relations	Other Services And Expenses	\$140.00
P0302474	Hispanic Outlook	VP-SCA	Dues And Memberships	\$19.95
P0302475	Dell Marketing L. P.	Information Tech.	Maintenance Contracts	\$2,200.00
P0302476	Datatel, Inc.	Information Tech.	Maintenance Contracts	\$18,570.00
P0302485	Career Cruising	Career Center	Other Services And Expenses	\$550.00
P0302486	Identification and	District Photo ID Cards	Non-Instruct Supplies	\$1,232.25
P0302487	The Foil Place	Commencement	Indirect Supplies	\$741.91
P0302502	SBACC	Public Relations	Dues And Memberships	\$40.00
P0302504	Lexis Nexis	Nursing	Other Books	\$153.29
P0302505	City of Torrance	Institutional Services	Regulatory	\$747.34
P0302507	UCLA Center	Paramedic Academy	Contract Services	\$4,224.00
P0302508	CCLC/CCCAA	President's Office	Conferences Mgmt	\$125.00
P0302509	Network Solutions	Community	Multi Media Advertising	\$244.95
P0302510	Compressed Air	Fire Academy 06-07	Repairs - Instructional	\$886.59
P0302511	Sargent Welch	Physics	Instructional Supplies	\$368.78
P0302512	Jameco Electronics	Electronics	Instructional Supplies	\$968.82
P0302513	All Electronics	Electronics	Instructional Supplies	\$693.66
P0302519	Amazon.Com	Resource	Publications-Magazines	\$22.23
P0302529	California Placement	Job Placement	Conferences Other	\$150.00
P0302530	Discount Two-Way	Ctr for Arts Production	Repairs Parts And Supplies	\$238.53
P0302531	Xpedx Paper	Copy Center	Non-Instruct Supplies	\$690.20
P0302532	Bank of America	President's Office	Non-Instruct Supplies	\$13.73
P0302533	Taverner & Browne	Copy Center	Non-Instruct Supplies	\$632.49
P0302534	Bank of America	President's Office	Conferences Mgmt	\$150.00
P0302535	Presstek, Inc.	Copy Center	Repairs Parts And Supplies	\$397.78
P0302536	Academy of Criminal	Administrative	Dues And Memberships	\$95.00
P0302537	Yamaha Golf Cars of	Facilities/Planning	Repairs Noninstructional	\$2,646.81
P0302540	Freestyle Photograph	Photography	Instructional Supplies	\$1,346.29
P0302543	National Women's	Staff Development	Non-Instruct Supplies	\$55.82
P0302544	Amazon.Com	Staff Development	Other Books	\$151.20
P0302550	California Metal-X	Art Department	Instructional Supplies	\$2,578.76
P0302551	Dynamic Supply Inc.	Art Department	Instructional Supplies	\$1,258.53
P0302552	Graphic Chemical	Art Department	Instructional Supplies	\$156.20
P0302553	Westlake Profession	Music	Instructional Supplies	\$692.40
P0302583	KMT Waterjet	Machine Tool	Instructional Supplies	\$924.76
P0302591	Given Place Media	Ed & Community	Non-Instruct Supplies	\$39.95
P0302593	Amazon.Com	VP-SCA	Publications/ Periodicals	\$57.00
P0302594	Christine S. Lopez	Ctr for Arts Instr/Admin	Contract Services	\$375.00
P0302595	Carolee G.	Student Affairs	Non-Instruct Supplies	\$293.00
P0302601	Carolina Biological	Life Sciences	Instructional Supplies	\$140.21
P0302604	Redleaf Press	Electronics	Instructional Supplies	\$134.57
P0302606	Peter M. Marcoux	Div Office Humanities	Non-Instruct Supplies	\$358.80
P0302609	School Specialty	Theatre/Dance	Non-Instruct Supplies	\$361.37
P0302610	Balanced Body Inc.	Theatre/Dance	Non-Instruct Supplies	\$450.09
P0302611	A-1 Office Concepts	Div Office BSSC	Non-Instruct Supplies	\$481.78
P0302612	VWR Scientific	Life Sciences	Instructional Supplies	\$1,131.60
P0302613	Postmaster	Ed & Community	Other Services And Expenses	\$370.00
P0302619	Northern Asia Co., Ltd	VP-SCA	Contract Services	\$250.00
P0302620	Carolina Biological	Life Sciences	Instructional Supplies	\$34.71
P0302621	VWR Scientific	Life Sciences	Instructional Supplies	\$2,397.44
P0302622	Carolina Biological	Life Sciences	Instructional Supplies	\$1,796.69

P0302624	CCS Presentation	History	Instructional Supplies	\$201.09
P0302626	Carolina Biological	Anthropology	Instructional Supplies	\$161.09
P0302639	CRM Learning	Ed & Community	Non-Instruct Supplies	\$2,869.42
P0302645	OmniUpdate	Information Tech.	Maintenance Contracts	\$7,500.00
P0302646	CCS Presentation	Div Office BSSC	Instructional Supplies	\$1,640.52
P0302650	Battery Specialties	Audio/Visual	Instructional Supplies	\$103.24
P0302651	The Tape Company	Audio/Visual	Instructional Supplies	\$297.00
P0302652	Brodart Co	Div Office Instr.	Instructional Supplies	\$276.48
P0302653	Raddison Hotel	Speech	Other Services And Expenses	\$2,280.00
P0302666	Community College	Administrative Service	Non-Instruct Supplies	\$21.00
P0302670	Emerson Music	Music	Instructional Supplies	\$204.64
P0302675	Chief Neon Sign	Facilities/Planning	Repairs Noninstructional	\$2,461.76
P0302676	Full Compass	Ctr for Arts Production	Non-Instruct Supplies	\$434.62
P0302677	All American Automat	Facilities/Planning	Repairs Noninstructional	\$1,457.75
P0302682	Rose Brand	Civic Center Fine Arts	Non-Instruct Supplies	\$344.50
P0302684	American Bar	Div Office Business	Instructional Supplies	\$900.00
P0302686	Cal-Ed Optical	Life Sciences	Instructional Supplies	\$304.47
P0302690	Edvotek	Life Sciences	Instructional Supplies	\$97.75
P0302698	Harland Technology	Information Tech.	Maintenance Contracts	\$372.00
P0302699	Decision Technology	Information Tech.	Maintenance Contracts	\$2,000.00
P0302702	Hilton Atlanta	Ed & Community	Conferences Mgmt	\$491.95
P0302703	Southern California	Ed & Community	Dues And Memberships	\$500.00
P0302704	Plato Learning	Information Tech	Maintenance Contracts	\$14,441.63
P0302706	Educational	Technology	Non-Instruct Supplies	\$134.38
P0302709	Community College	VP-SCA	Publications/ Periodicals	\$21.00
P0302710	Community College	Public Relations	Publications/ Periodicals	\$39.00
P0302720	Law Fire Protection	Facilities/Planning	Repairs Noninstructional	\$216.47
P0302722	Industrial Emergency	Fire	Contract Services	\$2,500.00
P0302726	Registrar Recorder	Institutional Services	Escrow/adminstrtn fees	\$24.90

**Fund 11 Total: 123**

**\$183,189.12**

**Fund 12 Restricted - El Camino**

P0302072	New Wave Computer	CCAccessMeans	Non Inst Comp Eq	\$2,447.43
P0302261	CDW-G	Parking-Student	New Equipment	\$167.14
P0302326	Rio Hondo College	Parking-Student	In-Service Training	\$10.40
P0302327	Orange County Sherif	Parking-Student	In-Service Training	\$55.00
P0302328	Golden West College	Parking-Student	In-Service Training	\$217.00
P0302330	Association of	Contract Education	Conferences Mgmt	\$50.00
P0302336	Baudville, Inc.	MDC-Parenting	Non-Instruct Supplies	\$125.46
P0302338	Campus Food Service	Community	Non-Instruct Supplies	\$734.56
P0302342	American Express	CalWORKs	Conferences Other	\$175.40
P0302361	World Trade Press	DOE Title VI B (ITCI)	License Fee/Site Licenses	\$390.00
P0302374	Southern California	Egypt Initiative	Other Services And Expenses	\$25.88
P0302375	Battery Systems-Long	Parking-Student	New Equipment	\$1,395.49
P0302377	Bob Lee's Automotive	Parking-Student	Repairs Non Instr	\$1,712.40
P0302380	National Promotions	Administration	Printing	\$1,534.31
P0302381	Simulaid	EGADNP	Instructional Supplies	\$36.73
P0302382	Laerdal	EGADNP	Instructional Supplies	\$165.85
P0302383	Hospital Systems Inc.	EGADNP	Instructional Supplies	\$150.00
P0302384	Pocket Nurse	EGADNP	Instructional Supplies	\$4,752.13
P0302393	San Francisco Airport	CalWORKs	Conferences Other	\$537.99
P0302394	ACCCA	CalWORKs	Conferences Other	\$475.00
P0302398	American Express	SBDC Program Incom	Conferences Mgmt	\$669.80
P0302400	The Edward Lowe	SBDC Program Incom	Other Services And Expenses	\$600.00

P0302420	Safeguard - So.	Parking-Student	Non-Instruct Supplies	\$524.30
P0302421	AAA Flag & Banner	Parking-Student	Non-Instruct Supplies	\$476.97
P0302427	American Express	Title V Management	Conferences Mgmt	\$350.80
P0302428	American Express	Title V Management	Conferences Mgmt	\$294.10
P0302433	Westhost, Inc.	El Camino Language	Multi Media Advertising	\$29.85
P0302434	Time Warner Cable	Egypt Initiative	Other Services And Expenses	\$115.80
P0302438	U S Postmaster	Title V Activity -Oct	Other Services And Expenses	\$185.00
P0302454	BKM Office Furniture	Administration	New Equip - Noninstr \$5k less	\$1,905.27
P0302455	Precision MacHined	RTF Grant #08-332-04	Other Books	\$917.00
P0302461	Pocket Nurse	EGADNP	Instructional Supplies	\$1,328.58
P0302462	Thornburg Center	STEM transfer-Hispan	Non-Instruct Supplies	\$234.50
P0302464	Campus Food Service	EOPS CARE	Non-Instruct Supplies	\$1,711.20
P0302465	American Express	Career & Tech Ed	Conferences Other	\$139.40
P0302466	Economic Modeling	Career & Tech Ed	Publications/ Periodicals	\$7,500.00
P0302472	Assessment	EGADNP	Instructional Supplies	\$2,743.75
P0302477	The Gas Company	Egypt Initiative	Other Services And Expenses	\$14.35
P0302478	Amazon.Com	Parking-Student	New Equipment	\$662.93
P0302479	Marin Consulting	Parking-Student	In-Service Training	\$240.00
P0302480	American Express	Responsive Training	Transportation/ Mileage	\$3,883.10
P0302481	IAT-Brothers Auto	Parking-Student	Repairs Non Instr	\$171.44
P0302482	Emblem Enterprises	Parking-Student	Non-Instruct Supplies	\$328.28
P0302483	Sure Source	Sign Language	Instructional Supplies	\$101.96
P0302484	Marina Security Gate	Community	Other Services And Expenses	\$200.00
P0302488	Bob Lee's Automotive	Parking-Student	Repairs Non Instr	\$975.96
P0302495	Weaver Instructional	Basic Skills	Instructional Site License	\$2,400.00
P0302497	Shred-It California	Community	Other Services And Expenses	\$687.50
P0302506	American Express	WPLRC Industry Driv	Transportation/ Mileage	\$159.40
P0302518	National Promotions	Contract Education	Non-Instruct Supplies	\$1,630.00
P0302527	Copy R Office Solution	Head Start Partnership	Instructional Supplies	\$150.00
P0302528	Uhak Academy	El Camino Language	Contract Services	\$500.00
P0302541	LA Area Chamber	Center Int'l Trade Dev	Dues And Memberships	\$450.00
P0302542	Fast Deer Bus Charter	STEM transfer-Hispan	Transportation	\$3,931.99
P0302545	Foreign Trade	Center Int'l Trade Dev	Dues And Memberships	\$200.00
P0302546	U.S. Mexico Chamber	Center Int'l Trade Dev	Conferences Mgmt	\$190.00
P0302548	Enterprise Rent-A-Car	VATEA I&T	Conferences Other	\$178.20
P0302549	American Express	Career & Tech Ed	Conferences Other	\$134.40
P0302554	American Express	Title V - SMCC - Math	Transportation/ Mileage	\$330.00
P0302585	Amazon.Com	WPLRC PIC Aerospac	Other Books	\$1,750.05
P0302586	A-1 Office Concepts	DSPS	Instructional Supplies	\$55.61
P0302587	Kenesis Corporation	Parking-Student	New Equipment	\$152.10
P0302588	Insync Speech	Parking-Student	New Equipment	\$203.37
P0302590	Pearson Longman	El Camino Language	Other Books	\$40.00
P0302592	Hobart Institute	VATEA I&T	Instructional Supplies	\$3,514.44
P0302596	Badge Printers	Parking-Student	Non-Instruct Supplies	\$319.13
P0302597	Dooley Enterprises	Parking-Student	Non-Instruct Supplies	\$614.60
P0302598	Lou's Golf	Parking-Student	Repairs Non Instr	\$762.56
P0302599	Bearcom	Parking-Student	New Equipment	\$285.35
P0302600	Yale Chase Materials	Parking-Student	Repairs Non Instr	\$1,241.16
P0302605	NAEYC	TANF-CDC (FCCC)	Non-Instruct Supplies	\$89.00
P0302607	Providence Little	Parking-Student	Other Services And Expenses	\$730.00
P0302608	Providence Little	Parking-Student	Other Services And Expenses	\$730.00
P0302615	American Nautical	(STCW) Standards	Other Books	\$6,500.00
P0302616	Betty L. Sedor	Contract Education	Contributions	\$160.00
P0302617	New Wave Computer	VATEA Medial / TV	New Computer	\$905.44
P0302623	CDS2	STEM transfer-Hispan	Conferences Other	\$1,100.00
P0302625	Monterey Graphics	STEM transfer-Hispan	Non-Instruct Supplies	\$49.39

P0302627	Coastline Community	Center Int'l Trade Dev	Conferences Mgmt	\$200.00
P0302628	Mid City Mailing	Responsive Training	Printing	\$598.00
P0302629	Susan D. Brouillette	WRIEC Year 5	Non-Instruct Supplies	\$43.75
P0302636	Nxlevel Education	SBDC-YEP (COCCC)	Noninstructional Supplies	\$3,562.00
P0302647	Chief, Cds Library	Instructional Services	Library Books	\$30.00
P0302648	Sage Publications, Inc.	Instructional Services	Library Books	\$195.50
P0302668	Eddings Brothers	Parking-Student	Repairs Non Instr	\$207.33
P0302669	American Express	Small Bus. Admin	Conferences Mgmt	\$225.40
P0302671	Lou's Golf	Parking-Student	New Equipment	\$4,999.94
P0302672	South Bay Municipal	Parking Violations DM	Other Services And Expenses	\$7,391.50
P0302678	John M. Powers	Contract Education	Contract Services	\$599.00
P0302680	Small Business	SBDC Program Incom	Printing	\$399.00
P0302683	CCS Presentation	Community	New Equip - Noninstr \$5k less	\$850.45
P0302687	National Promotions	STEM transfer-Hispan	Non-Instruct Supplies	\$546.56
P0302701	CDS2	Title V - SMCC - Math	Conferences Mgmt	\$550.00
P0302711	Hobart Institute	VATEA I &T	Instructional Supplies	\$276.97
P0302713	McMaster Carr	VATEA I &T	New Equipment - Instructional	\$1,206.89
P0302714	Johnstone Supply	VATEA I &T	Instructional Supplies	\$1,213.60
P0302716	McMaster Carr	VATEA I &T	Instructional Supplies	\$720.43
P0302718	Vermette Machine	VATEA I &T	New Equipment - Instructional	\$1,746.13
P0302721	International Trade	ECP (YEP) Grant	Conferences Mgmt	\$600.00
P0302725	Green Technology	Career Tech Ed	Conferences Mgmt	\$387.00
P0302729	CCCAOE	WPLRC Industry Driv	Conferences Mgmt	\$50.00
P0302731	Kerry Bonner	Responsive Training	Conferences Mgmt	\$507.76
P0302733	CCMPA	Matriculation	Conferences Other	\$135.00

**Fund 12 Total: 103** **\$98,848.41**

**Fund 15 General Fund -Special Programs**

P0302649	Matthew Bender	Div Office Instr.	Library Books	\$489.07
P0302730	Kari Brody	Athletics	Non-Instruct Supplies	\$229.25

**Fund 15 Total: 2** **\$718.32**

**Fund 33 Child Development**

P0302582	Department of Social	CDC	Other Services And Expenses	\$660.00
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**Fund 33 Total: 1** **\$660.00**

**Fund 72 Student Representation Fee**

P0302581	Fry's Electronics	Student Affairs	Non Inst Comp Eq less than	\$1,138.77
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**Fund 72 Total: 1** **\$1,138.77**

**Fund 79 Auxiliary Services**

P0302335	Cleveland Golf	Health Sciences	Non-Instruct Supplies	\$1,149.94
P0302399	D & D Sporting Goods	Resp Therapy	Non-Instruct Supplies	\$1,553.80
P0302429	Honors Transfer	Student Affairs	Non-Instruct Supplies	\$500.00
P0302432	HL Corporation	Resp Therapy	Non-Instruct Supplies	\$1,830.08
P0302442	Kimberly Wilkinson	Fine Arts	Non-Instruct Supplies	\$1,500.00
P0302445	VS Athletics	Resp Therapy	Non-Instruct Supplies	\$2,061.35
P0302447	Epic Production	Fine Arts	Non-Instruct Supplies	\$330.00

P0302473	Office Depot	Humanities	Non-Instruct Supplies	\$1,015.70
P0302520	Golf Team Products	Health Sciences	Non-Instruct Supplies	\$543.03
P0302578	Alysa M. Brennan	Fine Arts	Non-Instruct Supplies	\$350.00
P0302638	Patty Briles	Fine Arts	Non-Instruct Supplies	\$500.00
P0302727	Paradise Awards	Health Sciences	Non-Instruct Supplies	\$262.31

**Fund 79 Total: 12** **\$11,596.21**

**Fund 82 Scholarships & Trust/Agency**

P0302324	Best Western South	Health Sciences	Fundraising	\$985.60
P0302331	Produplicator	Health Sciences	Fundraising	\$406.08
P0302332	CDW-G	Health Sciences	Fundraising	\$322.30
P0302341	Sun Mountain	Health Sciences	Fundraising	\$1,221.41
P0302379	Battery Specialties	Health Sciences	Fundraising	\$121.95
P0302397	D & D Sporting Goods	Health Sciences	Fundraising	\$923.60
P0302457	Office Max	Special Resource	Fundraising	\$57.33
P0302460	VS Athletics	Health Sciences	Fundraising	\$1,340.78
P0302469	California Pro Sports	Health Sciences	Fundraising	\$433.68
P0302470	Paul Lim	Health Sciences	Fundraising	\$725.00
P0302471	Screenworks, Inc.	Health Sciences	Fundraising	\$591.50
P0302539	Ecolab Center	Health Sciences	Fundraising	\$260.10
P0302577	Flynn Scale	Health Sciences	Fundraising	\$140.00
P0302579	HRM USA, Inc.	Health Sciences	Fundraising	\$1,072.92
P0302580	Duraflex International	Health Sciences	Fundraising	\$1,200.50

**Fund 82 Total: 15** **\$9,802.75**

**PO Funds Total: 257** **\$305,953.58**

**Fund 11 Unrestricted - El Camino**

B0310951	Southern California	Facilities/Planning	Repairs Noninstructional	\$3,580.00
B0310952	Southern California	Facilities/Planning	Repairs Noninstructional	\$2,375.00
B0310953	Lynn Solomita	Human Resources	PSA Contract Services	\$2,000.00
B0310958	XAP Inc.	Admissions/Records	Other Services And Expenses	\$4,785.48
B0310959	Mark Hullibarger	Ctr for Arts Production	PSA Contract Services	\$1,500.00
B0310960	Sperian	Fire Academy 06-07	Repairs - Instructional	\$650.00
B0310965	Oak Hall Cap & Gown	Commencement	Other Rentals	\$2,800.00
B0310974	Clark Security	Lock Shop	Non-Instruct Supplies	\$500.00
B0310978	E.C.C. Public	Fiscal Services	Other Services And Expenses	\$40.25
B0310997	Southland Lumber	Construction	Instructional Supplies	\$1,088.00
B0311007	ECCD Petty Cash	Ctr for Arts Production	Non-Instruct Supplies	\$300.00
B0311012	Ryugaku Journal, Inc.	VP-SCA	Contract Services	\$3,250.00
B0311013	CJR Education	VP-SCA	Contract Services	\$2,750.00
B0311014	ASK Co., Ltd.	VP-SCA	Contract Services	\$750.00
B0311015	Hughes Supply, Inc.	Construction	Instructional Supplies	\$2,650.00

**Fund 11 Total: 15** **\$29,018.73**

**Fund 12 Restricted - El Camino**

B0310945	Charles R. Drew	Title V Drew Univ	Contract Services	\$205,599.00
B0310949	Fast Deer Bus Chart	I&T General Donations	Transportation/ Mileage	\$11,600.00
B0310950	SVM, Ip	EOPS CARE	Transportation Repair	\$6,250.00
B0310966	Verizon Wireless	Parking-Student	Other Services And Expenses	\$1,800.00

B0310968	Gallup Press	SBDC-YEP (COCCC)	Noninstructional Supplies	\$1,320.00
B0310970	Darick J. Simpson	SBDC-YEP (COCCC)	PSA Contract Services	\$7,000.00
B0310971	James L. Kilgore	Small Bus. Admin	PSA Contract Services	\$1,300.00
B0310972	Larry Bressler	Small Bus. Admin	PSA Contract Services	\$1,300.00
B0310979	Rebekah Walker	SBDC-YEP (COCCC)	PSA Contract Services	\$8,200.00
B0310983	Cerritos Community	CTE II-grant	Contract Services	\$166,667.00
B0310989	Jameco Electronics	I & T Division	Instructional Supplies	\$750.00
B0310990	Vocational Training	Terminal	Contract Services	\$25,000.00
B0310992	Cambridge	Contract Education	Non-Instruct Supplies	\$5,000.00
B0310994	Firefighter's Safety	Fire Tech Donations	Instructional Supplies	\$1,900.00
B0310995	Sign a Rama	Fire Tech Donations	Instructional Supplies	\$300.00
B0310996	E.C.C.C.D. Bookstore	Head Start Partnership	Book Vouchers	\$3,500.00
B0311001	Quest Consulting	Cact CA Employee	Contract Services	\$100,000.00
B0311002	Jeremy L. James	Responsive Training	PSA Contract Services	\$4,000.00
B0311003	Robert Gilleskie, PE	WPLRC Industry Driv	PSA Contract Services	\$9,000.00
B0311004	Thomas J. Lenzo	WPLRC Technical	Contract Services	\$20,000.00
B0311005	Roxanne	Fine Arts Dntn-Dance	PSA Contract Services	\$625.00
B0311011	ECCD Petty Cash	SBDC-YEP (COCCC)	Noninstructional Supplies	\$1,800.00
B0311016	ECCD Petty Cash	WPLRC Industry Driv	Non-Instruct Supplies	\$600.00
B0311017	Boiron Inc.	Health Services	Direct Supp	\$600.00
			<b>Fund 12 Total: 24</b>	<b>\$584,111.00</b>
			<b>BPO Funds Total: 39</b>	<b>\$613,129.73</b>
			<b><u>Grand Total POs and BPOs: 296</u></b>	<b>\$919,083.31</b>

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

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	<u>Page No.</u>
A. Category Budgets and Balances.....	37
B. Contract – Koury Engineering & Testing, Inc. – Bookstore Modernization.....	37
C. Rejection of Bid Protest.....	37
D. Bid Award 2009-8 – Taisei Construction – Math, Business, Allied Health Building Project.....	38
E. Change Order – HPS Mechanical – Phase 3 Infrastructure.....	38
F. Change Order – Mackone Development, Inc. – Bookstore Modernization.....	39
G. Change Order – Pierre Sprinkler & Landscaping – Reclaimed Water Project.....	40
H. Notice of Job Completion – Letner Roofing – South Gym Roof Replacement Project.....	41
I. Purchase Orders and Blanket Purchase Orders.....	41

## Administrative Services – Measure E Bond Fund

### A. CATEGORY BUDGETS AND BALANCES

#### GENERAL OBLIGATION BOND FUND CATEGORIES AND PROJECT SUMMARY

The following table reports Measure E expenditures and commitments through February 28, 2010.

CATEGORY	BUDGET	EXPENDED	COMMITTED	BALANCE
Additional Classrooms and Modernization	\$211,118,972	\$70,216,810	\$5,139,403	\$135,762,759
Campus Site Improvements	34,607,523	25,319,890	198,025	9,089,608
Energy Efficiency Improvements	2,818,000	2,752,255	14,214	51,531
Health and Safety Improvements	136,931,805	39,442,469	3,567,363	93,921,973
Information Technology and Equipment	34,776,156	11,544,138	27,393	23,204,625
Physical Education Facilities Improvements	1,585,700	572	0	1,585,128
Contingency*	<u>2,757,031</u>	<u>0</u>	<u>0</u>	<u>2,757,031</u>
<b>TOTAL</b>	<b><u>\$424,595,187</u></b>	<b><u>\$149,276,135</u></b>	<b><u>\$8,946,398</u></b>	<b><u>\$266,372,655</u></b>

\*Includes unallocated refunding income and interest through 12/2009.

### B. CONTRACT– KOURY ENGINEERING & TESTING, INC. – BOOKSTORE MODERNIZATION

It is recommended that the Board of Trustees approve entering into a contract with Koury Engineering & Testing to provide geotechnical monitoring, special inspection and materials testing for the Bookstore Modernization Project.

This firm has been performing these services on this project through a previously approved ongoing service contract.

Dates of Service: March 2010 through July 2010

Cost Not to Exceed: \$100,000

### C. REJECTION OF BID PROTEST – BID 2009-8, MATH BUSINESS and ALLIED HEALTH BUILDING

It is recommended that the Board of Trustees adopt the Vice President of Administrative Services' denial of a bid protest in relation to the Math, Business, and Allied Health Building construction project.

**D. BID AWARD 2009-8 – TAISEI CONTRUCTION – MATH, BUSINESS, ALLIED HEALTH BUILDING PROJECT**

It is recommended that Bid No. 2009-8 be awarded to the following contractor in accordance with the specifications, terms and conditions of the above-named bid.

**RECOMMENDED BIDDER**

Taisei

**BID AMOUNT**

\$20,666,000

**OTHER BIDDERS**

Edge Development

\$21,401,007

Bayley Construction

\$21,789,000

Kemp Bros.

\$22,693,000

Bernards

\$23,331,000

USS Cal Builders

\$23,380,000

Pinner Construction

\$23,402,000

ProWest Construction

\$23,700,000

AKG Construction

\$26,000,000

**E. CHANGE ORDER – HPS MECHANICAL – PHASE 3 INFRASTRUCTURE - 2008-1A**

It is recommended that the Board of Trustees approve the following change order.

1. Relocate an existing light pole and base from the area where a new sidewalk was installed at the corner of Manhattan Beach Blvd. and Crenshaw Blvd. This change is being made to provide increased room for pedestrian traffic in this area. District request. \$1,914
2. Provide repair of existing site lighting conduits in order to maintain proper site lighting east of Lot C. District request. \$7,434
3. At the northeast corner of the Chemistry building, remove a tree determined to be diseased by a campus arborist and replace existing asphalt paving to improve drainage. District request. \$4,971
4. Remove and replace the existing domestic water valve located at the northeast corner of the Maintenance building. The existing valve was inoperable. District request. \$3,979
5. Remove two trees located west of the Library, which were causing damage to the existing sewer line. District request. \$1,173

6. Replace upper portion of an existing catch basin located in a planter area and install a screened grate to eliminate soil from infiltrating and clogging the storm drain. Engineer's request.	\$5,718
7. Provide temporary asphalt patch over existing concrete walkway south of the Planetarium. This work was performed to eliminate a tripping hazard. District request.	<u>\$1,941</u>
Total Change Order Amount	<u>\$27,130</u>
Original Contract Amount	\$9,382,373
Prior Changes	271,719
This Change Order Amount	<u>27,130</u>
New Contract Amount	<u>\$9,681,222</u>

**F. CHANGE ORDER – MACKONE DEVELOPMENT, INC. – BOOKSTORE MODERNIZATION – 2008-11**

It is recommended that the Board of Trustees approve the following change order.

1. Abate and dispose of asbestos and lead contained within a boiler that was removed from service and surplus. District request.	\$1,495
2. Provide and install toilet stall accessories for one of the second floor restrooms. The accessories were not shown on the construction plans.	\$1,712
3. Remove and replace the ceiling and duct work in the kitchen area. The construction plans provided for limited cutting and patching as necessary to install structural strengthening rods. The extent of the cutting and patch was significant and it was judged to be desirable to replace the entire ceiling for appearance and uniformity. District request.	\$16,995
4. Remove existing duct supports and provide new duct supports for exhaust fan six on the roof. The height of the existing duct work was insufficient to allow installation of new roofing. District request.	\$4,852
5. In the new copy center area, remove four floor drains, cap drain lines and level floor slab. District request.	\$1,573
6. Remove and dispose of the trash compactor and related electrical	\$2,990

7. In the kitchen area where three pass through refrigerators were removed, remove concrete curbs and adjacent floor tile. Replace with new floor tile. Removal was not shown on the construction plans. District request.	\$7,754
8. Remove existing roof top exhaust fan and ducting in its entirety, patch concrete roof and wall penetrations and install roofing to match existing. District request.	\$5,179
9. Remove existing suspended ceiling and lighting fixtures and install new replacement ceiling and light fixtures. The removal of a wall in this area resulted in uneven ceiling elevations. District request.	\$3,903
10. At the east side of the building, provide sealant between the existing stair stringers and the existing concrete wall where the new under stair enclosures are located. District request.	\$1,164
11. Abandon a clogged roof drain line and replace and reroute drain line to the below grade storm drain. District request.	\$15,996
12. Remove a portion of an abandoned underground concrete duct bank in the path of new conduits entering the ground floor electrical room. District request.	<u>\$897</u>
 Total Change Order Amount	 <u>\$64,478</u>
Original Contract Amount	\$4,899,000
Prior Changes	217,377
This Change Order Amount	<u>64,478</u>
New Contract Amount	<u><u>\$5,180,855</u></u>

**G. CHANGE ORDER – PIERRE SPRINKLER & LANDSCAPING – RECLAIM WATER PROJECT - 2008-12**

It is recommended that the Board of Trustees approve the following change order.

1. Los Angeles County Department of Public Health Inspector	<u>\$1,095</u>
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requested modifications to the Stadium domestic water backflow device and repair of a leaking 3” existing irrigation mainline located at the south entrance of the Stadium. L.A. County Department of Public Health Inspector’s request.

Total Change Order Amount	<u>\$1,095</u>
Original Contract Amount	\$62,133
Prior Changes	14,139
This Change Order Amount	<u>1,095</u>
New Contract Amount	<u>\$77,367</u>

**H. NOTICE OF JOB COMPLETION –LETNER ROOFING – SOUTH GYM ROOF REPLACEMENT PROJECT – 2008-10**

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

<b><u>Contractor</u></b>	<b><u>Contract Amount</u></b>
Letner Roofing	\$107,000.00

Purchase Order Number: BPO 211282

**I. PURCHASE ORDERS (PO) AND BLANKET PURCHASE ORDERS (BPO)**

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

<b>P.O. #</b>	<b>VENDOR</b>	<b>SITE</b>	<b>DESCRIPTION</b>	<b>COST</b>
P302229	Discount Two-Way Radio	FPS	Group II Equipment	\$3,454.25
P302392	Los Angeles County	Lot H Parking/Athletics	Contract Services	210.63
P302451	Golf Ventures West	Lot H Parking/Athletics	Group II Equipment	5,434.82
P302521	Keenan & Associates	Lot H Parking/Athletics	Contract Services	2,765.53
P302522	Clark Security Products	Bookstore Building	Construction Material	2,262.22
P302614	Forms & Surfaces	Humanities Complex	Group II Equipment	32,922.09
B310944	White Cap	Infrastructure Phase III	Construction Material	4,000.00
B310956	Yukon Corporation	Bookstore Building	Equipment Rental	775.00
B310984	LCC 3 Construction	Humanities Complex	Testing & Inspection	129,600.00
B310985	Koury Engineering	Humanities Complex	Testing & Inspection	92,000.00
B310991	SEW-UP/JPA	Lot H Parking & Athletics	Contact Services	21,455.00
			<b>TOTAL POs AND BPOs</b>	<b><u>\$294,879.54</u></b>

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**Agenda for the El Camino Community College District Board of Trustees  
from  
Human Resources  
Lynn Solomita, Interim Vice President Human Resources**

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	<u>Page No.</u>
A. Employment and Personnel Changes.....	42
B. Temporary Non-Classified Service Employees .....	48
C. Resolution – Equivalence to Minimum Qualifications.....	50

**A. EMPLOYMENT AND PERSONNEL**

It is recommended that the Board ratify/approve the employment and personnel changes for academic, classified, special services professionals and temporary classified service employees as shown in items 1-21 and 1-13.

**Academic Personnel:**

1. Retirement - Ms. Carol Imai-Bowsfield, full-time Counselor, last day worked June 30, 2010, first day of retirement July 1, 2010, and that a plaque be prepared and presented to her in recognition of her service to the District since 1977.
2. Retirement - Ms. Joy Amling, full-time instructor of Accounting, Business Division, last day in paid status January 15, 2010, first day of retirement February 16, 2010, and that a plaque be prepared and presented to her in recognition of her service to the District since 1985.
3. Resignation - Mr. Nelson Espinola, full-time EOP&S Counselor, effective June 30, 2010.
4. Amend Special Assignment - Dr. Christina Gold, full-time instructor of History, Behavioral & Social Sciences Division and Mr. Raymond Lewis, full-time instructor of Administration of Justice, Industry & Technology Division, to provide workshops and support faculty in Student Learning Outcomes (SLOs) across divisions, to be paid \$45.14 an hour, not to exceed 75 hours (instead of 55 hours each) or \$3,400 each (instead of \$2,500 each), effective December 22, 2009 through June 30, 2010 (instead of June 11, 2010), in accordance with the Agreement, Article 10, Section 14(a).
5. Special Assignment - The following full-time instructors to provide workshops and support faculty in Student Learning Outcomes (SLOs) across divisions, to be paid \$45.14 an hour, not to exceed 26 hours or \$1,175 each, effective March 15 through June 30, 2010, in accordance with the Agreement, Article 10, Section 14(a).

Kelly Holt  
Julie Soden

James Noyes  
Karen Whitney

6. Special Assignment - Ms. Evelyn Uyemura, part-time instructor of English, Humanities Division, to write and edit Association of California Community Junior Colleges (ACCJC) substantive proposal for Distance Education, to be paid \$60.18 an hour, not to exceed 100 hours or \$6,018, effective February 17 through August 31, 2010, in accordance with the Agreement, Article 10, Section 14(a).

7. Special Assignment - Ms. Nancy Freeman, full-time instructor of Biology, Natural Sciences Division, to coordinate and plan workshops for future science teachers, to be paid \$60.18 an hour, not to exceed 10 hours or \$602, effective February 17 through March 15, 2010, in accordance with the Agreement, Article 10, Section 14(a).
8. Special Assignment - Mr. Robert Diaz, part-time instructor of Technology, Industry & Technology Division, to coordinate implementation of pre-engineering curriculum for Community Advancement, to be paid \$60.18 an hour, not to exceed 100 hours or \$6,019, effective February 16 through June 30, 2010, in accordance with the Agreement, Article 10, Section 9(m).
9. Special Assignment - Mr. Victor De La Torre, part-time instructor of Technology, Industry & Technology Division, to provide faculty support and supplemental instruction to students participating in grant-funded programs for Community Advancement, to be paid \$45.14 an hour, not to exceed 110 hours or \$4,966, effective February 13 through June 6, 2010, in accordance with the Agreement, Article 10, Section 9(m).
10. Special Assignment - Mr. Walter Cox and Ms. Yunsun Lee, part-time instructors of Art, Fine Arts Division, to develop advertising design and marketing certificate, to be paid \$45.14 an hour, not to exceed 40 hours or \$2,558 each, effective March 5 through June 30, 2010, in accordance with the Agreement, Article 10, Section 9(m).
11. Special Assignment - Dr. Judy Kasabian, full-time instructor of Mathematics, to work as Future Teachers Conference Director, to be paid \$60.18 an hour, not to exceed 116 hours or \$7,000, effective April 1 through November 1, 2010, in accordance with the Agreement, Article 10, Section 14(a).
12. Special Assignment - The following instructors of English, Humanities Division, to prepare and present Basic Skills workshops, to be paid \$60.18 an hour, not to exceed 3 hours or \$181 each, for a total of \$362, effective March 16 through May 25, 2010, in accordance with the Agreement, Article 10, Section 9(m).

Full-time

Peter Marcoux

Part-time

Agnes Davies

13. Special Assignment - Ms. Elise Geraghty and Ms. Briita Halonen, full-time instructors of English, Humanities Division, to prepare and co-present a Basic Skills workshop titled "A/B Grading Practices", to be paid \$60.18 an hour, not to exceed 1.5 hours or \$90.50 each, for a total of \$181, effective March 16 through April 27, 2010, in accordance with the Agreement, Article 10, Section 14(a).

14. Special Assignment - The following part-time instructors of Mathematics to use the faculty cohort model to set up faculty-to-faculty network training and collaboration mechanisms, establish shared on-line office hours using CCC Confer, develop default on-line homework sets for adopted textbooks and continue creating cooperative and collaborative activities for the Joint Mathematics Title V Grant with Santa Monica College, to be paid \$60.18 an hour, not to exceed 40 hours or \$2,408 each, for a grand total of 320 hours or \$19,258, effective March 15 through August 19, 2010, in accordance with the Agreement, Article 10, Section 9(m).

Junko Forbes  
Laura Hinckley  
Wendy Miao  
Mohamad Rahnvard

Malinni Roeun  
Tatiana Roque  
Jose Villalobos  
May Xu

15. Stipend Assignment - The following full-time instructors in the Natural Sciences Division, to present demonstrations for the Onizuka Space Science Day, to be paid \$50 each, effective April 3, 2010, in accordance with the Agreement, Article 10, Section 14(a).

Jeanne Bellemin  
Eric Carlson  
Sara Di Fiori  
Amy Grant  
Charles Herzig  
Norm Kadomoto  
S. Vincent Lloyd  
Michael Stupy  
David Vakil  
Bryan Carey  
Charles Cowell  
Nancy Freeman  
Perry Hacking  
Leon Leonardo  
Ana Tontcheva

16. Stipend Assignment - Dr. David Pierce, part-time instructor of Astronomy, Natural Sciences Division, to present demonstrations for the Onizuka Space Science Day, to be paid \$50, effective April 3, 2010, in accordance with the Agreement, Article 10, Section 9(m).
17. Stipend Assignment - Mr. Mark Urista, part-time instructor of Speech, Fine Arts Division, to work as Assistant Forensics Coach, to be paid \$257.50 per week not to exceed 16 weeks or \$4,120, effective February 13 through June 11, 2010, in accordance with the Agreement, Article 10, Section 10(d).
18. Stipend Assignment - Ms. Rhoda Dillon, part-time instructor of Music, Fine Arts Division, to perform as winter resident artist, to be paid \$375, effective January 24, 2010, in accordance with the Agreement, Article 10, Section 9(m).
19. Stipend Assignment - Ms. Stacy Komai, part-time coach of Golf, Health Sciences & Athletics Division, to be paid a weekly stipend of \$515, effective January 15 through May 7, 2010, in accordance with the Agreement, Article 10, Section 11(e).
20. Employment - The following part-time/temporary instructors to be hired as needed for the 2010 Spring semester:

Behavioral & Social Sciences

Gail Etta Amos  
Marc Mestynek

Business

Harold Rogler

Fine Arts

Cheri Gray  
David Turner

Health Sciences & Athletics

Susan Zareski

Industry & Technology

Lynn Fielding  
David Gonzales

21. Employment - The following part-time/temporary substitute instructors to be hired as needed for the 2010 Spring semester:

Humanities  
Christine Thuau

**Classified Personnel:**

1. Resignation - Ms. Lisa Webb, Accounting Assistant III, Range 30, Step E, Fiscal Services Division, Administrative Services Area, effective February 16, 2010 plus accrued vacation.
2. Resignation - Mr. Jaime Rodriguez, Research Associate, Range 39, Step A, Institutional Research, Student and Community Advancement Area, effective March 18, 2010 plus accrued vacation.
3. Amend Personal Leave of Absence from 16.67% to 36.67% - Ms. Jeannine Barba, Student Services Specialist, Range 33, Step E, Enrollment Services Division, Student and Community Advancement Area, effective February 16 through June 11, 2010.
4. Work Out of Classification - Ms. Debra Robertson, Bookstore Technical Assistant, Range 29, Step E, Bookstore Division, Administrative Services Area, to Bookstore Supervisor, Range 16, Step B (Supervisory Salary Schedule), to oversee daily operation of the Compton Bookstore, effective January 1 through June 30, 2010.
5. Temporary Employment - Ms. Marci Meyers, Research Associate, Range 39, Step A, Institutional Research, Student and Community Advancement Area, effective March 22, 2010 through January 31, 2011.

**Temporary Classified Services Employees**

6. Ms. Patricia Amezua - Senior Clerical Assistant, Range 24, Step A, Fine Arts Division, Academic Affairs Area, to perform clerical assistance as assigned, effective March 9 through June 30, 2010.
7. Ms. Stephanie Casareo - Calworks Job Placement and Placement Advisor, Range 35, Step A, Counseling & Student Services Division, Student and Community Advancement Area, to work with employers and industry leaders in the development of job development and placement opportunities and assist students with obtaining and maintaining employment, effective March 16 through June 30, 2010.

8. Ms. Syntia Hadingtias - Laboratory Technician II, Range 31, Step A, Natural Sciences Division, Academic Affairs Area, coverage for Spring 2010 instructional program, 8:00 a.m. - 2:30 p.m., Monday through Friday, effective February 16 through June 30, 2010.
9. Ms. Quyen Nguyen - Accounting Assistant III, Range 30, Step A, Fiscal Services Division, Administrative Services Area, to process payroll, 40 hours per week, effective February 17 through April 30, 2010.
10. Mr. Roman Trubnikov - Senior Clerical Assistant, Range 24, Step A, Community Advancement Division, Student and Community Advancement Area, 40 hours per week, effective March 16 through June 30, 2010.
11. Mr. Sean Vasquez - Set Designer, Range 36, Step A, Fine Arts Division, Academic Affairs Area, to design scenery for plays and dance concerts, effective April 1 through June 30, 2010.
12. Ms. Lisa Webb - Accounting Assistant III, Range 30, Step A, Fiscal Services Division, Administrative Services Area, effective March 1 through June 30, 2010.
13. Mr. John Weitzel - Calworks Job Placement and Placement Advisor, Range 35, Step A, Counseling & Student Services Division, Student and Community Advancement Area, 8 - 16 hours per week, effective March 22 through June 30, 2010.

**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 1-10.

The following temporary, non-classified service employees are to be hired for the 2009-2010 fiscal year, paid hourly, effective March 16, 2010 through June 30, 2010, days and hours vary as needed, unless otherwise stated.

**Instructional Aid Series**

1. Instructional Aide III

The following individual is to provide intermediate level tutoring, maintain records, and other specified accommodations for students.

Amber Grace, \$10.50 (eff. Feb. 22, 2010 through June 30, 2010)

2. Instructional Aide VI

The following individual is to provide tutoring and academic support for the student athletes.

Jaymie Baquero, \$15.00

### **Office Aide Series**

3. Office Aide II

The following individual is to assist with general office duties, data entry, and support the department staff with projects and other daily operations and maintenance as needed.

Isabelle Pena, \$12.00 (eff. February 2, 2010 – June 30, 2010)

### **Program Aide Series**

4. Program Aide VI

The following individual is to provide administrative, technical, financial, and contractual assistance, assist with coordinating staff and room schedules and activities, delegate clerical tasks to lab assistants, and review and verify reports for various programs.

Lois LaBeaud, \$17.00

### **Sports Aide Series**

5. Sports Aide IV

The following individual is to provide lifeguarding duties for the swimming classes.

Jennie Johnson, \$12.00

### **Theater Aide Series**

6. Theater Aide I

The following individual is to assist the theater management and staff with basic theater duties for on-campus events.

Oscar Villaloboz, \$8.50

### **Professional Series**

### **Assistive Linguistics Professional Series**

7. Assistive Linguistics Professional I

The following individual is to be hired by the Special Resource Center to provide language interpreting support services between Deaf and Hard-of Hearing students, staff, and their hearing peers, the classroom instructor and other personnel.

Simeonne LaBrecque, \$20.00 (eff. February 13, 2010 – June 30, 2010)

### **Education Professional Series**

#### 8. Education Professional I

The following individual is to design and develop instructional material for customer training courses that support company learning objectives.

Jeremy Engel, \$20.00 (effective February 17, 2010 through June 30, 2010)

The following individuals are to model for the Fine Arts life drawing and painting classes, \$25.00 per hour.

Ashley Lowery  
Marisol Montoya

### **Training Professional Series**

#### 9. Training Professional I

The following individual is to provide training, expertise, leadership and professional services in the Police Reserve Academy, the Fire Academy, and Emergency Medical Technology program.

Michael Reddy, \$32.00

#### 10. Training Professional II

The following individual is to facilitate groups with youth at risk or foster youth using experiential training strategies and strength-based practices in both the Youth Empowerment Strategies for Success and the Foster and Kinship Care Education Programs.

Marilyn Maigna, \$37.00

### **C. RESOLUTION - EQUIVALENCE TO MINIMUM QUALIFICATIONS**

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

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

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

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

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

Fine Arts

Cheri Gray, Art

David Turner, Art

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

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A. Absence of a Board Member .....Page 53

B. Travel .....Page 53

A. Absence of a Board Member

It is recommended that the Board excuse Trustees Jackson and Combs from the January 19, 2010 Board Meeting with no loss of salary due to illness.

B. Travel

It is recommended that the Board approve Ray Gen to attend the Community College League of California Advisory Committee on Legislation in Sacramento, CA on Friday, March 26, 2010, with no loss of salary, transportation and necessary expenses paid.