

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, June 16, 2008
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 May 19, 2008, Pages 4-5**
- III. Oath of Office – Ms. Elise Yerelian**
- IV. Recognitions/Presentation**
 - A. Student Athletes:
 1. Nai Leni – State Champion – Shot Put
 2. Lauren Simmon – State Champion Team Member, Volleyball – Athlete of the Year, Female
 3. Ramon Marquez – Baseball – Athlete of the Year, Male
 - B. Mathematics, Engineering, Science Achievement (MESA) Program Scholarship Recipients:
 1. Ugoeze Nwokedi
 2. Leselle Norville
 - C. Dr. Joanna Nacheff – Global Experience Through Technology (GETT)
- V. Consent Agenda – Recommendation of Superintendent/President, Discussion and Adoption**
 - A. Public Comment
 1. Academic Affairs
See Academic Affairs Agenda, Pages 6-36
 2. Student and Community Advancement
See Student Services Agenda, Pages 37-40
 3. Administrative Services
See Administrative Services Agenda, Pages 41-72
 4. *See Measure "E" Bond Fund Agenda, Pages 73-77*

- 5. *See Human Resources Agenda,
Pages 78-130*
- 6. Superintendent/President
*See Superintendent/President Agenda,
Pages 131-133*

VI. Committee of the Whole

- A. Public Comment
 - 1. Safety & Security Presentation
Chief Stephen Port

VII. Public Comment on Non-Agenda Items

VIII. Oral Reports

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

IX. Closed Session

- A. Personnel Matters, Brown Act Section 54957
 - 1. Public Employee Performance Evaluation – Superintendent/President
- B. Student Expulsion, Brown Act Section 54954.5
 - 1. Student Expulsion – 1 case

Board of Trustees Meeting Schedule for 2008 4:00 p.m. Board Room

Monday, June 16, 2008
Monday, July 21, 2008
Monday, August 18, 2008
Tuesday, September 2, 2008
Monday, October 20, 2008
Monday, November 17, 2008
Monday, December 15, 2008

EL CAMINO COLLEGE STRATEGIC PLAN 2007 THROUGH 2010

Vision Statement

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

Mission Statement

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

Statement of Philosophy

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

Statement of Values

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

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

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

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

Diversity – We recognize and appreciate our similarities and differences.

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

Guiding Principles

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

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

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

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

Strategic Initiatives

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

EL CAMINO COMMUNITY COLLEGE DISTRICT
MINUTES OF THE REGULAR MEETING OF
Monday, May 19, 2008

The Board of Trustees of the El Camino Community College District met at 4:00 p.m. on Monday, May 19, 2008, in the Board Room at El Camino College.

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

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

Minutes of the Regular Board Meeting of April 21, 2008

The Minutes of the Regular Board Meeting of April 21, 2008 were approved.

Consent Agenda

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

Academic Affairs

Board Policy 4040 – Library Services – Second Reading & Adoption
Board Policy 4045 – Textbook and Instructional Materials – Second Reading & Adoption
Board Policy 4070 – Audit of Courses – First Reading
Center for the Arts Presentation 2007/2008 and 2008/2009
Out-of-Country Travel
Accreditation Self-Study Report - 2008

Student Services

*2008 Summer Youth Camps

Grants

International Travel

*Item pulled and no substitutions were made.

Administrative Services

Tentative Budget 2008-2009

Interfund Transfer

Contracts Under \$72,400

Contracts \$72,400 or Higher

Bid 2007-10/Track & Field and Murdock Stadium SOD Project

RFP – 007-06/Food Services

International Study Abroad Program – Summer 2008
Informational Item – Status of Compton Community College District 2006-07 Audit
Informational Item – Proposed Draft Agreement Between ECC and Compton Districts
Declaration of Surplus Property
Purchase Orders and Blanket Purchase Orders

Measure E Bond Fund

Category Budgets and Balance
Change Order – Bomel Construction – Lot H Parking Structure & Athletic Facilities
Change Order – Southern Counties Quality Masonry – Learning Resources Center
Purchase Orders and Blanket Purchase Orders

Human Resources

Employment and Personnel Changes
Temporary Non-Classified Service Employees
Declaration of Indefinite Salaries for Retroactive Pay
Revised Classified Specification for Administrator Position
Title Change for Administrator Position
Revised Salary Schedule for Temporary Non-Classified Employees
Revised Salary Schedule for Student Workers
Revised Salary Schedule for Special Services Professionals
Approval by Board of Trustees: El Camino College Federation of Teachers
Local 1388, AFT, AFL-CIO Contract Ratification

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

Public Comment

Ms. Luukia Smith addressed proposed Draft Agreement Between El Camino College and Compton Community College District.

Adjournment

Meeting adjourned at 5:45 p.m.

Maureen O'Donnell, Secretary of the Board

Thomas M. Fallo, Secretary to the Board

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

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A. Center for the Arts Presentations – 2008/2009	7
B. Proposed Curriculum Changes: Effective 2008-2009 Academic Year.....	7
C. Accreditation Self-Study Report – 2008	36

ACADEMIC AFFAIRS

A. CENTER FOR THE ARTS PRESENTATIONS – 2008/2009

It is recommended that the Board approve the Center for the Arts revision for the 2008/2009 season. Costs for each presentation are established as negotiated between the artist and his/her management representative and the District.

Payee Change/Addition

<u>Performance</u>	<u>Date</u>	<u>Amount</u>
1. Bhutan . . . The Cloud Kingdom	October 27, 2008	2,000.00
Payable to: Tom Sterling		1,480.00
Payable to: R.J. Enterprises, Ralph Franklin		520.00
Added agent, therefore, split payment instead of one payment to artist. (Note: Previously Board approved March 10, 2008)		

B. PROPOSED CURRICULUM CHANGES: EFFECTIVE 2008-2009 ACADEMIC YEAR

It is recommended that the Board approve the proposed curriculum additions, inactivations, and revisions, effective the 2008-2009 academic year, as listed below.

BEHAVIORAL AND SOCIAL SCIENCES DIVISION

CHANGES IN DESCRIPTIVE TITLE, CATALOG DESCRIPTION, CSU GENERAL EDUCATION REQUIREMENT; COURSE REVIEW FOR CURRENCY WITH TITLE 5 REQUIREMENTS

Current Status/Proposed Change

1. American Studies 7 – ~~Introduction to~~ History of American Popular Culture
~~This is a survey of American contemporary interdisciplinary course examines how popular culture. This course examines the mirror of contributes to the search for meaning in everyday American life. – Various forms of popular culture. From regional leisure traditions to sophisticated, national technologies, we will search for how Americans have organized and added meaning to their lives through forms of including music, film, television, advertising, sports, fashion, design, toys, magazines, comic books, and cyber culture will be analyzed. Students will assess how American popular expression. Utilizing an interdisciplinary approach, popular culture will be examined in relation to reveals historical, political, social~~

ACADEMIC AFFAIRS

~~and cultural determinants~~ forces at work that influence ~~thought, values and~~ behavior in society with particular emphasis on local culture ~~our lives.~~

CSU General Education Requirement – Area C – Arts, Literature, Philosophy and Foreign Languages, 2. Humanities, and Area D – Social, Political and Economic Institutions and Behavior; Historical Background, 7. Interdisciplinary Social/Behavioral Science

Recommendation:

American Studies 7 – History of American Popular Culture

This interdisciplinary course examines how popular culture contributes to the search for meaning in everyday American life. Various forms of popular culture including music, film, television, advertising, sports, fashion, design, toys, magazines, comic books, and cyber culture will be analyzed. Students will assess how American popular culture reveals historical forces at work that influence our lives.

CSU General Education Requirement – Area C – Arts, Literature, Philosophy and Foreign Languages, 2. Humanities, and Area D – Social, Political and Economic Institutions and Behavior; Historical Background, 7. Interdisciplinary Social/Behavioral Science

CHANGES IN NUMBER, DESCRIPTIVE TITLE, CATALOG DESCRIPTION, CSU AND IGETC GENERAL EDUCATION REQUIREMENT; COURSE REVIEW FOR CURRENCY WITH TITLE 5 REQUIREMENTS

Current Status/Proposed Change

1. History 3 140 – History of Early Civilizations

This course is a survey of the political, economic, and social, survey of the and cultural development of ~~w~~World ~~e~~Civilizations from the origins of ~~civilization~~ these complex cultures in the Neolithic ~~Revolution era~~ to the emergence of the West in the ~~mid~~-fifteenth century. Topics include the early civilizations of the Near East, Egypt, India, China, the Americas, Greece, and Rome.

CSU General Education Requirement – Area C – Arts, Literature, Philosophy and Foreign Languages, 2. Humanities, and Area D – Social, Political and Economic Institutions and Behavior; Historical Background, 6. History

IGETC General Education Requirement – Area 3: Arts and Humanities, B. Humanities and Area 4: Social and Behavioral Sciences

Recommendation:

History 140 – History of Early Civilizations

ACADEMIC AFFAIRS

This course is a survey of the political, economic, social, and cultural development of World Civilizations from the origins of these complex cultures in the Neolithic era to the emergence of the West in the fifteenth century. Topics include the early civilizations of the Near East, Egypt, India, China, the Americas, Greece, and Rome.

CSU General Education Requirement – Area C – Arts, Literature, Philosophy and Foreign Languages, 2. Humanities, and Area D – Social, Political and Economic Institutions and Behavior; Historical Background, 6. History
IGETC General Education Requirement - Area 3: Arts and Humanities, B. Humanities and Area 4: Social and Behavioral Sciences

Current Status/Proposed Change

2. History 4 141 – History of Modern Civilizations

This course is a survey of the political, economic, and social, and survey of the cultural development of world civilizations from the rise of the West in the mid-fifteenth century to the advent of the Global Age in the present day. Topics include the European voyages of exploration and expansion, Africa and the transatlantic slave trade, Protestant and Catholic Reformations, the Islamic empires, China and Japan in the age of global expansion, French and industrial revolutions, World War I and II, the Cold War, and globalization.

CSU General Education Requirement – Area C – Arts, Literature, Philosophy and Foreign Languages, 2. Humanities, and Area D – Social, Political and Economic Institutions and Behavior; Historical Background, 6. History
IGETC General Education Requirement – Area 3: Arts and Humanities, B. Humanities and Area 4: Social and Behavioral Sciences

Recommendation:

History 141 – History of Modern Civilizations

This course is a survey of the political, economic, social, and cultural development of world civilizations from the rise of the West in the mid-fifteenth century to the present day. Topics include the European voyages of exploration and expansion, Africa and the transatlantic slave trade, Protestant and Catholic Reformations, the Islamic empires, China and Japan in the age of global expansion, French and industrial revolutions, World War I and II, the Cold War, and globalization.

CSU General Education Requirement – Area C – Arts, Literature, Philosophy and Foreign Languages, 2. Humanities, and Area D – Social, Political and Economic Institutions and Behavior; Historical Background, 6. History
IGETC General Education Requirement – Area 3: Arts and Humanities, B. Humanities and Area 4: Social and Behavioral Sciences

ACADEMIC AFFAIRS

CHANGE IN DESCRIPTIVE TITLE; COURSE REVIEW FOR CURRENCY WITH TITLE 5 REQUIREMENTS

Current Status/Proposed Change

1. Political Science 2 – Introduction to Comparative Politics

Recommendation:

Political Science 2 – Introduction to Comparative Politics

COURSE REVIEW FOR CURRENCY WITH TITLE 5 REQUIREMENTS

1. Political Science 10 – Introduction to International Relations

NEW DISTANCE EDUCATION COURSE VERSIONS FOR EXISTING COURSES

1. American Studies 7 –History of American Popular Culture (Online)
2. Political Science 2 – Introduction to Comparative Politics (Online)
3. Political Science 10 – Introduction to International Relations (Online)

DISTANCE EDUCATION COURSE VERSION UPDATES

1. History 140 – History of Early Civilizations (Online)
2. History 141 – History of Modern Civilizations (Online)

CHANGE IN CATALOG PROGRAM DESCRIPTION

1. General Studies – Associate of Arts Degree

Current Status/Proposed Change

The general studies program provides students with the opportunity to explore diverse methods of inquiry ~~by experiencing~~ through a selection of courses from in a cross section of ~~academic~~ disciplines. ~~Students will~~ The degree can be earned in the following options: Arts, Humanities, and Communications, Social and Behavioral Sciences, Mathematics and Science, Business and Computer Technology, and Health and Wellness. The curriculum will enable students to

ACADEMIC AFFAIRS

develop critical thinking skills, ~~learn to communicate effectively in writing,~~ and acquire an understanding of major concepts, issues, ~~and diverse viewpoints.~~ ~~Through course options, students will use mathematical concepts to solve problems, employ methods of scientific inquiry and~~ to understand the world around them, ~~and investigate health and fitness in their personal lives.~~ Completion of the degree requirements will ~~prepare~~ provide students with the skills and resources ~~needed to facilitate~~ necessary for making informed academic and career-related decisions. Competencies will be assessed through examinations, essays, research papers, directed projects and ~~successful program completion rates.~~

Recommendation:

The general studies program provides students with the opportunity to explore diverse methods of inquiry through a selection of courses in a cross section of disciplines. The degree can be earned in the following options: Arts, Humanities, and Communications, Social and Behavioral Sciences, Mathematics and Science, Business and Computer Technology, and Health and Wellness. The curriculum will enable students to develop critical thinking skills and acquire an understanding of major concepts to solve problems and to understand the world around them. Completion of the degree requirements will provide students with the skills and resources necessary for making informed academic and career-related decisions. Competencies will be assessed through examinations, essays, research papers, directed projects and successful completion rates.

CHANGE IN MAJOR

The current General Studies Major requires that students select 18 units from Section A – General Education Requirements, Categories 1, 2, 3, and 4. This does not meet the criteria that a major focus on a single discipline or an area of emphasis and is out of compliance with the revised Title 5 regulations.

To earn a General Studies A.A. Degree, a student must complete 18 units in an area of emphasis, such as “Social Sciences”, “American Studies” or “Multicultural Education.”

1. General Studies – Associate of Arts Degree

Current Status/Proposed Change

Courses used to satisfy general education requirements cannot be used to meet major requirements.

~~18 units selected from Section A – General Education Requirements, Categories 1, 2, 3, and 4.~~

~~At least one course must be selected from each category – 1, 2, 3, and 4.~~

~~Total Units: 18~~

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Arts, Humanities, and Communications Option:

These courses emphasize the appreciation of art, humanities, and communication through cultural activities and artistic expression of human beings. Students will evaluate and interpret the ways in which people through the ages in different cultures have responded to themselves and the world around them in artistic and cultural creation.

A minimum of one course from at least two different subjects.

Select 18 units from:

American Sign Language 15, 16, 17A, 17B

Architecture 104, 150A, 150B, 199ab

Art 1, 2, 3, 4, 5A, 5B, 6, 7, 9, 10ab, 11abcd, 17ab, 18abcd, 19ab, 22ab, 23abcd, 31abcd, 37ab, 41ab, 61ab, 81ab, 82abcd, 108, 141abcd, 142abcd, 143abcd, 150

Chinese 1, 2, 24

Dance 1, 3, 5, 22ab, 23abcd, 32ab, 33ab, 42ab, 43abcd

English 1B, 1C, 10, 11, 12, 15A, 15B, 18, 20, 21, 22, 23, 24A, 24B, 25A, 26, 27, 28, 29, 30, 31, 32abc, 33, 34, 35, 36, 38, 39, 40A, 40B, 41A, 41B, 42, 43, 44, 46, 47

Film/Video 1, 3, 20, 21, 22, 52, 53

French 1, 2, 3, 4, 5, 6, 24, 35

German 1, 2, 3, 4, 5, 24

History 1A, 1B, 3, 4, 5A, 5B, 8, 9, 12A, 12B, 14A, 14B, 16A, 16B, 17, 18A, 18B, 19, 22, 25, 27, 30, 32, 37

History of Science 11

Humanities 1

Italian 1, 2, 24

Japanese 1, 2, 3, 4, 25

Journalism 1, 12

Music 1, 2A, 2B, 3A, 3B, 3C, 7, 8A, 8B, 11, 12, 13, 15A, 15B, 18ab, 19abcd, 23abcd, 31A, 31B, 31C, 31D

Philosophy 2, 3, 5, 7, 8, 10, 11, 23

Spanish 1, 2, 3, 4, 5, 6, 24, 52A, 52B

Theatre Arts 1, 4, 8, 14A, 14B, 30, 84, 88, 90, 94

Speech Communication 1, 3, 4, 5, 8, 9, 12, 14

Health and Wellness Option:

These courses emphasize lifelong understanding and development of a student's physiological, and social well-being. Students will develop an awareness of the principles and methods for maintaining good personal health and fitness. Courses provide students with basic biological, behavioral, and social science concepts to enhance studies in related disciplines.

ACADEMIC AFFAIRS

A minimum of one course from at least two different subjects.

Select 18 units from:

Anatomy 30, 32; Biology 10, 101, 102; Chemistry 1A, 4, 20, 21A, 21B; Child Development 3; Contemporary Health 1; Human Development 10; First Aid 1; Microbiology 33; Nutrition 11; Physical Education 217, 260, 270, 272, 275, 277, 280, 290; Physiology 31; Psychology 2, 5, 7, 12, 16, 33; Sociology 102

Biological, Physical or Mathematical Sciences Option:

These courses emphasize the development of mathematical and quantitative reasoning skills, the physical universe, its life forms, and its natural phenomena. Courses in mathematics and computer science will expand students' mathematical reasoning skills and integrate numeric, symbolic, functional, and spatial concepts. Courses in science will help students develop an understanding of the scientific method and the relationship between science and other human activities.

A minimum of one course from at least two different subjects.

Select 18 units from:

Anatomy 30, 32; Anthropology 1, 5; Astronomy 12, 20, 25; Biology 8, 10, 11, 12, 15, 16, 17, 18, 101, 102, 103; Chemistry 1A, 1B, 4, 7A, 7B, 20, 21A, 21B; Computer Science 1, 2, 3, 4, 10, 15P, 23, 30, 40, 60; Engineering 1, 9; Geography 1, 6, 9; Geology 1, 2, 3, 4, 6, 15, 30, 32, 34, 36; Mathematics 150, 160, 161, 170, 180, 190, 191, 210, 220, 270; Oceanography 10; Physics 1A, 1B, 1C, 1D, 2A, 2B, 3A, 3B, 11, 12; Physical Science 25

Social and Behavioral Sciences Option:

These courses emphasize an appreciation and understanding of how members of diverse societies operate or have operated as individuals and social groups. Students will develop an awareness of methods of inquiry and will attain critical thinking skills relating to the ways in which people act and interact within social and cultural contexts. In addition, students will study the perspectives, concepts, principles, theories, and methodologies of disciplines within social and behavioral sciences.

A minimum of one course from at least two different subjects.

Select 18 units from:

Administration of Justice 100, 103, 107, 111, 115; Anthropology 2, 3, 4, 6, 7, 8, 9, 10, 11; Child Development 3, 9; Economics 1, 2, 5; Education 101, 201; Geography 2, 5, 7; History 1A, 1B, 3, 4, 5A, 5B, 8, 9, 11, 12A, 12B, 14A, 14B, 16A, 16B, 17, 18A, 18B, 19, 22, 25, 27, 30, 32, 37; History of Science 11; Political Science 1, 2, 3, 5, 6, 8, 10; Psychology 2, 3, 5, 7, 8, 9A, 9B, 10, 12, 15, 16, 21, 22; Sociology 101, 102, 104, 107, 109, 110, 112, 115

ACADEMIC AFFAIRS

Recommendation:

Courses used to satisfy general education requirements cannot be used to meet major requirements.

Arts, Humanities, and Communications Option:

These courses emphasize the appreciation of art, humanities, and communication through cultural activities and artistic expression of human beings. Students will evaluate and interpret the ways in which people through the ages in different cultures have responded to themselves and the world around them in artistic and cultural creation.

A minimum of one course from at least two different subjects.

Select 18 units from:

American Sign Language 15, 16, 17A, 17B

Architecture 104, 150A, 150B, 199ab; Art 1, 2, 3, 4, 5A, 5B, 6, 7, 9, 10ab, 11abcd, 17ab, 18abcd, 19ab, 22ab, 23abcd, 31abcd, 37ab, 41ab, 61ab, 81ab, 82abcd, 108, 141abcd, 142abcd, 143abcd, 150

Chinese 1, 2, 24

Dance 1, 3, 5, 22ab, 23abcd, 32ab, 33ab, 42ab, 43abcd

English 1B, 1C, 10, 11, 12, 15A, 15B, 18, 20, 21, 22, 23, 24A, 24B, 25A, 26, 27, 28, 29, 30, 31, 32abc, 33, 34, 35, 36, 38, 39, 40A, 40B, 41A, 41B, 42, 43, 44, 46, 47

Film/Video 1, 3, 20, 21, 22, 52, 53

French 1, 2, 3, 4, 5, 6, 24, 35

German 1, 2, 3, 4, 5, 24

History 1A, 1B, 3, 4, 5A, 5B, 8, 9, 12A, 12B, 14A, 14B, 16A, 16B, 17, 18A, 18B, 19, 22, 25, 27, 30, 32, 37

History of Science 11

Humanities 1

Italian 1, 2, 24

Japanese 1, 2, 3, 4, 25

Journalism 1, 12

Music 1, 2A, 2B, 3A, 3B, 3C, 7, 8A, 8B, 11, 12, 13, 15A, 15B, 18ab, 19abcd, 23abcd, 31A, 31B, 31C, 31D

Philosophy 2, 3, 5, 7, 8, 10, 11, 23

Spanish 1, 2, 3, 4, 5, 6, 24, 52A, 52B

Theatre Arts 1, 4, 8, 14A, 14B, 30, 84, 88, 90, 94

Speech Communication 1, 3, 4, 5, 8, 9, 12, 14

ACADEMIC AFFAIRS

Health and Wellness Option:

These courses emphasize lifelong understanding and development of a student's physiological, and social well-being. Students will develop an awareness of the principles and methods for maintaining good personal health and fitness. Courses provide students with basic biological, behavioral, and social science concepts to enhance studies in related disciplines.

A minimum of one course from at least two different subjects.

Select 18 units from:

Anatomy 30, 32; Biology 10, 101, 102; Chemistry 1A, 4, 20, 21A, 21B; Child Development 3; Contemporary Health 1; Human Development 10; First Aid 1; Microbiology 33; Nutrition 11; Physical Education 217, 260, 270, 272, 275, 277, 280, 290; Physiology 31; Psychology 2, 5, 7, 12, 16, 33; Sociology 102

Biological, Physical or Mathematical Sciences Option:

These courses emphasize the development of mathematical and quantitative reasoning skills, the physical universe, its life forms, and its natural phenomena. Courses in mathematics and computer science will expand students' mathematical reasoning skills and integrate numeric, symbolic, functional, and spatial concepts. Courses in science will help students develop an understanding of the scientific method and the relationship between science and other human activities.

A minimum of one course from at least two different subjects.

Select 18 units from:

Anatomy 30, 32; Anthropology 1, 5; Astronomy 12, 20, 25; Biology 8, 10, 11, 12, 15, 16, 17, 18, 101, 102, 103; Chemistry 1A, 1B, 4, 7A, 7B, 20, 21A, 21B; Computer Science 1, 2, 3, 4, 10, 15P, 23, 30, 40, 60; Engineering 1, 9; Geography 1, 6, 9; Geology 1, 2, 3, 4, 6, 15, 30, 32, 34, 36; Mathematics 150, 160, 161, 170, 180, 190, 191, 210, 220, 270; Oceanography 10; Physics 1A, 1B, 1C, 1D, 2A, 2B, 3A, 3B, 11, 12; Physical Science 25

Social and Behavioral Sciences Option:

These courses emphasize an appreciation and understanding of how members of diverse societies operate or have operated as individuals and social groups. Students will develop an awareness of methods of inquiry and will attain critical thinking skills relating to the ways in which people act and interact within social and cultural contexts. In addition, students will study the perspectives, concepts, principles, theories, and methodologies of disciplines within social and behavioral sciences.

A minimum of one course from at least two different subjects.

Select 18 units from:

ACADEMIC AFFAIRS

Administration of Justice 100, 103, 107, 111, 115; Anthropology 2, 3, 4, 6, 7, 8, 9, 10, 11; Child Development 3, 9; Economics 1, 2, 5; Education 101, 201; Geography 2, 5, 7; History 1A, 1B, 3, 4, 5A, 5B, 8, 9, 11, 12A, 12B, 14A, 14B, 16A, 16B, 17, 18A, 18B, 19, 22, 25, 27, 30, 32, 37; History of Science 11; Political Science 1, 2, 3, 5, 6, 8, 10; Psychology 2, 3, 5, 7, 8, 9A, 9B, 10, 12, 15, 16, 21, 22; Sociology 101, 102, 104, 107, 109, 110, 112, 115

NEW CERTIFICATE OF ACHIEVEMENT

The A.A. and A.S. Transfer Studies Majors were inactivated in March 2008 because they did not meet recently revised Title 5 regulations. The System Office recommended that colleges develop a Transfer Studies Certificate to replace the non-compliant Transfer Studies Degree.

1. Transfer Studies

Catalog Program Description:

The transfer studies certificate provides students with the opportunity to explore diverse methods of inquiry through course work required for fulfilling California State University General Education Breadth requirements or the Intersegmental Segmental General Education Transfer Curriculum (IGETC). Students will develop critical thinking skills, learn to communicate effectively in writing, and acquire an understanding of major concepts, issues, and diverse viewpoints. Through course options, students will use mathematical concepts to solve problems, employ methods of scientific inquiry to understand the world around them, and investigate the arts, humanities and social and behavioral sciences.

Certificate Requirements:

Intersegmental General Education Transfer Curriculum (IGETC) Option:

Complete the Intersegmental General Education Transfer Curriculum (IGETC) plus the required number of CSU or UC transferable units to meet the 60 units requirement.

Note: All courses on the IGETC pattern must be completed with a grade of C or better.

Total Units: 60

CSU General Education Breadth Option:

Complete the CSU General Education Breadth requirements plus the required number of CSU or UC transferable semester units to meet the 60 units requirement.

Note: 30 units from the CSU General Education Breadth requirements, including Areas A and B.4, must be completed with a grade of C or better.

Total Units: 60

ACADEMIC AFFAIRS

Note: Completion of IGETC and CSU General Education Breadth requirements alone is not enough to make students eligible for admission to a CSU or UC. Please consult with a counselor for details on completing transfer admission requirements.

BUSINESS DIVISION

CHANGE IN LAB HOURS

1. Business 100 – Supervised Tutoring: Computer Applications

Current Status/Proposed Change

Lab: ~~minimum 1 lab~~ maximum 72 hours per semester

Recommendation:

Lab: maximum 72 hours per semester

FINE ARTS DIVISION

INACTIVATE COURSES

1. Music 131ab – Sightreading at the Keyboard
2. Music 200 – Supervised Tutoring: Computer Applications

CHANGE IN CERTIFICATE OF ACHIEVEMENT

1. Art – Gallery Management

Current Status/Proposed Change

Art 29ab, 31abcd, 37ab, 141abcd, (Only one semester of a course will be credited toward the certificate requirement.), two semesters of Art 34ab, 6 units from the following: Art 1, 2, 3, 4, 5A, 5B, 6, 7, 9, 108.

Total Units: 26

Recommendation:

Art 29ab, 31abcd, 37ab, 141abcd, (Only one semester of a course will be credited toward the certificate requirement.), two semesters of Art 34ab, 6 units from the following: Art 1, 2, 3, 4, 5A, 5B, 6, 7, 9, 108.

Total Units: 26

ACADEMIC AFFAIRS

CHANGES IN DESCRIPTIVE TITLE, CATALOG DESCRIPTION; COURSE REVIEW FOR CURRENCY WITH TITLE 5 REQUIREMENTS

Current Status/Proposed Change

1. Art 1 – Art and Visual Culture in Modern Life

~~This course is an introductory study a global survey of the art and visual arts designed to increase the student's ability to understand and evaluate art. The course surveys a broad range of art forms, styles, and techniques from various cultures and culture from different historical periods.; examines art in relation to its socio-cultural context; and considers the impact of art on modern life. Students acquire analytical and interpretive skills and develop a basic understanding of the role of art and visual culture in human history.~~

Recommendation:

Art 1 – Art and Visual Culture in Modern Life

This course is a global survey of art and visual culture from different historical periods. Students acquire analytical and interpretive skills and develop a basic understanding of the role of art and visual culture in human history.

DISTANCE EDUCATION COURSE VERSION UPDATE

1. Art 1 – Art and Visual Culture in Modern Life (Online)

HEALTH SCIENCES AND ATHLETICS DIVISION

PROGRAM PREREQUISITES

A new program is proposed in Vocational Nursing. The four courses listed below are the beginning courses and additional courses will be developed in Fall 2008.

1. Vocational Nursing Program

In order to be eligible for the Vocational Nursing program, students must first satisfy the following requirements:

Anatomy 30. Nursing 103 or current certification as a State of California Certified Nursing Assistant. Nursing 124. Nursing 151. Nutrition and Foods 11

NEW COURSES

1. Nursing 124 – Basic Concepts of Nursing Pharmacology

Units: 1 Lecture: 1 hour Faculty Load: 6.67%

ACADEMIC AFFAIRS

Prerequisite: Mathematics 23 with a minimum grade of C or qualification by testing (El Camino College Placement Test) and assessment

Recommended Preparation: Anatomy 30

Credit, degree applicable

Grading Method: Letter grade

This course provides instruction in the basic concepts and principles of pharmacology for beginning nursing students. Mastery of the measurement systems used in nursing and drug dosage calculations are required to complete the course successfully.

Note: Completion of this course is required prior to enrollment in the Vocational Nursing Program.

2. Nursing 125 – Beginning Vocational Nursing

Units: 7 Lecture: 3.5 hours Lab: 10.5 hours Faculty Load: 75.833%

Enrollment Limitation: Admission to the Vocational Nursing Program

Credit, degree applicable

Grading Method: Letter grade

This course provides the instruction and clinical practice required for beginning vocational nursing students. The concepts of Byrne and Thompson's basic human needs theory of nursing and the nursing process are studied and are utilized to provide nursing care for elderly and stable clients in long-term care facilities. Theory and related nursing practice will focus on physical integrity and activity-rest needs.

3. Nursing 126 – Intermediate Vocational Nursing

Units: 7 Lecture: 3.5 hours Lab: 10.5 hours Faculty Load:
75.833%

Prerequisite: Nursing 125 with a minimum grade of C

Credit, degree applicable

Grading Method: Letter grade

This course provides instruction and clinical practice at the intermediate level of vocational nursing. Concepts of Byrne and Thompson's basic human needs theory and the nursing process are applied to provide nursing care for clients during the preoperative period. Theory and related nursing practice focus on common problems associated with the basic human needs of activity-rest, ingestive, excretory, and oxygen-carbon dioxide exchange needs.

4. Nursing 127 – Pharmacology for Vocational Nurses

Units: 2 Lecture: 2 hours Faculty Load: 13.333%

ACADEMIC AFFAIRS

Prerequisite: Nursing 124 with a minimum grade of C

Credit, degree applicable

Grading Method: Letter grade

This course provides instruction in clinical drug therapy for vocational nurses. Students study commonly used drugs organized into classifications based upon body systems and pharmacological action. The focus of the course is nursing responsibilities regarding the administration of each class of drugs.

Note: This course, together with Nursing 124, meets the 54-hour pharmacology content requirements of the Board of Vocational Nursing and Psychiatric Technicians.

CHANGE IN LAB HOURS

1. Educational Development 40 – Assisted Computer Literacy

Current Status/Proposed Change

Lab: 1.5 hours to be arranged

Recommendation:

Lab: 1.5 hours to be arranged

HUMANITIES DIVISION

CHANGE IN TRANSFER STATUS; COURSE REVIEW FOR CURRENCY WITH TITLE 5 REQUIREMENTS

1. Chinese 22ab – Intermediate Conversational Chinese

Current Status/Proposed Change

Transfer CSU

~~No Transfer UC~~ Proposed Transfer UC

Recommendation:

Transfer CSU

Proposed Transfer UC

COURSE REVIEW FOR CURRENCY WITH TITLE 5 REQUIREMENTS

1. English 40A – American Literature

ACADEMIC AFFAIRS

CHANGE IN CSU AND IGETC GENERAL EDUCATION REQUIREMENTS; COURSE REVIEW FOR CURRENCY WITH TITLE 5 REQUIREMENTS

1. Journalism 12 – Mass Media and Society

Current Status/Proposed Change

CSU General Education Requirement – Area D – Social, Political and Economic Institutions and Behavior; Historical Background, 7. Interdisciplinary

Social/Behavioral Science

IGETC General Education Requirement – Area 4: Social and Behavioral Sciences

Recommendation:

CSU General Education Requirement – Area D – Social, Political and Economic Institutions and Behavior; Historical Background, 7. Interdisciplinary

Social/Behavioral Science

IGETC General Education Requirement – Area 4: Social and Behavioral Sciences

CHANGES IN DESCRIPTIVE TITLE, CATALOG DESCRIPTION; COURSE REVIEW FOR CURRENCY WITH TITLE 5 REQUIREMENTS

Current Status/Proposed Change

1. Library Information Science 1 – Introduction to Library ~~Skills~~ Information Science

~~This course is designed to acquaints students with the organization of libraries and the their resources, they contain. Topics covered will include enabling them to develop strategies for library research. Students will learn how to locate and evaluate the traditional and electronic types of library materials; It will also include the documentation of how to document resources; and the preparation of how to prepare a bibliography. Students will also acquire proficiency in the use of informational technology to better realize in order to understand the full potential of library resources. The knowledge students will gain from this class will enable them to develop strategies for library research.~~

Recommendation:

Library Information Science 1 – Introduction to Library Information Science

This course acquaints students with the organization of libraries and their resources, enabling them to develop strategies for library research. Students will learn how to locate and evaluate the traditional and electronic types of library materials; how to document resources; and how to prepare a bibliography.

Students will also acquire proficiency in the use of informational technology in order to understand the full potential of library resources.

ACADEMIC AFFAIRS

CHANGES IN TRANSFER STATUS, CATALOG DESCRIPTION; COURSE REVIEW FOR CURRENCY WITH TITLE 5 REQUIREMENTS

1. Library Information Science 10 – Library Research Using the Internet

Current Status/Proposed Change

This course will familiarize students with library research principles as they it relates to information access, search strategy development, and search engine capabilities of the Internet. ~~Students will also learn to evaluate, validate~~ Other related topics include information competency and eite the evaluation, validation, and citation of Internet sources.

Transfer CSU

~~No Transfer UC~~ Proposed Transfer UC

Recommendation:

This course will familiarize students with library research as it relates to information access, search strategy development, and search engine capabilities of the Internet. Other related topics include information competency and the evaluation, validation, and citation of Internet sources.

Transfer CSU

Proposed Transfer UC

NEW DISTANCE EDUCATION COURSE VERSION FOR EXISTING COURSE

1. Journalism 12 – Mass Media and Society (Online)

INDUSTRY AND TECHNOLOGY DIVISION

COURSE REVIEW FOR CURRENCY WITH TITLE 5 REQUIREMENTS

1. Administration of Justice 100 – Introduction to Administration of Justice
2. Automotive Technology 1 – Introduction to Automotive Service
3. Construction Technology 100 – Building Fundamentals
4. Construction Technology 110 – Additions and Remodeling

ACADEMIC AFFAIRS

NEW DISTANCE EDUCATION COURSE VERSION FOR EXISTING COURSE

1. Administration of Justice 100 – Introduction to Administration of Justice (Online)

CHANGE IN TRANSFER STATUS; COURSE REVIEW FOR CURRENCY WITH TITLE 5 REQUIREMENTS

1. Computer Aided Design/Drafting 10abcd – Introduction to Mechanical Computer Aided Design/Drafting
Current Status/Proposed Change
Transfer CSU
~~No Transfer UC~~ Proposed Transfer UC

Recommendation:

Transfer CSU
Proposed Transfer UC

CHANGE IN CATALOG DESCRIPTION; COURSE REVIEW FOR CURRENCY WITH TITLE 5 REQUIREMENTS

1. Architecture 150A – Architectural Drafting I
Current Status/Proposed Change
~~This course provides is an introduction to architectural drafting, plot plans, floor plans, foundation plans, building sections. Line, lettering, sketching, and elevations. The students will be able to identify commonly used lines, symbols and learn how to draft a basic set of working drawings. They will also have exposure to the Uniform Building Code and begin to understand city zoning ordinances and codes.~~ drawing techniques will be developed. Building codes and zoning codes will be introduced along with the functions of framing members in wood frame construction (Type V). Manual drafting techniques will be used to develop a set of construction documents with an introduction to AutoCAD.

Recommendation:

This course is an introduction to architectural drafting. Line, lettering, sketching, and drawing techniques will be developed. Building codes and zoning codes will be introduced along with the functions of framing members in wood frame construction (Type V). Manual drafting techniques will be used to develop a set of construction documents with an introduction to AutoCAD.

ACADEMIC AFFAIRS

2. Fashion 10ab – Clothing Construction I

Current Status/Proposed Change

This course provides the analysis and application of basic clothing construction techniques. ~~Student projects are selected in accordance with skill level. Three projects are to be made of distinctly different fabrics incorporating suitable techniques to be compatible with~~ used on woven and knit garments emphasizing pattern and fabric structure selection, seam and garment construction and finishing. Students will be trained on the proper use and care of the sewing and overlock machine. Consumer decision-making is emphasized.

Recommendation:

This course provides the analysis and application of basic clothing construction techniques used on woven and knit garments emphasizing pattern and fabric selection, seam and garment construction and finishing. Students will be trained on the proper use and care of the sewing and overlock machine. Consumer decision-making is emphasized.

3. Fashion 29ab – Computer Pattern Design/Patternmaking

Current Status/Proposed Change

This course covers the application of computer pattern aided design “PAD System” Gerber AccuMark software. ~~Using the tools of the PAD system~~ sStudents will draft and manipulate basic blocks and garment styles. Students will work in teams to simulate the work environment.

Recommendation:

This course covers the application of computer pattern aided design Gerber AccuMark software. Students will draft and manipulate basic blocks and garment styles. Students will work in teams to simulate the work environment.

4. Fire and Emergency Technology 1 – Fire Protection Organization

Current Status/Proposed Change

This course provides an introduction to fire protection; career opportunities in fire protection, and related fields; philosophy and history of fire protection; fire loss analysis; organization and function of public and private fire protection services; fire departments as part of local government; laws and regulations affecting the fire service; fire service nomenclature; specific fire protection functions; basic fire chemistry and physics; introduction to fire protection systems; and introduction to fire strategy and tactics.

ACADEMIC AFFAIRS

Recommendation:

This course provides an introduction to fire protection; career opportunities in fire protection, and related fields; philosophy and history of fire protection; fire loss analysis; organization and function of public and private fire protection services; fire departments as part of local government; laws and regulations affecting the fire service; fire service nomenclature; specific fire protection functions; basic fire chemistry and physics; introduction to fire protection systems; and introduction to fire strategy and tactics.

5. Fire and Emergency Technology 141 – Emergency Medical Technician Laboratory

Current Status/Proposed Change

In this course, students will develop and practice basic skills necessary for the assessment, rescue, immediate treatment, and transport of the urgently ill or injured persons. Course content emphasizes identifying and correcting life-threatening conditions, applying appropriate rescue techniques, and developing a systematic approach for providing pre-hospital care. Work outside of class includes ~~8~~ 10 hours of service in a prescribed hospital emergency room, ~~8 hours of ambulance procedures training,~~ and ~~8~~ 12 hours of service on an active ambulance.

Note: Students must show proof of current certification in Health Care Provider CPR or Professional Rescuer CPR from the American Heart Association or American Red Cross at the first class meeting. Once enrolled, students must undergo a criminal background check to qualify for the required out-of-class activities. Completion of this course and Fire and Emergency Technology 140, both with a grade of “B” or above, will make the student eligible to take the National Registry EMT exam.

Note: This course is repeatable.

Recommendation:

In this course, students will develop and practice basic skills necessary for the assessment, rescue, immediate treatment, and transport of the urgently ill or injured person. Course content emphasizes identifying and correcting life-threatening conditions, applying appropriate rescue techniques, and developing a systematic approach for providing pre-hospital care. Work outside of class includes 10 hours of service in a prescribed hospital emergency room and 12 hours of service on an active ambulance.

Note: Students must show proof of current certification in Health Care Provider CPR or Professional Rescuer CPR from the American Heart Association or American Red Cross at the first class meeting. Once enrolled, students must undergo a criminal background check to qualify for the required out-

ACADEMIC AFFAIRS

of-class activities. Completion of this course and Fire and Emergency Technology 140, both with a grade of “B” or above, will make the student eligible to take the National Registry EMT exam.

Note: This course is repeatable.

CHANGE IN CONDITIONS OF ENROLLMENT (Pre/Corequisite, Recommended Preparation, or Enrollment Limitation); COURSE REVIEW FOR CURRENCY WITH TITLE 5 REQUIREMENTS

1. Air Conditioning 30 – Electric Controls

Current Status/Proposed Change

Prerequisite: Air Conditioning and Refrigeration ~~1~~ 21 or 22 with a minimum grade of C in prerequisite or equivalent

Recommendation:

Prerequisite: Air Conditioning and Refrigeration 21 or 22 with a minimum grade of C in prerequisite or equivalent

CHANGES IN CONDITIONS OF ENROLLMENT (Pre/Corequisite, Recommended Preparation, or Enrollment Limitation), CATALOG DESCRIPTION; COURSE REVIEW FOR CURRENCY WITH TITLE 5 REQUIREMENTS

1. Automotive Technology 11 – Brakes, Suspension and Four Wheel Alignment

Current Status/Proposed Change

Recommended Preparation: Automotive Technology 1 or concurrent enrollment or ~~testing (qualifying score on the Automotive Placement Test) and assessment.~~ industry experience

This course covers the study of brake systems, front and rear suspension systems, steering systems and their operation. Laboratory activities stress brake, suspension and steering diagnosis, repair, machining, overhaul, front wheel and four wheel alignment procedures and proper use of tools and equipment utilized in industry.

Note: This course is the same as the two-course sequence Automotive Technology 14 and 16. Students who have completed Automotive Technology 14 and 16 will not receive credit for Automotive Technology 11.

ACADEMIC AFFAIRS

Recommendation:

Recommended Preparation: Automotive Technology 1 or concurrent enrollment or industry experience

This course covers the study of brake systems, front and rear suspension systems, steering systems and their operation. Laboratory activities stress brake, suspension and steering diagnosis, repair, machining, overhaul, front wheel and four wheel alignment procedures and proper use of tools and equipment utilized in industry.

Note: This course is the same as the two-course sequence Automotive Technology 14 and 16. Students who have completed Automotive Technology 14 and 16 will not receive credit for Automotive Technology 11.

CHANGES IN LECTURE HOURS, FACULTY LOAD, UNITS, CATALOG DESCRIPTION; COURSE REVIEW FOR CURRENCY WITH TITLE 5 REQUIREMENTS

1. Fire and Emergency Technology 140 – Emergency Medical Technician

Current Status/Proposed Change

Units: ~~3~~ 4 Lecture: ~~3~~ 4 hours Faculty Load: ~~20.000~~ 26.667%

In this course, students will study the basic skills necessary for the assessment, rescue, immediate treatment, and transport of the urgently ill or injured persons. Course content emphasizes identifying and correcting life-threatening conditions, identifying appropriate rescue techniques, and developing a systematic approach for providing pre-hospital care.

Note: Students must show proof of current certification in Health Care Provider CPR or Professional Rescuer CPR from the American Heart Association or the American Red Cross at the first class meeting. Completion of this course and Fire and Emergency Technology 141, both with a grade of € “B” or above, will make the student eligible to take the National Registry EMT exam.

Note: This course is repeatable.

Recommendation:

Units: 4 Lecture: 4 hours Faculty Load: 26.667%

In this course, students will study the basic skills necessary for the assessment, rescue, immediate treatment, and transport of the urgently ill or injured person. Course content emphasizes identifying and correcting life-threatening conditions, identifying appropriate rescue techniques, and developing a systematic approach for providing pre-hospital care.

ACADEMIC AFFAIRS

Note: Students must show proof of current certification in Health Care Provider CPR or Professional Rescuer CPR from the American Heart Association or the American Red Cross at the first class meeting. Completion of this course and Fire and Emergency Technology 141, both with a grade of “B” or above, will make the student eligible to take the National Registry EMT exam.

Note: This course is repeatable.

CHANGE IN MAJOR

1. Fire and Emergency Technology

Current Status/Proposed Change

Fire and Emergency Technology Option: Fire and Emergency Technology 1, 2, 5, 6, 9, 10, 20, 140, 141

Recommended Electives: Fire and Emergency Technology 4, 7, 8, 11, 14, Physical Education 280

Total Units: ~~25~~ 26

Paramedical Technician Option: In order to be eligible for the Paramedical Technician Option, the student must first complete the following requirements:

1. Provide verification of Emergency Medical Technician-1 (EMT-1) certification within the last 12 months;
2. Provide verification of at least ~~12~~ 6 months experience as an EMT-1 in a pre-hospital setting;
3. Complete Fire Technology 15 or equivalent; and
4. Pass a medical examination according to the National Fire Protection Association (NFPA) Standard #1582;
5. Furnish proof of rubella immunity; Tuberculosis (TB) test; Hepatitis B vaccine.

In addition to the program prerequisites, it is recommended that students be eligible, through assessment or coursework, for English 1A and Mathematics 70.

Required Courses (after meeting above requirements):

Fire and Emergency Technology 130, 131, 132, 133, 134, 135, 136, 137, 138, 139

Recommended Electives: Anatomy 30 and any college chemistry course with a laboratory

Total Units: 33

Recommendation:

Fire and Emergency Technology Option: Fire and Emergency Technology 1, 2, 5, 6, 9, 10, 20, 140, 141

ACADEMIC AFFAIRS

Recommended Electives: Fire and Emergency Technology 4, 7, 8, 11, 14,
Physical Education 280

Total Units: 26

Paramedical Technician Option: In order to be eligible for the Paramedical Technician Option, the student must first complete the following requirements:

1. Provide verification of Emergency Medical Technician-1 (EMT-1) certification within the last 12 months;
2. Provide verification of at least 6 months experience as an EMT-1 in a pre-hospital setting;
3. Complete Fire Technology 15 or equivalent; and
4. Pass a medical examination according to the National Fire Protection Association (NFPA) Standard #1582;
5. Furnish proof of rubella immunity; Tuberculosis (TB) test; Hepatitis B vaccine.

In addition to the program prerequisites, it is recommended that students be eligible, through assessment or coursework, for English 1A and Mathematics 70.

Required Courses (after meeting above requirements):

Fire and Emergency Technology 130, 131, 132, 133, 134, 135, 136, 137, 138, 139

Recommended Electives: Anatomy 30 and any college chemistry course with a laboratory

Total Units: 33

CHANGE IN CERTIFICATE OF ACHIEVEMENT

1. Fire and Emergency Technology

Current Status/Proposed Change

Fire and Emergency Technology Option: Fire and Emergency Technology 1, 2, 5, 6, 9, 10, 20, 140, 141

Total Units: ~~25~~ 26

Fire Academy Option: Fire and Emergency Technology 1, 140, 141; Fire and Emergency Technology 15 or 115A and 115B; Physical Education 8; three units from: Fire and Emergency Technology 2, 5, 6, 7, 8, 9, 10, 11, 14, 19, 20

Total Units: ~~24.5~~ 25.5

Paramedical Technician Option: In order to be eligible for the Paramedical Technician Option, the student must first complete the following requirements:

1. Provide verification of Emergency Medical Technician-1 (EMT-1) certification within the last 12 months;
2. Provide verification of at least ~~12~~ 6 months experience as an EMT-1 in a pre-hospital setting;
3. Complete Fire Technology 15 or equivalent; and

ACADEMIC AFFAIRS

4. Pass a medical examination according to the National Fire Protection Association (NFPA) Standard #1582;
5. Furnish proof of rubella immunity; Tuberculosis (TB) test; Hepatitis B vaccine.

In addition to the program prerequisites, it is recommended that students be eligible, through assessment or coursework, for English 1A and Mathematics 70.

Required Courses (after meeting above requirements):

Fire and Emergency Technology 130, 131, 132, 133, 134, 135, 136, 137, 138, 139

Recommended Electives: Anatomy 30 and any college chemistry course with a laboratory

Total Units: 33

Recommendation:

Fire and Emergency Technology Option: Fire and Emergency Technology 1, 2, 5, 6, 9, 10, 20, 140, 141

Total Units: 26

Fire Academy Option: Fire and Emergency Technology 1, 140, 141; Fire and Emergency Technology 15 or 115A and 115B; Physical Education 8; three units from: Fire and Emergency Technology 2, 5, 6, 7, 8, 9, 10, 11, 14, 19, 20

Total Units: 25.5

Paramedical Technician Option: In order to be eligible for the Paramedical Technician Option, the student must first complete the following requirements:

1. Provide verification of Emergency Medical Technician-1 (EMT-1) certification within the last 12 months;
2. Provide verification of at least 6 months experience as an EMT-1 in a pre-hospital setting;
3. Complete Fire Technology 15 or equivalent; and
4. Pass a medical examination according to the National Fire Protection Association (NFPA) Standard #1582;
5. Furnish proof of rubella immunity; Tuberculosis (TB) test; Hepatitis B vaccine.

In addition to the program prerequisites, it is recommended that students be eligible, through assessment or coursework, for English 1A and Mathematics 70.

Required Courses (after meeting above requirements):

Fire and Emergency Technology 130, 131, 132, 133, 134, 135, 136, 137, 138, 139

Recommended Electives: Anatomy 30 and any college chemistry course with a laboratory

Total Units: 33

ACADEMIC AFFAIRS

MATHEMATICAL SCIENCES DIVISION

Course Credit awarded for Advanced Placement Exam Scores:

Statistics: Students who score 4 or 5 will be granted course credit for Mathematics 150, Elementary Probability and Statistics (4 units).

Calculus AB: Students who score 4 or 5 will be granted course credit for Mathematics 190, Single Variable Calculus and Analytic Geometry I (5 units).

Calculus BC:

- Students who score 3 will be granted course credit for Mathematics 190, Single Variable Calculus and Analytic Geometry I (5 units).
- Students who score 4 or 5 will be granted course credit for Mathematics 190, Single Variable Calculus and Analytic Geometry I and Mathematics 191, Single Variable Calculus and Analytic Geometry II (9 units).

CHANGE IN UNITS; COURSE REVIEW FOR CURRENCY WITH TITLE 5 REQUIREMENTS

1. Mathematics 12 – Basic Arithmetic Skills

Current Status/Proposed Change

Units: 4 3

Recommendation:

Units: 3

2. Mathematics 23 – Pre-Algebra

Current Status/Proposed Change

Units: 4 3

Recommendation:

Units: 3

ACADEMIC AFFAIRS

CHANGES IN NUMBER, DESCRIPTIVE TITLE, CATALOG DESCRIPTION; COURSE REVIEW FOR CURRENCY WITH TITLE 5 REQUIREMENTS

Current Status/Proposed Change

1. Mathematics ~~70~~ 80 – Intermediate Algebra for Science, Technology, Engineering, and Mathematics

This intermediate algebra course consists of the study of the real number system; complex numbers; functions and their is designed for students who are considering further study in the sciences, technology, engineering, or mathematics. In the context of studying a large library of basic functions and their graphs, students strengthen and expand their algebra skills. The library includes linear, quadratic, operations on polynomial, algebraic, rational, radical, exponential, and logarithmic functions,; linear and quadratic as well as inverse functions and the absolute value function. Particular emphasis is placed on the operations on functions, as well as solving equations and inequalities,; algebraic, exponential and logarithmic Other topics include solving systems of equations,; systems of equations; operations on complex numbers, and applications.

Note: Mathematics 80 serves as a prerequisite course for all transfer-level mathematics course sequences, including the calculus sequence.

Recommendation:

Mathematics 80 – Intermediate Algebra for Science, Technology, Engineering, and Mathematics

This intermediate algebra course is designed for students who are considering further study in the sciences, technology, engineering, or mathematics. In the context of studying a large library of basic functions and their graphs, students strengthen and expand their algebra skills. The library includes linear, quadratic, polynomial, rational, radical, exponential, and logarithmic functions, as well as inverse functions and the absolute value function. Particular emphasis is placed on the operations on functions, as well as solving equations and inequalities. Other topics include solving systems of equations, operations on complex numbers, and applications.

Note: Mathematics 80 serves as a prerequisite course for all transfer-level mathematics course sequences, including the calculus sequence.

NEW COURSE

1. Mathematics 73 – Intermediate Algebra for General Education
Units: 5 Lecture: 5 hours Faculty Load: 33.33%

ACADEMIC AFFAIRS

Prerequisite: Mathematics 40 or 41B with a minimum grade of C in prerequisite or qualification by testing (El Camino College Mathematics Placement Test) and assessment

Credit, degree applicable

Grading Method: Letter grade

This intermediate algebra course is designed for students who are not considering advanced study in the sciences, technology, engineering, or mathematics. In the context of studying basic functions and their graphs, students strengthen and expand their algebra skills. Functions studied include linear, quadratic, polynomial, rational, and radical functions, as well as the absolute value function. Particular emphasis is placed on the operations on functions, solving equations and inequalities, as well as using functions to model real life situations. Other topics include solving systems of equations and applications.

Note: Mathematics 73 serves as a prerequisite course for all transfer-level mathematics course sequences, except the calculus sequence.

CHANGES IN DESCRIPTIVE TITLE, LAB HOURS, CONDITIONS OF ENROLLMENT (Pre/Corequisite, Recommended Preparation, or Enrollment Limitation), CATALOG DESCRIPTION; COURSE REVIEW FOR CURRENCY WITH TITLE 5 REQUIREMENTS

Current Status/Proposed Change

1. Mathematics 100 – Supervised Tutoring: Mathematics ~~Center Laboratory~~
~~Minimum 1 hour lab~~ 72 maximum hours per semester

Corequisite: enrollment in an El Camino College Mathematics Department course

Enrollment Limitation: Referral by instructor or counselor based on assessed academic need

Non-Credit

This course provides students with supervised tutoring ~~for all levels of~~ related to their assignments in all mathematics courses offered ~~through the~~ at El Camino College Mathematics Department. ~~Emphasis is placed on helping students understand concepts, apply mathematical techniques, and solve problems in a clear and logical manner~~ The tutoring addresses the application of learning skills, the use of learning resources, and the review of course content.

Note: This course is repeatable and open for enrollment at registration and at any time during the semester.

Recommendation:

Mathematics 100 – Supervised Tutoring: Mathematics

ACADEMIC AFFAIRS

72 maximum hours per semester

Corequisite: enrollment in an El Camino College Mathematics Department course

Enrollment Limitation: Referral by instructor or counselor based on assessed academic need

Non-Credit

This course provides students with supervised tutoring related to their assignments in all mathematics courses offered at El Camino College. The tutoring addresses the application of learning skills, the use of learning resources, and the review of course content.

Note: This course is repeatable and open for enrollment at registration and at any time during the semester.

COURSE REVIEW FOR CURRENCY WITH TITLE 5 REQUIREMENTS

1. Mathematics 150 – Elementary Probability and Statistics

NEW DISTANCE EDUCATION COURSE VERSION FOR EXISTING COURSE

1. Mathematics 150 – Elementary Probability and Statistics (Online)

NATURAL SCIENCES DIVISION

INACTIVATE COURSE

1. Physical Science 12 – Designing a Planetary Colony

CHANGE IN CATALOG DESCRIPTION; COURSE REVIEW FOR CURRENCY WITH TITLE 5 REQUIREMENTS

1. Biology 17 – Marine Biology

Current Status/Proposed Change

This is an introductory marine biology lecture course exploring biological principles of structure, function and adaptation for marine life. ~~Local species of It includes a review of the history of marine biology and a discussion of local species of marine plants and animals and will be discussed as well as other important marine species. Major marine communities, will be explored. Human interaction and impact on the ocean is also discussed.~~ It includes a review of the history of marine biology and a discussion of local species of marine plants and animals and will be discussed as well as other important marine species. Major marine communities, will be explored. Human interaction and impact on the ocean is also discussed.

ACADEMIC AFFAIRS

Recommendation:

This is an introductory marine biology lecture course exploring biological principles of structure, function and adaptation for marine life. It includes a review of the history of marine biology and a discussion of local species of marine plants and animals and major marine communities. Human interaction and impact on the ocean is also discussed.

2. Chemistry 4 – Beginning Chemistry

Current Status/Proposed Change

This course introduces the principles of chemistry, modern concepts of atomic structure and periodicity as a basis for ~~the~~ understanding ~~of~~ bonding, chemical formulas, chemical equations and chemical reactions, states of matter, important elements and their compounds, solutions, acid-base theories and reactions, net ionic equations, ~~and~~ oxidation-reduction. ~~It includes an introduction to~~ kinetics and chemical equilibrium. ~~Emphasis in lecture is on~~ chemical nomenclature and calculations. In the laboratory, emphasis ~~will be~~ is on observations, measurements, and elementary quantitative experiments with an introduction to qualitative analysis.

Recommendation:

This course introduces the principles of chemistry, modern concepts of atomic structure and periodicity as a basis for understanding bonding, chemical formulas, chemical equations and chemical reactions, states of matter, important elements and their compounds, solutions, acid-base theories and reactions, net ionic equations, oxidation-reduction, kinetics and chemical equilibrium, chemical nomenclature and calculations. In the laboratory, emphasis is on observations, measurements, and elementary quantitative experiments with an introduction to qualitative analysis.

3. Chemistry 1B - General Chemistry II

Current Status/Proposed Change

This course details the chemistry of elements and their compounds in periodic groupings, transition metal complexes, chemical equilibrium, chemical thermodynamics, kinetics, ~~atomic and molecular structure~~, aqueous solutions, net ionic equations, oxidation – reduction equations, electrochemistry and nuclear processes. In the laboratory, qualitative analysis of common metallic and nonmetallic ions will be performed, as well as additional experiments on selected lecture topics.

ACADEMIC AFFAIRS

Recommendation:

This course details the chemistry of elements and their compounds in periodic groupings, transition metal complexes, chemical equilibrium, chemical thermodynamics, kinetics, aqueous solutions, net ionic equations, oxidation – reduction equations, electrochemistry and nuclear processes. In the laboratory, qualitative analysis of common metallic and nonmetallic ions will be performed, as well as additional experiments on selected lecture topics.

CHANGE IN CONDITIONS OF ENROLLMENT (Pre/Corequisite, Recommended Preparation, or Enrollment Limitation); COURSE REVIEW FOR CURRENCY WITH TITLE 5 REQUIREMENTS

1. Chemistry 1A – General Chemistry I

Current Status/Proposed Change

Prerequisite: (1) Chemistry 4 with a minimum grade of C or 1 year of high school chemistry and qualification by testing (El Camino College Chemistry Placement Test) and assessment; (2) eligibility for Mathematics 170

Recommendation:

Prerequisite:(1) Chemistry 4 with a minimum grade of C or 1 year of high school chemistry and qualification by testing (El Camino College Chemistry Placement Test) and assessment; (2) eligibility for Mathematics 170

COURSE REVIEW FOR CURRENCY WITH TITLE 5 REQUIREMENTS

1. Biology 18 – Marine Biology Laboratory

C. ACCREDITATION SELF-STUDY REPORT – 2008

It is recommended that the Board approve the Accreditation Self-Study Report for 2008. The report is posted on the website at:

<http://www.elcamino.edu/administration/board/meetingagendas.asp>

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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STUDENT AND COMMUNITY ADVANCEMENT

A. STUDENT FIELD TRIPS

It is recommended that the Board approve the following student field trips sponsored by Project Success, El Camino College Language Academy (ECLA), Transfer Center. The purposes of the trips are to provide career tours, transfer information, and cultural enrichment.

Transfer Center – Van Nguyen and V. Cheng

May 29, 2008 – Inglewood Superior Court, Inglewood, California. Estimated students 22. Depart 8 a.m.; return 2 p.m. Transportation by school vans.

Project Success – Brian Mims

June 11, 2008 – Santa Monica Pier, Santa Monica, California. Estimated students 30. Depart 10 a.m.; return 3 p.m. Transportation by bus at a cost of \$375 to be paid from Project Success funds.

El Camino College Language Academy – Destyn LaPorte, Steve Makshanoff and Robert Puglisi

July 10, 2008 – Knott's Berry Farm, Anaheim, California. Estimated students 50. Depart 10:30 a.m.; return 6 p.m. Transportation by bus at a cost of \$1,000 to be paid from El Camino College Language Academy funds.

Science Club Field Trip – Chuck Herzig

August 4-9, 2008 – Lassen Volcanic National Park & Point Reyes National Seashore, Mineral, California and Point Reyes Station, California. Estimated students 15. Expenses for camp site fees, food and lodging will be paid partially by individual students up to \$300. Remainder of expenses to be paid from Science Club funds up to \$600. Transportation by El Camino College vans.

Native American Club – Emily Rader

It is recommended that the Board approve reimbursement to Emily Rader for expenses incurred in travel for the Native American Club trip to the All Nations Pow Wow, Albuquerque, New Mexico, April 25-27, 2008. Expenses for air fare, lodging, and ground transportation in the amount of \$864.96 to be paid from the President's Office Conference Account.

B. GRANT - INFORMATION

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

California Community Colleges Chancellor's Office, Division of Academic Affairs – California High School Exit Exam (CAHSEE) Preparation Program. The intent of the El Camino College CAHSEE project is to create and improve non-credit instruction in our service area that can be replicated regionally or statewide, that prepares students of two priority groups to pass the CAHSEE:

high school students from the class of 2008 who meet all other graduation requirements of the CAHSEE, and high school students from the class of 2008 who have not completed required coursework for graduation and who have not passed the CAHSEE. El Camino College will partner with the high schools in its service area to develop and deliver CAHSEE instruction to individuals from the class of 2008.

Amount of Grant Funding from Granting Agency	\$500,000
Amount of College Match	\$ <u>-0-</u>
Total Amount of Grant	\$500,000
Performance Period: July 26, 2008 through June 30, 2009	
Indirect Rate: \$19,231 (4%)	

C. GRANT - ACCEPTANCE

It is recommended that the Board accept the following grant.

California Community Colleges Chancellor’s Office via the United States Department of Labor – Workplace Learning Resource Center SB70 HUB grant.

This grant is being extended by \$125,000. The original grant amount was \$205,000. The goal of the project is to build partnerships and promote the Economic and Workforce Development model of integrating business and emerging industries with career technical education programs and courses provided in high schools.

Amount of Grant Funding from Granting Agency	\$330,000
Amount of College Match	<u>-0-</u>
Total Amount of Grant	\$330,000
Performance Period: July 1, 2008 through March 31, 2008 March 31, 2009	
Indirect Rate: \$12,693 (4%)	
(Previously Board approved May 19, 2008.)	

D. INTERNATIONAL TRAVELS

It is recommended that the Board approve the following international travels:

1. Maurice Kogon, Director of Center for International Trade Development, to travel to Monterrey, Mexico, June 16-20, 2008. The purpose of the trip is to present El Camino College’s Center for International Trade Development programs to potential partners and business students at the University of Monterrey and the Nueva Leon World Trade Center. Expenses in the amount of \$1,700 to be paid Center for International Trade Development State Min-Grant.
2. James Hoffman, Project Coordinator for Center for International Trade Development, to travel to Farnborough, England, July 11-23, 2008 to attend the U.S. International Pavilion at Farnborough International 2008 Trade Fair and Airshow/Expo. The purpose of the trip is to provide potential manufacturers with information to start up or expand their export activity, coordinate and assist Aerospace Export Training Enabler Program participants who will be attending the event. Expenses in the

amount of \$8,000 will be paid from the Aerospace Industry-Driven Regional Collaborative (IDRC) Grant.

E. EXPULSION – 2008-6

It is recommended that the Board approve expulsion of student number 2008-6, effective June 1, 2008.

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

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Administrative Services

A. TENTATIVE BUDGET 2008-09

It is recommended that the Tentative Budget be approved for the following funds: General Fund-Unrestricted, General Fund-Restricted, General Fund-Compton Center Related, General Fund-Special Programs, Student Financial Aid, Workers' Compensation, Child Development, Capital Outlay, General Obligation Bond, Property and Liability Self-Insurance, Dental Self-Insurance, Special Reserve Fund-Retiree Health Premiums, and Bookstore for the 2008–09 fiscal year.

California Code Regulations Section 58305(a) requires that, on or before the first day of July, each community college district shall file a tentative budget with the County Superintendent of Schools. The tentative Budget is posted on the El Camino College web site in the Administration, Board of Trustees section at: <http://www.elcamino.edu/administration/board/>.

B. RESOLUTION - DISTRICT APPROPRIATION LIMIT FOR 2008–09

It is recommended that the Board of Trustees adopt the resolution establishing the Appropriation Limit of \$118,431,005 for the 2008–2009 fiscal year. Article XIII B of the State Constitution as approved by the voters in November 1979 requires the establishment of an Appropriation Limit on "Proceeds of Taxes" revenues for public agencies, including school districts. The governing board must approve each year the appropriation limit for the District.

C. INTERFUND TRANSFERS

It is recommended that the Board of Trustees approve the following interfund transfers for 2008-09.

INTERFUND TRANSFERS

From: General Fund-Unrestricted (11)

To: General Fund-Unrestricted Compton Center Related (14)	\$ 1,000,000
General Fund-Unrestricted Special Programs (15)	3,000,000
General Fund-Restricted (12) 3:1 Match	70,000
General Fund-Restricted (12) Parking	430,000
Child Development Fund (33)	75,000
Foundation-Scholarship	10,000
Auxiliary Services	<u>25,000</u>
	\$ 4,610,000

From: General Fund-Restricted (12)

To: Capital Outlay (41)	\$ 210,000
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CONTRIBUTIONS TO OTHER FUNDS

From: General Fund-Unrestricted (11)
 To: Workers' Compensation Fund (61) \$ 1,063,250
 Property & Liability Self-Insurance Fund (62) 602,874
 Dental Self-Insurance Fund (63) 900,000
 Total Contributions to Other Funds from Fund 11 \$ 2,566,124

From: Bookstore Fund (51)
 To: Auxiliary Services Fund \$ 276,000

D. AUDIT SERVICES 2008-09

It is recommended that the Board of Trustees approve the fifth year of a five-year agreement for audit services to be performed by Vavrinek, Trine, Day & Co, LLP. The fiscal year-end audit will be performed for the period July 1, 2008, to June 30, 2009. The amount is not to exceed \$51,500.

E. BUDGET ADJUSTMENTS

It is recommended that approval be given to make adjustments to the 2007-08 General Fund Unrestricted expenditures as outlined below.

Subsequent to the approval of the 2007-08 budget, the Vice President of Administrative Services completed a staffing position control analysis of all current full-time budgeted positions and reviewed all other salary and non-salary accounts. Changes to salary accounts and adjustments to non-salary accounts resulted in the amendments as presented. The combination of these adjustments will result in a zero net change to the total appropriations for 2007-08.

Summary of Adjustments to Final Budget 2007-08

FUND: 11 - General Fund Unrestricted

GL		Revised Budget	Adjustments	Revised Budget
Acct	Description	3/31/2008	To Budget	05/31/2008
11xx	Instructional Salaries, Regular	\$24,620,359	\$-37,917	\$24,582,442
12xx	Non-Instructional Salaries, Regular	6,270,408	28,093	6,298,501
13xx	Instructional Salaries-Non-Regular	16,377,240	0	16,377,240
14xx	Non-Instructional Salaries, Non-Regular	615,679	0	615,679
21xx	Non-Instructional Salaries, Regular	20,617,788	136	20,617,924
22xx	Instructional Aides, Regular F/T	1,866,360	1,935	1,868,295
23xx	Non-Instructional Salaries, Student-P/T	3,180,463	344	3,180,807

31xx	STRS Fund	3,486,010	0	3,486,010
32xx	PERS Fund	2,239,978	0	2,239,978
33xx	OASDI & Medicare	2,392,424	0	2,392,424
34xx	Health & Welfare	7,550,503	0	7,550,503
35xx	SUI	36,857	0	36,857
36xx	Workers' Comp Ins	981,117	0	981,117
37xx	Local Retirement	110,000	0	110,000
38xx	Alternative Retirement Plan	304,290	0	304,290
39xx	Other Benefits	310,376	0	310,376
42xx	Other Books	12,223	73	12,296
43xx	Instructional Supplies	606,586	4,597	611,183
44xx	Non-Instructional Repair Parts	93,234	-2,524	90,710
45xx	Non-Instructional Supplies	812,029	9,318	821,347
46xx	Gasoline	60,000	0	60,000
51xx	Personal & Contract Services	1,895,129	-93,451	1,801,678
52xx	Travel & Conferences	417,585	9,077	426,662
53xx	Dues & Memberships	129,134	0	129,134
54xx	Insurance	780,000	0	780,000
55xx	Utilities	3,679,810	-60,132	3,619,678
56xx	Rents, Leases & Repairs	1,715,622	47,211	1,762,833
57xx	Legal & Regulatory	288,260	-1,000	287,260
58xx	Other Services & Exp	1,942,989	26,023	1,969,012
59xx	Miscellaneous	21,066	-1,000	20,066
591x	Other Program Services	0	0	0
61xx	Site Improvement	0	0	0
63xx	Library Books	51,800	0	51,800
64xx	Equipment	612,797	69,217	682,014
73xx	Interfund Transfers	5,745,231	0	5,745,231
76xx	Payments for Students	985	0	985
Report Total		\$109,824,332	\$0	\$109,824,332

F. PROPOSED AGREEMENT BETWEEN THE ECC AND COMPTON DISTRICTS

It is recommended that the Board of Trustees approve the following Agreement between the El Camino Community College District and the Compton Community College District. The proposed new Agreement between the two districts updates and extends the original Memorandum of Understanding (MOU) approved on August 24, 2006.

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

This Agreement is made and entered into on the 1st day of July, 2008, by and between the El Camino Community College District (hereinafter referred to as “El Camino”), acting by and through its governing board, and the Compton Community College District (hereinafter referred to as “Compton” or the “District”), acting by and through the Special Trustee appointed by the Chancellor of the California Community Colleges to serve in the place of Compton’s governing board. In consideration of the mutual commitments contained herein, the parties agree as follows:

1. This Agreement, and the parties’ implementation of it, is intended to provide a set of binding mutual understandings to achieve the following goals:
 - A. Provide the students and residents of Compton with access to accredited community college programs and services that address their educational needs and contribute to the overall welfare and development of the community;
 - B. Specify the various rights and responsibilities of each party in providing those programs and services;
 - C. Create the conditions under which Compton will have a genuine opportunity to establish a newly accredited college as an autonomous institution¹;
 - D. Build effective, mutually respectful relationships between and among the faculty, staff and administrators of El Camino and Compton; and
 - E. Simultaneously, safeguard El Camino’s accreditation.

¹ Obtaining accreditation for the Center will be a multi-year process. Based on the *Eligibility, Candidacy and Initial Accreditation Manual* published by the Accrediting Commission for Community and Junior Colleges, the parties have outlined the steps required to gain accreditation and an anticipated time frame. The outline is appended to this Agreement as Attachment A, for information purposes only.

2. All programs and services of the Center (as defined in Sections 4 and following, below) provided under this Agreement shall be offered exclusively by El Camino and during the term of this Agreement Compton shall not engage in any activity that requires status as an accredited institution. Compton shall also refrain from engaging in any activity that would pose a demonstrable risk to El Camino's accreditation and shall abandon the use of the term "Compton College" to refer to Compton or in connection with any activities undertaken by Compton.
3. At least annually El Camino shall prepare a report for submission to the Special Trustee summarizing progress towards obtaining accreditation for the Center, the remaining steps required to gain accreditation and a current anticipated time frame for the Center's accreditation.

The Center

4. As authorized by Chapter 50 of the Statutes of 2006 (A.B. 318) (and any amendments thereto), El Camino shall maintain the "El Camino Community College District Compton Community Educational Center," also known as the "El Camino College Compton Center," and hereinafter referred to simply as the "Center," on Compton's facilities in Compton, California. The educational program and services offered by El Camino at the Center shall consist of a full range of credit and non-credit offerings, and related student support services, as specifically agreed to by the two parties and from time to time modified as they deem necessary.
5. The Center, and all of its educational programs and services, shall be under the exclusive management and control of El Camino. As used in this agreement, the Center consists programs and services like the following: All credit and non-credit courses and programs; library and learning resource center services; counseling and matriculation services; admissions and records; financial aid; student life and other student services programs; categorical programs such as EOPS, DSPS, CalWorks, GAIN, and TANF; transfer center services; athletics; international students; relations with schools; and special programs and services such as the Foster/Kinship Care Program.
6. Without implying any limitation on the Center's programs and services, El Camino shall include the following among the programs and services it provides at the Center:
 - A. EOPS, Special Resources Center (DSPS), CalWorks, GAIN, TANF and other categorical programs (as well as federally supported programs like grants to Hispanic-Serving Institutions under Title V of the Higher Education Act) that are separate from and independent of similar programs provided at El Camino's main campus;

- B. An Associated Student Body organization at the Center that is separate from and independent of the Associated Student Body organization at El Camino's main campus and that assesses and benefits from its own fees; and
 - C. Subject to approval by the Commission on Athletics of the Community College League of California, intercollegiate athletic teams that are separate from and independent of the athletic teams at El Camino's main campus. Unless otherwise agreed to by the parties, the teams shall be designated as the "Compton Tartars."
7. If El Camino currently does not offer programs or services that El Camino or Compton, after consulting with the other through a curriculum and program review process, reasonably determines are appropriate and necessary to meet the educational needs of the students and residents of Compton, El Camino shall promptly undertake all reasonable efforts to adopt appropriate curriculum or services. If El Camino reasonably determines that it cannot adopt appropriate curriculum or services requested by Compton, or that doing so would be impractical or ill-advised, El Camino shall work with Compton to attempt to find an alternative means of providing the programs or services. If any action taken pursuant to this section requires approval from the Accrediting Commission for Community and Junior Colleges (ACCJC) through the substantive change proposal process, Compton will cooperate with El Camino to ensure compliance with that process.
 8. The educational program and student support services offered at the Center shall be clearly identified as exclusively programs and services of El Camino, and El Camino shall have full authority over all aspects of the programs and services offered at the Center, including but not limited to, curriculum development and approval, program review, student assessment, student services and institutional planning for the Center. Furthermore, as more fully specified in Sections 14.A, 14.B and 15, below, El Camino shall have authority over faculty and staff qualifications and evaluation of their performance.
 9. El Camino and its Academic Senate shall ensure that faculty employed by Compton but assigned to provide educational and support services at the Center are accorded appropriate professional standing in academic and professional matters as they relate to the Center, including but not limited to, curriculum development and approval, program review, student assessment, student services and institutional planning for the Center.
 10. El Camino shall comply with all federal requirements to ensure that qualified students enrolled at the Center remain eligible for federal financial assistance.
 11. As authorized by the Education Code, El Camino shall collect fees as follows:

A. Non-resident tuition fees, materials fees, health fees, Associated Student Body fees, and ASB Student Representation fees, which shall be set by El Camino upon the recommendation of Compton.

B. Parking fees and facility use fees, which will be set by Compton.

All fees collected by El Camino from students enrolled at the Center, or others who use the Center's facilities or participate in its programs or services, shall be devoted to supporting programs and services at the Center or remitted to Compton, as the parties may from time to time specify.

12. Compton shall make appropriate District facilities available to El Camino without charge and shall name those facilities the "El Camino College Compton Center."

13. The Chief Operating Administrator of the Center shall be a Provost, who shall be responsible to, and supervised by, the Superintendent/President of El Camino in connection with the proper oversight and administration of the Center. The Provost shall be appointed with the concurrence of the Superintendent/President and the Special Trustee of the Compton Community College District, and may be terminated by the Superintendent/President and the Special Trustee in the manner provided in the Provost's employment contract. While the Provost will report to the Superintendent/President, he or she shall be an employee of Compton and Compton shall retain the discretion to assign additional duties to the Provost, including duties as the Chief Executive Officer of the Compton Community College District. In the event the Provost simultaneously serves as Compton's Chief Executive Officer, he or she shall be responsible to, and supervised by, the Special Trustee only for those aspects of his or her assignment that relate to service as Compton's Chief Executive Officer.

14. El Camino and Compton shall agree upon a staffing plan for the Center that identifies every position, in addition to the position of Provost, that will be needed to provide services at the Center and that specifies which of the positions Compton will fund. The parties shall implement the staffing plan as follows:

A. To the extent the parties determine necessary and appropriate, Compton shall propose assignment of its current employees to provide services at the Center pursuant to the staffing plan. Before any individual employee is assigned to provide services at the Center, El Camino, in its sole discretion, shall have the right to review the employee's qualifications and to determine if the assignment is an appropriate one. If El Camino determines that the assignment is appropriate, the employee shall remain an employee of Compton and shall not become an employee of El Camino, but he or she will provide services at the Center under the day-to-day supervision of El Camino. If El Camino determines that the assignment is not appropriate and declines to accept the employee, he or she shall not be assigned to provide services for El Camino at the Center.

- B. When new employees need to be hired by Compton pursuant to the staffing plan, Compton shall promptly undertake reasonable efforts to recruit qualified employees for those positions using hiring procedures adopted by Compton following consultation with El Camino. Before extending an offer of employment to any individual who will provide services at the Center, Compton shall consult with El Camino to ensure that El Camino has the opportunity to review the prospective employee's qualifications and to determine if his or her assignment to provide services at the Center under El Camino's day-to-day supervision is appropriate pursuant to El Camino's authority under Section 14.A, above, to approve assignments.
 - C. Every Compton employee who is assigned to provide services at the Center shall do so pursuant to Education Code Section 74293. No such employee shall be deemed to be an employee of El Camino nor shall any such employee gain any status with El Camino for any purpose.
15. El Camino, acting through the Provost, shall have the primary right to direct the activities of employees assigned to provide educational and student support services at the Center consistent with Compton's contractual and legal rights and obligations as the employer of those individuals. Using evaluation procedures applicable to Compton employees, El Camino shall also provide employee performance assessments to Compton regarding the services provided by Compton's employees. If El Camino finds that it is necessary to do so, El Camino may reassign a Compton employee back to Compton after providing Compton with a reasonable opportunity to remedy any circumstances that El Camino believes warrants the reassignment.
16. Nothing in this agreement shall be construed to limit El Camino's ability to assign its own employees to oversee activities or to manage the educational and student support services at the Center, or to employ employees of any type or class as otherwise authorized by law as needed to provide oversight of activities or the management of educational and student support services at the Center. Any person who provides services pursuant to this section shall remain an employee of El Camino and shall not be deemed to be an employee of Compton nor shall any such employee gain any status with Compton for any purpose. It is understood by the parties that El Camino will assign its employees to provide services at Compton only if they voluntarily accept the assignment. If they deem it to be appropriate, El Camino and Compton may also enter into inter-jurisdictional agreements with each other to exchange employees needed for an interim period for a specific job classification.
17. Compton shall remain responsible for the salary and benefits of its employees assigned to provide educational and student support services at the Center and El Camino shall remain responsible for the salary and benefits of its employees assigned

to provide educational and student support services at the Center. Neither party shall have any responsibility for the salary or benefits of the other party's employees.

Management of Compton District Functions to Support
Compton Operations and the Center

18. Compton and El Camino have determined that it is in their mutual best interests to delegate certain Compton district functions to El Camino with the goal of achieving the following objectives:
 - A. Ensuring effective support for, and close coordination with, the Center;
 - B. Implementing effective policies, procedures and practices that will serve Compton well—both in the present and over time as it resumes internal management of the operations; and
 - C. Ensuring that Compton has trained, capable staff who can provide essential services and who can appropriately revise and improve administrative systems as future needs evolve.
19. To further the objectives listed in the preceding section, the Superintendent/President — acting primarily through the Provost — shall manage the following operations, subject to oversight by the Special Trustee: Accounting services, including accounts receivable, accounts payable, general accounting and maintenance of the general ledger, and cashier services; payroll; human resources; purchasing; auxiliary services, including bookstore and cafeteria operations, grants administration, etc.; facilities maintenance and operations; police and security services; and management information services.
20. El Camino and Compton shall agree upon a staffing plan for the operations listed in Section 19. Based on that plan, Compton, with El Camino's advice and assistance, shall recruit and retain an appropriate administrative and classified workforce to staff the operations.
21. The following operations shall continue to be managed exclusively by Compton:
 - A. Bond-funded construction and other capital improvement projects associated with the facilities in Compton at which the Center is located.
 - B. Business, legal and other administrative functions that relate exclusively to the management of the Compton Community College District.
 - C. Labor relations, provided however, that Compton shall consult with El Camino on matters that are likely to have an effect on the operation of the Center.

D. Community and governmental relations that relate primarily to the District and not to the Center, including, but not limited to, organization and operations of the Compton governing board and the office of the Special Trustee.

The parties may agree on other functions or activities that will be managed by Compton; provided, however, that Compton shall not assume any responsibility that requires status as an accredited institution or which, if performed by Compton, would pose a demonstrable risk to El Camino's accreditation.

22. Compton shall resume internal management of the operations delegated to El Camino pursuant to Sections 18 and 19, once the Superintendent/President and the Special Trustee agree that Compton has the capacity to effectively manage and control the function and that the resumption of internal management by Compton is in the best interests of both the Center and the District. That determination will be based primarily on FCMAT's review of the District's progress in implementing relevant recommendations made in the Comprehensive Review of April 2007, but also on success of the party's transition plan for District functions delegated to El Camino, a copy of which is appended to this Agreement as Attachment B, for information purposes only. At least annually, the parties shall review the transition plan and make any adjustments to it that they deem are necessary.
23. Unless the parties explicitly agree otherwise on a case-by-case basis, all classified employees assigned to work in the operations managed by El Camino shall report, directly or indirectly, to the Provost, but in any event, all classified employees assigned to work in the operations managed by El Camino shall remain employees of Compton and shall not gain any status with El Camino for any purpose.
24. Nothing in this agreement shall be construed to limit El Camino's ability to assign its own employees to assist in providing services needed in the operations managed by El Camino, or to employ employees of any type or class as otherwise authorized by law as needed to provide oversight of the operations managed by El Camino. Any person who provides services pursuant to this section shall remain an employee of El Camino and shall not be deemed to be an employee of Compton nor shall any such employee gain any status with Compton for any purpose. It is understood by the parties that El Camino will assign its employees to provide services at Compton only if they voluntarily accept the assignment.
25. If they deem it to be appropriate, El Camino and Compton may also enter into inter-jurisdictional agreements with each other to exchange employees needed for an interim period for a specific job classification. Furthermore, as an alternative to delegating management of a district operation to El Camino pursuant to Sections 18 and 19 (and other relevant provisions of this agreement), the parties may agree that El Camino will assume full responsibility for the operation (including staffing, equipment, supplies, etc.) and that it will provide Compton with all relevant services

associated with the operation as a service provider. However, any such agreement shall be approved by the Special Trustee and shall take the form of a written agreement that specifies all of the terms and conditions of the services to be provided by El Camino and the compensation payable to El Camino for those services.

26. Compton shall remain responsible for the salary and benefits of its employees working in operations managed by El Camino and El Camino shall remain responsible for the salary and benefits of its employees working in those operations. Neither party shall have any responsibility for the salary or benefits of the other party's employees.
27. The Special Trustee shall receive regular reports regarding the status of the operations managed by El Camino pursuant to Sections 18 and 19, above, and may request special reports at any time. Furthermore, the Special Trustee may initiate performance or financial audits of the operations at any time.
28. In managing the operations specified in Sections 18 and 19, above, El Camino shall ensure that no funds of Compton are expended or committed without the approval of the Special Trustee or an appropriate Compton official acting under delegated authority from the Special Trustee.

Budget Development

29. El Camino, in consultation with Compton, shall set up an annual budget development procedure that includes a budget development calendar, defines the roles and responsibilities of Compton and El Camino officials involved in the process, and identifies the manner in which appropriate collegial consultation with Compton faculty, staff and students will be conducted. Following that procedure El Camino will develop a unified master budget for the Center, the operations it manages pursuant to Sections 18 and 19, above, and the operations that continue to be managed exclusively by Compton pursuant to Section 21, above. The master budget, which shall be updated annually, shall be based upon enrollment projections and other operational goals agreed upon by the parties and shall consist of:
 - A. an operating budget for the Center for the upcoming fiscal year;
 - B. an operating budget for the operations El Camino manages pursuant to Sections 18 and 19, above, for the upcoming fiscal year;
 - C. an operating budget for the operations that continue to be managed exclusively by Compton pursuant to Section 21, above, for the upcoming fiscal year; and
 - D. a projected budget for the Center for each of the two succeeding fiscal years.

30. Before adopting the master budget, the Special Trustee shall determine if the Superintendent/President concurs with the proposed master budget. If the Superintendent/President concurs, the Special Trustee shall adopt the master budget as specified in the following two sections. If the Superintendent/President does not concur, the Special Trustee shall either modify the master budget as necessary to obtain the Superintendent/President's concurrence, or adopt the budget without the concurrence. In the latter case, El Camino will be deemed to have given notice of termination of this Agreement on the date of the budget's adoption and the termination procedure set forth in Section 42 shall be automatically invoked.
31. Once the Special Trustee adopts the master budget developed pursuant to Section 29, Compton shall, as a first priority, fund the Center's operating budget for the current fiscal year and the current operating budget for the operations El Camino manages pursuant to Sections 18 and 19, above. The current operating budget for the operations El Camino manages shall be incorporated into the annual operating budget approved by Compton and shall be administered as a part of Compton's operations.
32. Once the Special Trustee adopts the master budget developed pursuant to Section 29, El Camino may include the Center's expense budget in the operating budget approved by El Camino's Board and administer it as an integral part of El Camino's operations. In that event, Compton shall reimburse El Camino for all Center expenses included in the budget. In the alternative, El Camino may ask Compton to include the Center's expense budget in the operating budget approved by Compton, in which case the budget shall be administered as a part of Compton's operations. In any event El Camino shall provide fiscal and administrative oversight for the operation of the Center and all matters related to the Center.

Recruitment, Retention, Marketing and Enrollment

33. El Camino acknowledges that Compton has a substantial interest in monitoring enrollment at the Center and ensuring that it continues to grow as vigorously as possible. The parties agree that student enrollment at the Center is an important, quantifiable measure of service to the community, and recognize that the Center's enrollment will ultimately determine Compton's entitlement to State apportionment.
34. El Camino, acting through the Provost, shall prepare annual and long-term recruitment, retention, marketing and enrollment management plans for the Center which shall be presented to the Special Trustee for review and endorsement. The process by which the various plans are developed shall provide for broad participation by Compton faculty and staff and, among other things, shall define:
- target populations the Center will specialize in serving well;
 - the nature of the programs the Center will need to develop or enhance to adequately meet the needs and expectations of students in those target populations;

- the services the Center will need to be skilled at delivering to ensure that student success is buttressed and students in the target populations are properly supported; and
- the most effective and compelling messages (and the best means of delivering them) the Center will use to communicate with potential students in the target populations.

35. By April 15 of each academic the Superintendent/President and the Special Trustee shall agree upon an enrollment goal for the Center for the subsequent academic year and, through the budget development process, the funding necessary to achieve that goal.

Miscellaneous

36. By October 1, of each fiscal year, Compton shall remit to El Camino the sum of \$500,000 as an administrative fee for El Camino's services under this Agreement.

37. Compton shall defend and indemnify El Camino, its officers, employees or agents, in connection with any and all claims, actions or lawsuits that arise in any manner from the acts or omissions of Compton, its officers, employees or agents in the performance of this agreement, and El Camino shall defend and indemnify Compton, its officers, employees or agents, in connection with any and all claims, actions or lawsuits that arise in any manner from the acts or omissions of El Camino, its officers, employees or agents in the performance of this agreement. It is expressly understood that in the event of a claim, action, or lawsuit based upon an act or omission of a Compton employee assigned to provide services at the Center under this agreement, the Compton employee shall not be deemed to be an agent of El Camino unless the act or omission giving rise to the claim, action or lawsuit was one required by El Camino or taken at the explicit direction of an El Camino supervisor or manager.

38. During the effective dates of this Agreement, each party shall maintain in effect a policy or policies of insurance issued by one or more insurance companies and/or a memorandum or memoranda of coverage issued by a joint powers authority providing the coverages identified below:

A. Liability to a third party for bodily injury, sickness, or disease and for physical injury to tangible property and/or for loss of use of tangible property not physically injured that is neither expected nor intended from the standpoint of the insured or of the covered party. The policy limit or limit of liability for such coverage shall be at least \$1,000,000 per occurrence with an aggregate limit of no less than \$5,000,000.

B. Liability to a third party for "personal injury" offense(s) as defined by the applicable policy of insurance or memorandum of coverage. The policy limit or

limit of liability for such coverage shall be at least \$1,000,000 per occurrence or claim with an aggregate limit of no less than \$5,000,000.

C. Liability to a third party for “errors and omissions” as defined by the applicable policy of insurance or memorandum of coverage. The policy limit or limit of liability for such coverage shall be at least \$1,000,000 per occurrence or claim with an aggregate limit of no less than \$5,000,000.

D. Automobile Liability with the following limits: Primary Bodily Injury limits of \$1,000,000 per occurrence and Primary Property Damage limits of \$5,000,000 per occurrence or combined single limits of Primary Bodily and Primary Damage of \$10,000,000 per occurrence.

E. Worker's Compensation Insurance with the limits established and required by the State of California.

F. Employer's Liability with limits of \$5,000,000 per claim.

39. During the effective dates of this Agreement, each party shall cause the other party and its elected and appointed officers, directors, employees and agents to be named as additional insureds under the policy or policies of insurance providing the coverages identified above for claims arising out of actual or alleged acts or omissions on the part of the other party, its elected and appointed officers, employees and agents and/or cause the other party, its officers, employees and agents to be named as a covered party or as an additional covered party under the memorandum or memoranda of coverage providing the coverages identified above for claims arising out of actual or alleged acts or omissions on the part of the other party, its elected and appointed officers, employees and agents. However, this provision shall not apply to the coverage for “errors and omissions.”

40. By July 1 of each year, each party shall provide to or cause to be provided to the other party a certificate or certificates of insurance identifying the policy or policies of insurance to which the other party has been named as an additional insured and/or certificate or certificates of coverage or similar document(s) identifying the memorandum or memoranda of coverage to which each party has been named as an additional covered party. Each such policy or memorandum shall state that not less than thirty (30) days' written notice shall be given to the other party prior to cancellation; and, shall waive all rights of subrogation. Each party shall immediately notify the other party in the event of material change in, or failure to renew, each policy or memorandum.

41. This Agreement shall take effect immediately and shall remain in effect until it is terminated. Either party may initiate termination of this Agreement by giving 180 days written notice to the other party, and to the Board of Governors of the California

Community Colleges, of its intent to terminate. No termination pursuant to this section shall take effect until the end of the semester following the expiration of the notice period provided under this section so as to protect students from a mid-term interruption of educational services.

42. Notwithstanding anything in Section 41 to the contrary, in the event El Camino initiates termination of this Agreement by giving notice to Compton and the Board of Governors of its intent to terminate pursuant to the preceding section, the Chancellor of California Community Colleges shall meet with the Superintendent/President of El Camino to determine if the proposed termination by El Camino relates to factors that can be resolved with the Chancellor's assistance. If that is not the case, and if El Camino declines to withdraw its notice of termination within ninety days after it was initially given to Compton and the Board of Governors, the Special Trustee shall immediately act to terminate the agreement pursuant to Education Code Section 74292(1)(2), which explicitly authorizes the Special Trustee to initiate termination of agreements with a partner district. Thereafter, the Special Trustee, the Chancellor and the Board of Governors of the California Community Colleges shall be deemed to have waived any and all rights whatsoever that they may have to require El Camino to continue to provide services as a partner district. This waiver provision is irrevocable and its inclusion in this agreement has been relied upon by El Camino as a material inducement for its willingness to enter into this Agreement.
43. Any notice required to be delivered under this Agreement to the other party must be in writing and shall be effective (i) when personally delivered to the other party or (ii) three business days after deposit in the United States mail, postage fully prepaid and addressed to the respective party as set forth below (or to such other address and to such other persons as the parties may hereafter designate by written notice to the other):

To Compton:

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

To El Camino:

Superintendent/President
EL CAMINO COLLEGE
16007 Crenshaw Blvd.
Torrance, CA 90506

To the Chancellor and Board of Governors:

Chancellor
CALIFORNIA COMMUNITY COLLEGES
1102 Q Street
Sacramento, CA 95811

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

IN WITNESS WHEREOF, the parties have executed this agreement on, _____, 2008.

COMPTON COMMUNITY COLLEGE DISTRICT

By _____
Peter J. Landsberger
Special Trustee

EL CAMINO COMMUNITY COLLEGE DISTRICT

By _____
Thomas M. Fallo
Superintendent President

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

Diane Woodruff
Chancellor, California Community Colleges

Attachment A

Steps to Establish Eligibility for Accreditation

Step 1- Establishing that Criteria for Eligibility have been Met and Applying for Eligibility [2006 through 2010]

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

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

El Camino College anticipates that the Center may be able to demonstrate that it does meet the twenty-one basic criteria for institutional eligibility within several years. If that is the case, El Camino will submit an eligibility application and supporting documentation asking for eligibility status for the El Camino Compton Community Educational Center, perhaps as early as 2010.

Step 2 – Candidacy Status [2010 through 2012 or later]

If eligibility is granted, the Center will be able to apply for candidacy status by completing and submitting a Self Study Report using the Standards of Accreditation, the Self Study Manual, and other Commission policies and resources. This report needs to be supported by evidence that must be retained for later review by an accreditation team.

Following submission of the Self Study Report, the Commission will send a team to visit the Center for the purpose of determining if the institution meets the standards, policies and eligibility criteria of the Commission. The Commission may grant the Center candidacy or provide for an extension, deferral, denial, or termination of candidacy. Assuming candidacy is granted, the Center will be expected to remain in compliance with the standards of accreditation during the entire candidacy period, generally a period of at least two years.

Step 3 – Completing the Candidacy Period and Applying for Initial Accreditation [2012 through 2014 or later]

After at least two years as a candidate for accreditation, the Center will next apply for initial accreditation. This is accomplished by submitting a Self Study Report using the Standards of Accreditation, the Self Study Manual, and other Commission policies and resources. This Self Study Report is supported by evidence that the institution continues to meet the Eligibility Requirements as well as the ACCJC's standards and policies. Following submission of the report, a team visits the institution for the purpose of ensuring the institution meets all standards of the Commission. Following the review of the self study and team reports, the Commission will either grant initial accreditation to a new "Compton College," extend the period of candidacy, or deny initial accreditation.

If initial accreditation is granted, the institution begins a six-year cycle of periodic review for reaffirmation of accreditation which has several parts. These include a six-year comprehensive evaluation, a midterm evaluation in the third year, annual reports and annual fiscal reports to the Commission, and other progress and substantive change reports and visits as deemed necessary by the Commission.

Source: Eligibility, Candidacy and Initial Accreditation Manual, a publication of the Accrediting Commission for Community and Junior Colleges, Summer 2006.

Attachment B

Transition Plan for District Functions Delegated to El Camino

The partnership agreement between El Camino and Compton delegates certain Compton district functions to El Camino with the goal of achieving the following objectives:

- Ensuring effective support for, and close coordination with, the Center;
- Implementing effective policies, procedures and practices that will serve Compton well—both in the present and over time as it resumes internal management of the operations; and
- Ensuring that Compton has trained, capable staff who can provide essential services and who can appropriately revise and improve administrative systems as future needs evolve.

The agreement also states that Compton will resume internal management of functions delegated to El Camino once the Superintendent/President and the Special Trustee agree that Compton has the capacity to effectively manage and control the function and that the resumption of internal management by Compton is in the best interests of both the Center and the District. It is anticipated that the transition to full internal management by Compton will take place incrementally over a period of several years as follows:

2007-2008

- Managers will continue to be hired at Compton so that the district can begin to take over direct supervisory responsibilities in more areas.
- As conditions permit, functions will begin to shift back to the campus.

2008-2009

- While some functions may remain at El Camino, Compton will assume full input and supervisory responsibilities in several areas.
- El Camino will continue to have a strong audit/oversight role in assuring that good fiscal and business practices are followed.
- Compton will begin to function with more independence while continuing to apply guidelines and policies that are consistent with those at El Camino.

2009-2010

- Most functions will be administered by Compton, but El Camino will continue to handle functions based on practicality and cost-effectiveness — for example, computer systems and data processing.
- El Camino procedures and policies remain applicable.

2010-2011

- El Camino and Compton develop long-term operational and process oriented agreements regarding administrative services and their support for the Center.
- El Camino provides general oversight and, when appropriate, technical assistance to Compton.

2011 and beyond

- El Camino continues to provide general oversight and, when appropriate, technical assistance to Compton, but management of formerly delegated functions is increasingly independent.
- Exceptions to independent operations will include those areas that are required by regulation (e.g., financial aid) or operational necessity (e.g., data base operations).

G. CONTRACTS UNDER \$72,400

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

- 1. CONTRACTOR:** **CALIFORNIA HOSPITAL MEDICAL CENTER**

Services: Allow use of facility for instruction and training by El Camino staff for students to gain clinical and field experience.

Requesting Dept.: Radiologic Technology

Dates: 5/1/08 – 5/1/09

Financial Terms: None

- 2. CONTRACTOR:** **CALIFORNIA STATE UNIVERSITY, DOMINQUEZ HILLS FOUNDATION**

Services: The District will provide the Contractor expertise on the Agile Mind Science Corp Leadership Team for the development of Biology Curriculum on the Quality Education Development Project.

Requesting Dept.: Natural Science Division

Dates: 1/1/08 - 12/31/08

Financial Terms: Income \$33,096/Expenses \$33,096/Net 0

- 3. CONTRACTOR:** **CERRITOS COLLEGE**

Services: Provide media services production, document preparation, Braille output and formatting for El Camino College students.

Requesting Dept.: Special Resources Center

Dates: 12/13/07 – 12/12/09

Financial Terms: Cost not to exceed \$15,438 per year (Blanket Purchase Order Number 110871).

- 4. CONTRACTOR:** **DAVIS FURNITURE INDUSTRIES, INC.**

Services: Contractor will provide furniture for the LRC expansion project using General Services Administration (GSA) contract #GS-28F-2110D for the procurement.

Requesting Dept.: Learning Resource Center

Dates: 6/17/08 - 8/17/08

Financial Terms: Cost \$25,513

- 5. CONTRACTOR:** **GLOBAL AEROSPACE**

TECHNOLOGY CORPORATION

Services: The contractor will participate in the Aerospace Export Training Enabler Program offered by the El Camino College.
Requesting Dept.: Center for International Trade Development
Dates: 6/17 – 6/30/08
Financial Terms: Income \$1,000

6. CONTRACTOR:
Services:

JOYFUL EDUCATION SERVICE, INC.

Contractor (travel agent) will provide transportation and lodging accommodations for summer exchange students from Japan who are enrolled in the District's Summer 2008 English program.

Requesting Dept.: El Camino College Language Academy
Dates: 7/1/08 – 8/8/08
Financial Terms: Projected Income \$7,760/Projected Expenses \$2,746/Projected Net \$5,014

7. CONTRACTOR:
Services:

NEARFIELD SYSTEMS, INC.

The District will provide the contractor with training as follows: 40 hours in Project Management; 40 hours of Materials Requirement Planning and 24 hours in Time/Priority Management.

Requesting Dept.: Center for Applied Competitive Technologies (CACT)
Dates: 6/20/08 – 6/30/08
Financial Terms: Projected Income \$26,021/Projected Expense \$12,780/Projected Net \$13,241.

8. CONTRACTOR:
Services:

JUDY SHANE

Develop and deliver customized on-site training as needed for contracted companies.

Requesting Dept.: Contact Education – Community Advancement
Dates: 7/1/07 – 6/30/08
Financial Terms: \$85/hour; Not To Exceed \$10,000 (BPO #111131)

9. CONTRACTOR:
Services:

ST. FRANCIS CAREER COLLEGE

El Camino College Compton Educational Center will provide pre-requisite courses for students enrolled in the contractor's Nursing Program.

Dates: 7/1/07 – 6/30/09
Requesting Dept.: Academic Affairs
Financial Terms: Contractor will pay tuition fees for each student enrolled in the program. El Camino College District

will receive the FTES.

- 10. CONTRACTOR:** **YAMADA ENTERPRISES**
Services: The Contractor will provide furniture for the LRC expansion project using the GSA Contract #4-08-00-0106A for the procurement.
Requesting Dept.: Learning Resource Center
Dates: 6/17/08 – 8/17/08
Financial Terms: Cost \$60,869

H. CONTRACTS OVER \$72,400

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

- 1. CONTRACTOR:** **PROPATH, INC.**
Services: The contractor will develop a 360-hour Aerospace Manufacturing Certification training program for El Camino College.
Requesting Dept.: Center for Applied Competitive Technologies (CACT)
Dates: 6/17/08 – 6/30/08
Financial Terms: Cost \$150,000
- 2. CONTRACTOR:** **FULLMER CONTRACT, LLC**
Services: Using the California Multiple Awards Schedule (CMAS) contract #A-01-01-0060A for the procurement of Allsteel furniture in the LRC expansion project.
Requesting Dept: Learning Resource Center (LRC)
Date: 6/17/08 – 8/17/08
Financial Terms: Cost \$89,255
- 3. CONTRACTOR:** **KRUGER INTERNATIONAL**
Services: Using the Foundation of California Community Colleges (FCCC) contract #CA0918B for the procurement of furniture in the LRC expansion project.
Requesting Dept: Learning Resource Center (LRC)
Date: 6/17/08 – 8/17/08
Financial Terms: Cost \$112,221

I. AMENDMENT:

CONTRACTOR: LONG BEACH COMMUNITY COLLEGE DISTRICT (LBCCCD)

Services: The Small Business Development Center will deliver programs and services to small businesses in the form of training workshops and one-on-one confidential counseling in the South Bay and surrounding cities; funded by LBCCD as a sub-recipient of state-funded grant.

Requesting Dept.: Small Business Development Center

Dates: 11/1/08 – 12/31/08

Financial Terms: Income From ~~\$275,000~~ To: \$305,000 (Brd 5/19/08)
Adjustment to amend the original contract.

J. BID No. 2007-14/STUDENT SERVICES CENTER ROOFING PROJECT

It is recommended that the Board of Trustees award the roof replacement to the existing roof of the Student Service Center in accordance with the specifications, terms and conditions of the above named bid.

CONTRACTOR: BEST CONTRACTING SERVICES, INC.

Services: Roof replacement for the Student Service Center.

Requesting Dept: Facilities Department

Dates: 7/01/08 – 8/15/08

Financial Terms: \$308,970

Other Bidders

Solar Integrated \$452,800

K. RESOLUTION – EASEMENT FOR ACCESS TO PARKING STRUCTURE

It is recommended that the Board of Trustees approve the resolution and give notice of the Board's intent to declare its intention to convey the Easement to the County of Los Angeles, pursuant to Education Code section 81310 et seq, for public street and sidewalk purposes to construct, reconstruct, alter, repair, maintain, and operate streets and sidewalks providing access and ingress to and egress from the five-story parking structure at the northwest corner of Redondo Beach Boulevard and Crenshaw Boulevard.

**Resolution of the Board of Trustees of the
El Camino Community College District
Declaring Its Intention to Convey Easement**

WHEREAS, the Easement will be of direct benefit to the District in providing valuable public parking to the students and faculty at the College; and

NOW, THEREFORE, the Board of Trustees of the El Camino Community College District does hereby resolve, determine and order its intention to convey to the County the Easement and, at the Board meeting to be held on July 21, 2008 at 4:00 p.m. in the District Board Room located at 16007 Crenshaw Boulevard, Torrance, California, a public hearing will be held upon the question of conveying the proposed Easement to the County.

L. RESOLUTION – EASEMENT FOR RELOCATION OF ELECTRICAL POLE

It is recommended that the Board of Trustees approve the resolution and give notice of the Board's intent to declare its intention to convey the Easement to the Southern California Edison Company, pursuant to Education Code section 81310 et seq., for public street and sidewalk purposes to construct, reconstruct, alter, repair, maintain, and operate streets and sidewalks providing access and ingress to and egress from the five-story parking structure at the northwest corner of Redondo Beach Boulevard and Crenshaw Boulevard.

**Resolution of the Board of Trustees of the
El Camino Community College District
Declaring Its Intention to Convey Easement**

WHEREAS, the Easement will be of direct benefit to the District in providing valuable public parking to the students and faculty at the College; and

NOW, THEREFORE, the Board of Trustees of the El Camino Community College District does hereby resolve, determine and order its intention to convey to the Southern California Edison Company, the Easement and, at the Board meeting to be held on July 21, 2008 at 4:00 p.m. in the District Board Room located at 16007 Crenshaw Boulevard, Torrance, California, a public hearing will be held upon the question of conveying the proposed Easement to the County.

M. PURCHASE ORDERS AND BLANKET PURCHASE ORDERS

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

P.O. Number	Vendor Name	Site Name	Description	P.O. Cost
Fund 11 Unrestricted - El Camino				
P0104298	Register Now	Div Office Humanities	New Equipment - Instructional	\$32.25
P0104300	Academic Superstore	Div Office Humanities	New Equipment - Instructional	\$91.84
P0104302	Language Resource	Div Office Humanities	New Equipment - Instructional	\$314.44
P0104337	Wellington Signs	Transition Center	Other Services And Expenses	\$2,267.84
P0104471	Wenger Corporation	Ctr for Arts Production	New Equipmen-Instr.	\$22,519.35
P0104668	Collegiate Cap/Gown	Commencement	Other Rentals	\$1,142.09
P0104685	Discount Two-Way	Facilities/Planning	Non-Instruct Supplies	\$181.20
P0104731	Monterey Graphics	Warehouse	Inventories, Stores, Prepaid	\$1,875.43
P0104732	Dieterich-Post	Architectural	Maintenance Contracts	\$533.86
P0104733	Jessica L. Asbell	President's Office	Other Services And Expenses	\$1,000.00
P0104734	Roxanna Seyedin	President's Office	Other Services And Expenses	\$1,000.00
P0104735	Svetlana V.	President's Office	Other Services And Expenses	\$1,000.00
P0104736	Josephine E.	President's Office	Other Services And Expenses	\$1,000.00
P0104737	Helen C. Hirst	President's Office	Other Services And Expenses	\$1,000.00
P0104738	Victoria L. Suarez	President's Office	Other Services And Expenses	\$1,000.00
P0104739	Christina L. Jack	President's Office	Other Services And Expenses	\$1,000.00
P0104740	Korina Guzman	President's Office	Other Services And Expenses	\$1,000.00
P0104750	CSU San Diego	Early Start Program	Conferences Classified	\$395.00
P0104769	BMI General Licens	Art Department	Repairs Parts And Supplies	\$83.70
P0104772	Boulevard Florist	Commencement	Other Rentals	\$148.58
P0104774	L.A. Weekly	Ctr for Arts Promo	Multi Media Advertising	\$968.00
P0104775	L.A. Weekly	Ctr for Arts Promo	Multi Media Advertising	\$968.00
P0104776	Verizon Wireless	Health, Safety	Telephone	\$69.50
P0104778	CSU San Diego	Early Start Program	Conferences Classified	\$315.00
P0104781	Engineering.Com	Information Tech.	Maintenance Contracts	\$5,708.13
P0104786	San Diego Marriott	Ed & Community	Conferences Mgmt	\$1,068.00
P0104790	California Chamber	Public Information	Conferences Mgmt	\$220.00
P0104792	Hawthorne Chamber	Public Information	Conferences Mgmt	\$30.00
P0104793	Redondo Beach	Public Information	Conferences Mgmt	\$60.00
P0104801	San Dieguito Printers	Copy Center	Printing	\$1,935.51
P0104802	El Camino College	President's Office	Conferences Mgmt	\$500.00
P0104803	City of Hawthorne	Community	Other Services And Expenses	\$103.50
P0104809	OC Weekly	Ctr for Arts Promo	Multi Media Advertising	\$500.00
P0104810	L.A. Weekly	Ctr for Arts Promo	Multi Media Advertising	\$968.00
P0104812	LA Area Chamber	Community	Conferences Mgmt	\$2,500.00
P0104814	A Plus Window Tint	Facilities/Planning	Repairs Noninstructional	\$100.00
P0104815	Calmet Services	Utilities	Waste Disposal	\$3,893.40
P0104831	Bank of America	President's Office	Non-Instruct Supplies	\$277.92
P0104832	Bank of America	Board Of Trustees	Conferences Mgmt	\$75.00
P0104834	Nextel/Sprint	Facilities/Planning	Maintenance Contracts	\$710.40
P0104841	Wright Line	Campus Police	New Equipment	\$665.54
P0104843	CDW Computer	Campus Police	New Equipment	\$7,481.57
P0104849	Carrier Corporation	HVAC Shop	Non-Instruct Supplies	\$1,205.11
P0104851	Patricia Witherall	Human Resources	Employee Recognition	\$1,000.00
P0104852	Mercedes A.	Human Resources	Employee Recognition	\$1,000.00
P0104855	A Plus Window Tint	Facilities/Planning	Repairs Noninstructional	\$100.00
P0104856	Safelite Auto Glass	Facilities/Planning	Repairs Noninstructional	\$230.98
P0104857	Xerox Corporation	Copy Center	Repairs - Instructional	\$240.00
P0104861	Xiaodong Shan	Resource	Non-Instruct Supplies	\$250.03
P0104862	Paradise Awards	Human Resources	Other Services And Expenses	\$4,676.40

P0104863	E.C.C. Public	Study Abroad Prog.	Other Services And Expenses	\$477.00
P0104865	Advanced Party Sup.	Outreach and School	Non-Instruct Supplies	\$775.00
P0104868	S & B Food Services	Commencement	Contract Services	\$16,644.21
P0104873	Press Telegram	Ctr for Arts Promo	Multi Media Advertising	\$2,632.50
P0104877	Louis & Company	Construction	Instructional Supplies	\$482.60
P0104879	Vector Resources, Inc.	Campus Police	New Equipment	\$8,798.31
P0104880	CDW-G	Campus Police	New Equipment	\$12,430.69
P0104881	Vector Resources, Inc.	Campus Police	New Equipment	\$6,740.00
P0104883	Zones, Inc.	Campus Police	New Equipment	\$1,010.62
P0104884	Dell Marketing L. P.	Campus Police	New Equipment	\$1,158.28
P0104885	Dell Marketing L. P.	Campus Police	New Equipment	\$14,638.65
P0104886	Daily Breeze, the	Purchasing and	Multi Media Advertising	\$483.10
P0104887	A Plus Window Tint	Facilities/Planning	Repairs Noninstructional	\$100.00
P0104891	Larry D. Rosen	V.P. Academic Affairs	Contract Services	\$150.00
P0104898	Plato Learning	Information Tech.	Maintenance Contracts	\$75,396.13
P0104899	Total Environmental	Facilities/Planning	Repairs Noninstructional	\$18,100.00
P0104900	Southland Industries	Facilities/Planning	Repairs Noninstructional	\$12,965.00
P0104901	Cornell Electric	Facilities/Planning	Repairs Noninstructional	\$7,189.00
P0104922	Thompson Trophy	Commencement	Non-Instruct Supplies	\$584.55
P0104957	Pump Man	Facilities/Planning	Repairs Noninstructional	\$75.00
P0200001	Chronicle of Higher	President's Office	Publications/ Periodicals	\$82.50
P0200002	Fortune	President's Office	Publications/ Periodicals	\$65.00
Fund 11 Total: 72				\$256,383.71

Fund 12 Restricted - El Camino

P0104221	CCS Presentation	HSA	New Equipment - Instructional	\$30,347.88
P0104261	National Promotions	Teacher Preparation	Instructional Supplies	\$1,001.32
P0104319	B & H Photo-Video	Humanities	New Equipment - Instructional	\$1,363.95
P0104360	South County Printing	VATEA Business	Non-Instruct Supplies	\$1,321.40
P0104394	Oracle Corporation	VP AA 0506 new	Computer Software Account	\$541.25
P0104418	Dell Computer	Sign Language	New Equipment - Instructional	\$1,703.90
P0104420	Dell Computer	YESS 07-08 email	New Equip - Noninstr	\$1,302.67
P0104552	CCS Presentation	I&T Division	New Equipmen-Instr.	\$1,813.57
P0104719	Indigo Instruments	Natural Sciences	New Equipment - Instructional	\$4,842.58
P0104721	Infrared Cameras Inc.	Natural Sciences	New Equipment - Instructional	\$4,782.59
P0104729	Karen Weber	EOPS	Non-Instruct Supplies	\$148.72
P0104742	American Express	CITD	Transportation/ Mileage	\$398.20
P0104743	American Express	Aerospace Export	Transportation/ Mileage	\$1,968.18
P0104744	James Hoffman	Aerospace Export	Conferences Mgmt	\$450.00
P0104745	William J. Georges	Productions Donations	Non-Instruct Supplies	\$419.19
P0104746	Leticia M. Finley	High School	Non-Instruct Supplies	\$600.00
P0104747	Judith Norton	CACT/BEST	Conferences Other	\$461.82
P0104751	MPR	Health Services	Other Books	\$79.00
P0104770	Women in Non	Honeywell Training	Conferences	\$1,000.00
P0104773	Hawthorne High	CSA WIRED - CACT	Conferences Other	\$200.00
P0104777	LA Area Chamber of	SBDC - Non-Program	Conferences Other	\$2,500.00
P0104782	S & B Food Services	Administration	Special Events-Direct Costs	\$1,848.75
P0104783	S & B Food Services	VTEA Special Resour	Non-Instruct Supplies	\$88.49
P0104784	Konica Minolta	CCAccessMeansPare	Maintenance Contracts	\$114.40
P0104787	Nelly Rodriguez	Compton Title V Activ	Transportation/ Mileage	\$30.00
P0104788	Rodolfo Lopez, Jr.	Compton Title V Activ	Conferences Other	\$15.00
P0104789	Sharin K. Nakayama	DSPS	Instructional Supplies	\$97.40
P0104794	Sal Aguilar Printing Inc	Compton Title V Activ	Printing	\$64.99
P0104797	Mass Press	VATEA Business	Non-Instruct Supplies	\$416.38

P0104799	Giovanna Brasfield	SBDC-YEP (COCCC)	Professional Growth	\$20.00
P0104804	Long Beach Business	SBDC - Caltrans	Multi Media Advertising	\$825.00
P0104805	Black Business	SBDC - Caltrans	Conferences Other	\$700.00
P0104806	Torrance Postmaster	Family Concert/SBYO	Multi Media Advertising	\$1,929.67
P0104807	Paul Ante	High School	Contract Services	\$350.00
P0104808	Nancy A. Adler	Productions Donations	Non-Instruct Supplies	\$155.92
P0104811	Sue Oda-Omori	Articulation Allocation	Non-Instruct Supplies	\$214.50
P0104816	Kellog Institute	Basic Skills	Conferences Other	\$3,305.63
P0104818	Mid City Mailing	SBDC - City of Carson	Postage	\$150.00
P0104824	American Express	YESS 07-08 email	Other Services	\$1,112.10
P0104833	Torrance Chamber	CSA WIRED - CACT	Conferences Other	\$70.00
P0104836	Hyatt Summerfield	Trade Exchange	Conferences Mgmt	\$6,984.90
P0104838	S & B Food Services	MESA Program	Conferences Mgmt	\$809.75
P0104839	San Diego State	CACT - Quick Start	Conferences Other	\$2,000.00
P0104844	Van Lingen Towing	Parking-Student	Other Services And Expenses	\$130.00
P0104845	Bayside Medical Ctr	Parking-Student	Other Services And Expenses	\$63.90
P0104846	National Signal, Inc.	Parking-Student	Repairs Non Instr	\$100.00
P0104850	American Express	JDIF/Maritime Basic	Transportation/ Mileage	\$128.71
P0104860	Xiaodong Shan	Fulbright Mexico Grant	Other Books	\$137.51
P0104864	El Camino College	Centinela Freeman	Other Services And Expenses	\$100.00
P0104866	Inglewood Education	CACT - Quick Start	Contract Services	\$17,522.00
P0104870	Grainger	Fire Tech Donations	Instructional Supplies	\$371.26
P0104871	Judith Norton	Specialty Beverage	Conferences Mgmt	\$373.33
P0104875	South Bay Municipal	Parking Violations DM	Other Services And Expenses	\$3,973.00
P0104878	Bayside Medical Ctr	Parking-Student	Other Services And Expenses	\$150.00
P0104882	Pacific Parking	Parking-Student	New Equipment -	\$122,169.64
P0104890	California Space	Aerospace Export	Conferences Mgmt	\$281.45
P0104902	Nelly Rodriguez	Compton Title V Activ	Non-Instruct Supplies	\$115.31
P0104926	S & B Food Services	Administration	Workshop Sponsorship	\$3,466.41
P0104940	American Express	CITD	Transportation/ Mileage	\$448.06
P0104941	Nelly Rodriguez	Compton Title V Activ	Non-Instruct Supplies	\$36.89
P0104955	NCOD/CSUN	DSPS	Conferences Classified	\$550.00
P0104958	Alan Brewer	CACT/BEST	Contract Services	\$599.00
P0104959	Daily Breeze, the	SBA Contract Jan-Dec	Publications/ Periodicals	\$135.20
P0104960	S & B Food Services	EOPS CARE	Non-Instruct Supplies	\$249.59
P0104961	Mary Jane O'Brien	SBDC-YEP (COCCC)	Printing	\$200.00
P0104962	S & B Food Services	El Camino Language	Non-Instruct Supplies	\$252.66
P0104963	International Educat	El Camino Language	Multi Media Advertising	\$1,200.00
P0104969	Geralin Clark	Project Reach	Instructional Supplies	\$8.30
P0104975	Greater Los Angeles	SBDC-YEP (COCCC)	Conferences Other	\$300.00
P0104976	NAACP Long Beach	SBA Contract Jan-Dec	Dues And Memberships	\$30.00
P0104977	Sysco Food Services	CCAccessMeansPare	Non-Instruct Supplies	\$579.22
P0104992	Robert P. Sutton	SRC Donations	Instructional Supplies	\$87.72
P0200000	American Express	Aerospace Export	Transportation/ Mileage	\$448.06
P0200004	Geralin Clark	Project Reach	Instructional Supplies	\$8.30
P0200007	Robert P. Sutton	SRC Donations	Instructional Supplies	\$87.72

Fund 12 Total: 75

\$232,852.34

Fund 15 General Fund -Special Programs

P0104785	Irene M. Graff	Institutional Research	Non-Instruct Supplies	\$315.00
P0104956	E.C.C. Public	Div Office-Studnt	Printing	\$532.10
P0104967	Thomson Gale	Div Office Instr.	Library Books	\$519.80
P0104968	Matthew Bender	Div Office Instr.	Library Books	\$1,490.57
P0104995	Matthew Bender	Div Office Instr.	Library Books	\$903.01

P0104996	Thomson Gale	Div Office Instr.	Library Books	\$873.69
			Fund 15 Total: 6	\$4,634.17

Fund 41 Capital Outlay

P0104889	Fullmer Contract Llc	Humanities Complex	Group II Equipment	\$178.62
P0104893	The Gunlocke	Library Addition-Cap	Group II Equipment	\$5,064.23
P0104894	Egan Visual West Inc.	Library Addition-Cap	Group II Equipment	\$4,872.35
P0104896	David Edward	Library Addition-Cap	Group II Equipment	\$6,637.44
P0104897	Fullmer Contract Llc	Library Addition-Cap	Group II Equipment	\$859.92
P0104928	Fullmer Contract Llc	Library Addition-Cap	Group II Equipment	\$2,031.87
P0104930	Mayline Group, Inc.	Library Addition-Cap	Group II Equipment	\$2,108.77
P0104931	Global Industries, Inc.	Library Addition-Cap	Group II Equipment	\$892.90
P0104932	Fullmer Contract Llc	Library Addition-Cap	Group II Equipment	\$6,363.15
P0104934	Spaceco Business	Library Addition-Cap	Group II Equipment	\$217.15
P0104935	Izzy Design	Library Addition-Cap	Group II Equipment	\$1,999.29
P0104937	Fullmer Contract Llc	Library Addition-Cap	Group II Equipment	\$8,278.29
P0104942	Workplace Resource	Library Addition-Cap	Group II Equipment	\$4,555.31
P0104943	Knoll, Inc.	Library Addition-Cap	Group II Equipment	\$1,030.77
			Fund 41 Total: 14	\$45,090.06

Fund 62 Property & Liability

P0104813	El Camino College	Purchasing	Liability - Self Insurance	\$677.96
P0104965	Keenan & Associates	Purchasing	Liability - Self Insurance	\$1,565.55
			Fund 62 Total: 2	\$2,243.51

Fund 71 Associated Students

P0104867	Collegiate Cap/Gown	Student Affairs	ASB Exp.	\$230.52
			Fund 71 Total: 1	\$230.52

Fund 74 Student Financial Aid

P0104991	Pacific Coachways	EOPS	Student Incentive Account	\$400.00
P0200008	Pacific Coachways	EOPS	Student Incentive Account	\$400.00
			Fund 74 Total: 2	\$800.00

Fund 79 Auxiliary Services

P0104660	Planet Offside Inc.	Resp Therapy	Non-Instruct Supplies	\$324.75
P0104661	Nick Rail Music	Radiologic Tech	Non-Instruct Supplies	\$342.99
P0104730	HI Corporation	Resp Therapy	Non-Instruct Supplies	\$454.66
P0104741	Kenneth W. Lefort	Fine Arts	Non-Instruct Supplies	\$2.04
P0104748	Christian Adams	Fine Arts	Non-Instruct Supplies	\$200.00
P0104771	A & E Trophies &	Behavioral & Social	Non-Instruct Supplies	\$292.50
P0104798	Paradise Awards	Resp Therapy	Non-Instruct Supplies	\$388.73
P0104835	Paradise Awards	Resp Therapy	Non-Instruct Supplies	\$162.38
P0104837	Jenifer K. Lynn	Fine Arts	Non-Instruct Supplies	\$200.00
P0104854	Leslie Espinosa	Fine Arts	Non-Instruct Supplies	\$500.00
P0104869	Lori B. Medigovich	Humanities	Non-Instruct Supplies	\$2,246.79
P0104874	S & B Food Services	Behavioral & Social	Non-Instruct Supplies	\$543.00
P0104914	Richard E. Alleshouse	Fine Arts	Non-Instruct Supplies	\$145.00
P0104915	Patricia D. Mack	Fine Arts	Non-Instruct Supplies	\$85.00
P0104916	Karen Lawrence	Fine Arts	Non-Instruct Supplies	\$85.00
P0104917	Sandra J. Nitchman	Fine Arts	Non-Instruct Supplies	\$250.00

P0104918	Deborah B. Minnichelli	Fine Arts	Non-Instruct Supplies	\$180.00
P0104919	Marcella A. Derthick	Fine Arts	Non-Instruct Supplies	\$125.00
P0104920	Geoffrey Dent	Fine Arts	Non-Instruct Supplies	\$245.00
P0104921	Andrew W. Mayer	Fine Arts	Non-Instruct Supplies	\$90.00
P0104923	S & B Food Services	Administrative Serv.	Non-Instruct Supplies	\$121.71
P0104924	Mid City Mailing	Fine Arts	Non-Instruct Supplies	\$681.00
P0104970	S & B Food Services	Counseling Office	Non-Instruct Supplies	\$1,397.35
P0104971	S & B Food Services	Counseling Office	Non-Instruct Supplies	\$184.88
P0104972	S & B Food Services	Counseling Office	Non-Instruct Supplies	\$175.00
Fund 79 Total: 25				\$9,422.78
Fund 82	Scholarships & Trust/Agency			
P0104656	Embroidme	Health Sciences and	Fundraising	\$2,485.48
Fund 82 Total: 1				\$2,485.48
PO Funds Total: 198				\$554,142.57
Fund 11	Unrestricted - El Camino			
B0104558	American Educational	International Students	Conferences Mgmt	\$10,000.00
B0111251	Thompson Building	Grounds	Non-Instruct Supplies	\$2,300.00
Fund 11 Total: 2				\$12,300.00
Fund 12	Restricted - El Camino			
B0101772	E.C.C. Public	VTEA - Institutional	Reproduction	\$1,000.00
B0111255	E & H Trophy	Project Reach	Instructional Supplies	\$300.00
B0111259	Christine M. Aldrich	Careers in Child Care	PSA Contract Services	\$800.00
B0111260	Charles R. Drew	Compton Title V	Contract Services	\$130,110.41
Fund 12 Total: 4				\$132,210.41
Fund 41	Capital Outlay			
B0111266	National Roofing	Auditorium Roof	Repairs Noninstructional	\$10,200.00
B0111267	National Roofing	SSC Roof	Repairs Noninstructional	\$4,300.00
Fund 41 Total: 2				\$14,500.00
BPO Funds Total: 8				\$159,010.41
<u>Grand Total POs and BPOs: 206</u>				\$713,152.98

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

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Administrative Services – Measure E Bond Fund

A. CATEGORY BUDGETS AND BALANCES

The following table reports Measure E expenditures and commitments through May 31, 2008.

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

CATEGORY	BUDGET	EXPENDED	COMMITTED	BALANCE
Add. Classrooms/Modernization	\$191,843,972	\$59,888,427	\$10,961,590	\$120,993,955
Campus Site Improvements	35,907,523	5,327,260	17,265,469	13,314,794
Energy Efficiency Improvements	2,818,000	1,714,759	74,636	1,028,605
Health and Safety Improvements	144,935,897	28,191,446	1,380,491	115,363,960
I.T. and Equipment	34,776,156	7,547,401	2,233,385	24,995,371
P.E. Facilities Improvements	1,585,700	0	0	1,585,700
Unallocated Refunding Income	<u>1,910,463</u>	<u>0</u>	<u>0</u>	<u>1,910,463</u>
TOTAL	<u>\$413,777,711</u>	<u>\$102,669,293</u>	<u>\$31,915,571</u>	<u>\$279,192,848</u>

B. FIVE-YEAR CONSTRUCTION PLAN 2009-2010

Consistent with El Camino College’s 2007 Facilities Master Plan, state funding is being requested to match District funding to renovate the Math & Computer Sciences Building with funding beginning in 2010 – 2011. The estimated total cost of the project is \$24,800. State funding is also being requested to match District funding to renovate the Communications Building with funding beginning in 2011 -2012. The estimated total cost of the project is \$16,400,000.

Background: As required by the Community College Construction Act of 1980, the El Camino Community College District is submitting its 2009-2010 Five-Year Construction Plan and associated documents to the Office of the Chancellor of the California Community Colleges.

C. CHANGE ORDER – MEL SMITH ELECTRIC – PHASE 1 SITE INFRASTRUCTURE

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

1. Credit for deleted slurry seal and traffic markings and striping. -\$7,062

2. Install six inch gate valve in existing utility channel and modify the domestic water line near the entrance to the \$14,800

LRC. This work was performed to move the existing valve and piping away from a roadway where it was susceptible to damage from vehicle traffic.

- | | |
|--|---------|
| 3. Tunnel under existing utilities at the MCS/LRC in order to install data system conduit. | \$4,763 |
|--|---------|

Total Change Order Amount	\$12,501
---------------------------	----------

Original Contract Amount	\$10,790,000
Prior Changes	442,322
This Change Order Amount	<u>12,501</u>
New Contract Amount	<u><u>\$11,244,823</u></u>

D. CHANGE ORDER – HPS MECHANICAL – PHASE 2 SITE INFRASTRUCTURE

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

- | | |
|---|----------|
| 1. Extend electrical conduits in order to avoid disturbing the new sidewalk and paving east of Humanities and Chemistry Buildings. | \$11,390 |
| 2. Provide conduit run to MCS IT room for LRC data/communications connection. This work was planned to be in a future phase of work but a portion of the conduit serves the LRC and it was necessary to install now in order to obtain the operating permit for the LRC elevator. | \$25,046 |
| 3. Remove and replace asphalt south of Stadium and provide extra slurry on Crenshaw frontage road. This work was requested due to the poor condition of the paving adjacent to the ongoing construction work. | \$11,769 |
| 4. Overtime for inner duct conduit pulls. It was necessary to perform this work on the weekend to prevent closure of the perimeter road during the work week. | \$2,733 |
| 5. Replace domestic water valves with spools west of LRC. This work was requested to eliminate deteriorated unnecessary existing valves. | \$2,118 |

Total Change Order Amount	\$53,056
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Original Contract Amount	\$4,432,574
Prior Changes	5,245
This Change Order Amount	<u>53,056</u>
New Contract Amount	<u>\$4,490,875</u>

E. CHANGE ORDER – SOUTHERN COUNTIES QUALITY MASONRY – LEARNING RESOURCES CENTER PROJECT

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

Credit for unused allowances.

Total Change Order Amount	-\$112
---------------------------	--------

Original Contract Amount	\$519,000
Prior Changes	19,659
This Change Order Amount	<u>-112</u>
New Contract Amount	<u>\$538,547</u>

F. CHANGE ORDER – DOJA, INC. – LEARNING RESOURCES CENTER PROJECT

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

Perform additional demolition work at the future site of the Humanities Mall and Food Service Venue. This area is adjacent to the LRC and the demolition was performed in order to reduce the disruption to future campus activities.

Total Change Order Amount	\$27,316
---------------------------	----------

Original Contract Amount	\$677,000
Prior Changes	0
This Change Order Amount	<u>27,316</u>
New Contract Amount	<u>\$704,316</u>

G. CHANGE ORDER – QUALCO FIRE PROTECTION, INC. – LEARNING RESOURCES CENTER PROJECT

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

Credit for unused allowances.

Total Change Order Amount	-\$17,389
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Original Contract Amount	\$217,843
Prior Changes	7,471
This Change Order Amount	<u>-17,389</u>
New Contract Amount	<u>\$207,925</u>

H. CHANGE ORDER – PPC, INC. – LEARNING RESOURCES CENTER PROJECT

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

Credit for unused allowances.

Total Change Order Amount	-\$39,699
---------------------------	-----------

Original Contract Amount	\$725,725
Prior Changes	0
This Change Order Amount	<u>-39,699</u>
New Contract Amount	<u>\$686,026</u>

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.

PO #	VENDOR	SITE	DESCRIPTION	COST
P103382	International Parking	Lot H Parking/Athletics	Architecture & Engineering	\$2,873
P104406	Inland Building	Humanities Complex	Group I Equipment	3,506
P104454	Aqua-Serv Engineers	Central Plant	Site Improvements	924
P104749	The Gas Company	Central Plant	Site Improvements	2,409
P104791	Tri-Signal Integration	Humanities Complex	Buildings	6,107
P104817	Graphicline Sign Co.	Humanities Complex	Site Improvements	188
P104848	A Plus Window Tint	Learning Resources	Buildings	1,785
P104876	Forkert Engineering	Infrastructure Phase 1	Architecture & Engineering	2,800
P104938	Keenan & Associates	Learning Resources	Professional Services	2,375
B111135	Southland Industries	Energy Efficiency	Architecture & Engineering	1,384,942
B111262	LCC3 Construction	Master Planning	Testing & Inspection	60,000
B111264	Flewelling & Moody	Bookstore Bldg.	Architecture & Engineering	10,120
B111265	Maas Companies	Master Planning	Professional Services	20,000
B111277	Bennett Landscape	Lot H Parking/Athletics	Site Improvements	<u>73,300</u>
			GRAND TOTAL	<u>\$1,571,329</u>

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

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A. EMPLOYMENT AND PERSONNEL

It is recommended that the Board ratify/approve the employment and personnel changes for certificated, classified, special service professionals and temporary classified service employees as shown in items 1-63 and 1-114.

Certificated Personnel:

1. Resignation – Dr. Jeffrey Marsee, Vice President, Administrative Services, effective June 30, 2008.
2. Resignation – Ms. Karen Larsen, full-time instructor of English, Humanities Division, effective June 6, 2008.
3. Employment – Mr. Jose Anaya, Dean of Community Advancement, Range 16, Step 1, Administrator Salary Schedule, effective July 21, 2008.
4. Employment – Mr. Michael Bateman, full-time instructor of Mathematics, Class II, Step 4, Academic Salary Schedule, effective August 21, 2008.
5. Employment – Mr. Randall Bloomberg, full-time instructor of Art, Fine Arts Division, Class II, Step 8, Academic Salary Schedule, effective August 21, 2008.
6. Employment – Ms. Vera Bruce, full-time instructor of Fashion, Industry & Technology Division, Class IV, Step 9, Academic Salary Schedule, effective August 21, 2008.
7. Employment – Ms. Rose Ann Cerofeci, full-time instructor of Reading, Humanities Division, Class III, Step 4, Academic Salary Schedule, effective August 21, 2008.
8. Employment – Dr. Polli Chambers-Salazar, full-time instructor of Music, Fine Arts Division, Class V, Step 4, Academic Salary Schedule, effective August 21, 2008.
9. Employment – Ms. Jaymie Collette, full-time Disabilities Specialist, Special Resource Center, Health Sciences & Athletics Division, Class IV, Step 4, Academic Salary Schedule, effective August 21, 2008.
10. Employment – Ms. Alice Cornelio, full-time Librarian, Learning Resources Unit, Class II, Step 4, Academic Salary Schedule, effective August 21, 2008.

11. Employment – Ms. Briita Halonen, full-time instructor of English, Humanities Division, Class II, Step 4, Academic Salary Schedule, effective August 21, 2008.
12. Employment – Dr. Hamza Hamza, full-time instructor of Mathematics, Class V, Step 9, Academic Salary Schedule, effective August 21, 2008.
13. Amend Employment – Ms. Shantel Thornton, full-time instructor of Psychology, Behavioral & Social Sciences Division, from Class III, Step 4, to Class III, Step 9, Academic Salary Schedule, effective August 21, 2008.
14. Amend Change of Assignment - Dr. Linda Gallucci, full-time Counselor, to Interim Dean, Community Advancement, Range 16, Step 3, Administrator Salary Schedule, effective March 1 through July 31, 2008 instead of June 30, 2008.
15. Extend Assignment – Dr. Donna Post, full-time/temporary Faculty Coordinator, Learning Resources Center, Class V, Step 4, Academic Salary Schedule, effective July 1, 2008 through April 30, 2009.
16. Extend Assignment – Ms. Cheryl Kroll, full-time instructor of English, Humanities Division, to continue working 100% as Teacher Education Program (TEP) Counselor, Counseling Division, funded by TEP Grant, effective July 1, 2008 through June 30, 2009, in accordance with the Agreement, Article X, Section 2(b).
17. Extend Assignment – Ms. Susan Zareski, full time instructor of Nursing as Interim Director of Nursing, Health Sciences & Athletics Division, Range 14, Step 5, Administrator Salary Schedule, effective July 1 through August 31, 2008.
18. Change of Assignment – Ms. Barbara Perez, from Dean of Natural Sciences, to Vice President, Human Resources, Step 1 of the Vice President Salary Schedule, effective July 1, 2008.
19. Change of Assignment – Ms. Constance Fitzsimons, full-time instructor of Art History, Fine Arts Division, to Interim Associate Dean of Humanities, Range 13, Step 1, Administrator Salary Schedule, effective July 1, 2008 through June 30, 2009.
20. Change of Assignment – Ms. Kim Bailey, full-time instructor of Nursing, Health Sciences & Athletics Division, to assist Susan Zareski as Co-Director of Nursing, Range 14, Step 5, Administrator Salary Schedule, effective July 1 through August 31, 2008.

21. Change of Assignment – Ms. Kim Bailey, full-time instructor of Nursing, Health Sciences & Athletics Division, to Interim Director of Nursing, Range 14, Step 5, Administrator Salary Schedule, effective September 1, 2008 through June 30, 2009.
22. Extend Special Assignment – Ms. Sheryl Kunisaki, part-time instructor in the Humanities Division, to supervise Academic Strategies Lab, to be paid \$45.14 an hour, not to exceed additional 50 hours or \$2,257, effective June 6 through June 30, 2008, in accordance with the Agreement, Article X, Section 9(m).
23. Special Assignment – Ms. Jaymie Collette, part-time instructor of Educational Development & Sign Language, Special Resource Center, Health Sciences & Athletics Division, to conduct activities for Disabled Student Program & Services (DSPS), to be paid \$45.14 an hour, not to exceed 150 hours or \$6,771, effective July 1, 2008 through June 30, 2009, in accordance with the Agreement, Article X, Section 9(m).
24. Special Assignment – Mr. Kevin Huben, full-time instructor of Fire and Emergency Technology, Industry & Technology Division, to coordinate the Paramedic Training Program, to be paid \$60.18 an hour, not to exceed 60 hours or \$3,610, effective June 16 through August 14, 2008, in accordance with the Agreement, Article X, Section 14(a).
25. Special Assignment – Mr. Craig Neumann, part-time instructor of Fire and Emergency Technology, Industry & Technology Division, to coordinate Firefighter In-Service training program, to be paid \$60.18 an hour, not to exceed 60 hours or \$3,611, effective June 16 through August 14, 2008, in accordance with the Agreement, Article X, Section 9(m).
26. Special Assignment – The following part-time instructors to conduct English as a Second Language (ESL) assessment interviews for the Assessment Center, Enrollment Services Division, to be paid \$45.14 an hour, not to exceed 8 hours each per week or a total of \$7,500, effective July 1, 2008 through June 30, 2009, in accordance with the Agreement, Article X, Section 9(m).

Maria Bauer

Vicki Blaho

David Cron

Rita Fork

Sudeepa Gulti

Aura Imbarus

Sheryl Kunsaki

Susan Nozaki

Jan Shimaura

Eric Takamine

27. Special Assignment – The following full-time instructors to conduct English as a Second Language (ESL) assessment interviews for the Assessment Center,

Enrollment Services Division, to be paid \$45.14 an hour, not to exceed 8 hours each per week or a total of \$7,500, effective July 1, 2008 through June 30, 2009, in accordance with the Agreement, Article X, Section 14(a).

Alicia Class

Nancy Currey

Matthew Kline

Nitza Llado

Rebecca Bergeman

Debbie Mochidome

Jenny Simon

Evelyn Uyemura

28. Special Assignment – The following full-time instructors in Humanities, to administer credit-by-examination, to be paid \$60.18 an hour, not to exceed a total of 140 hours or \$8,430, effective July 1, 2008 through June 30, 2009, in accordance with the Agreement, Article X, Section 14(a).

Evelyne Berman

Alicia Class

Anne Cummings

Donna Factor

Tom Fonte

Nitza Llado

Takiko Morimoto

Francis Bernard Rang

Xiaodong (David) Shan

Carmen Sotolongo

Mercedes Thompson

29. Special Assignment – The following part-time instructors in Humanities, to administer credit-by-examination, to be paid \$60.18 an hour, not to exceed a total of 28 hours or \$1,686, effective July 1 through June 30, 2008, in accordance with the Agreement, Article X, Section 14(a).

Eric Balley

Yolanda Cuesta

Antonio Gonzalez

Yaeko Hirano

Rossella Pescatori

Claudia Prada

Cynthia Quintero

Alicia Rodriguez

Kanzo Takemori

30. Special Assignment – Dr. Jenny Simon, full-time instructor of English, Humanities Division, to work as Student Learning Outcomes (SLO) Coordinator, to be paid \$60.18 an hour, not to exceed 40 hours or \$2,408, effective June 17 through August 20, 2008, in accordance with the Agreement, Article X, Section 14(a).

31. Special Assignment – Dr. Lars Kjeseth, full-time instructor of Mathematics, to work as Student Learning Outcomes (SLO) Coordinator, to be paid \$60.18 an hour, not to exceed 40 hours or \$2,408, effective June 17 through August 20, 2008, in accordance with the Agreement, Article X, Section 14(a).

32. Special Assignment – Mr. Matthew Kline, full-time instructor of English as a Second Language (ESL), Humanities Division, to coordinate webpage, web-based projects and student support, to be paid \$60.18 an hour, not to exceed 80 hours or \$4,815, effective July 1, 2008 through June 30, 2009, in accordance with the Agreement, Article X, Section 14(a).
33. Special Assignment – Mr. Darrell Thompson, full-time instructor of English, Humanities Division, to work as editor on 2008 Accreditation Self-Study, to be paid \$60.18 an hour, not to exceed 60 hours or \$3,611, effective April 25 through June 19, 2008, in accordance with the Agreement, Article X, Section 14(a).
34. Special Assignment – Mr. Allen Perlstein, part-time instructor of Education, Behavioral & Social Sciences Division, to coordinate partnerships with local high schools, to be paid \$60.18 an hour, not to exceed 80 hours or \$4,815, effective July 1, 2008 through June 30, 2009, in accordance with the Agreement, Article X, Section 9(m).
35. Special Assignment – Ms. Inna Newbury and Ms. Cynthia Silverman, full-time instructors of Reading, Humanities Division, to develop Reading Department instructional technology manual for use by full-time and part-time faculty, to be paid \$45.14 an hour, not to exceed 50 hours each or \$2,257 each, effective July 1 through December 31, 2008, in accordance with the Agreement, Article X, Section 14(a).
36. Special Assignment – The following instructors of English, Humanities Division, to supervise Writing Center & Computer Assisted Instruction (CAI), to be paid \$45.14 an hour, effective June 16 through July 31, 2008, in accordance with the Agreement, Article X, Section 14(a).

<u>Instructor</u>	<u>Not to Exceed Hours</u>	<u>Not to Exceed Dollars</u>
Barbara Budrovich	108 hours	\$4,875
Sean Patrick	48 hours	\$2,166
Susan Wade	49 hours	\$2,212

37. Extend Special Assignment – Ms. Sheryl Kunisaki, part-time instructor in the Humanities Division, to supervise Academic Strategies Lab, to be paid \$45.14 an hour, not to exceed an additional 50 hours or \$2,257, effective June 6 through June 30, 2008, in accordance with the Agreement, Article X, Section 9(m).
38. Special Assignment – Ms. Janet Young, full-time instructor of Childhood Education, Behavioral & Social Sciences Division, to continue as Grant Coordinator for the Careers in Child Care Program, to be paid \$60.18 an hour, not to exceed \$31,294, effective July 1, 2008 through June 30, 2009, in accordance with the Agreement, Article X, Section 14(a).

39. Special Assignment – Mr. Richard Hughes, full-time instructor of Computer Aided Design Drafting (CADD), Industry & Technology Division, to teach not-for-credit classes under the Employment Training Panel Agreement through El Camino College Center Applied Competitive Technologies (CACT) for Community Advancement Division, to be paid \$75.00 an hour, not to exceed 70 hours or \$5,250, effective July 1, 2008 through June 30, 2009, in accordance with the Agreement, Article X, Section 14(a).
40. Special Assignment – Ms. Cathy Lakatos, part-time Counselor, to develop a catalog of certificate programs for Career & Technical Education (CTE) for Community Advancement to be paid \$45.14 an hour, not to exceed 150 hours or \$8,702, effective July 1, 2008 through June 30, 2009, in accordance with the Agreement, Article X, Section 9(m).
41. Special Assignment – The following part-time instructors of Respiratory Care, Health Sciences & Athletics Division, to provide clinical supervision to Respiratory Care students, to be paid \$59.42 an hour, not to exceed 17 hours a week each, or \$1,010, for a grand total of \$7,472, effective June 16 through August 14, 2008, in accordance with the Agreement, Article X, Section 9(m).

Douglas Mizukami
Nathaniel Roque

Aiping Zhou
Nicole Parker

42. Special Assignment – The following part-time instructors of Nursing, Health Sciences & Athletics Division, to work as Skills Lab Specialist and tutor, effective July 1 through August 30, 2008, to be paid \$45.14 an hour, not to exceed 23 hours per week, in accordance with the Agreement, Article X, Section 9(m).

Marisa Chang
Lisa Correa
Norene Gift

Steven Jones
Bonnie Kayser
Katherine Meese

43. Special Assignment – Ms. Monica Gross, full-time instructor of Nursing, Health Sciences & Athletics Division, to coordinate Board of Registered Nursing Self-Study, to be paid \$60.18 an hour, not to exceed 80 hours or \$4,815, effective July 1 through August 30, 2008, in accordance with the Agreement, Article X, Section 14(a).
44. Special Assignment – Ms. Bridgitte Green, part-time instructor of Public Safety, Industry & Technology Division, to provide 30 hours of life skills training for Foster & Kinship Care Education program for Community Advancement, to be paid \$37.00 an hour, not to exceed 46 hours or \$1,702, effective June 1 through June 30, 2008, in accordance with the Agreement, Article X, Section 9(m).

45. Special Assignment – The following Disabilities Specialists in the Special Resource Center, Health Science & Athletics Division, to coordinate projects for students with disabilities, to be paid \$45.14 an hour, effective July 1, 2008 through June 30, 2009, in accordance with the Agreement, Article X, Section 14(a).

<u>Instructor</u>	<u>Not to Exceed Hours</u>	<u>Not to Exceed Dollars</u>
Ricardo Castillo	250	\$11,285
Kathryn Holmes	75	\$ 3,386
Julia Land	45	\$ 2,032

46. Special Assignment – Ms. Tisa Casas, part-time instructor in the Special Resource Center, Health Sciences & Athletics Division, to develop career modules for students with disabilities, to be paid \$45.14 an hour, not to exceed 250 hours or \$11,285, effective July 1, 2008 through June 30, 2009, in accordance with the Agreement Article X, Section 9(m).

47. Special Assignment – The following faculty members to be compensated reassigned time for performing Federation activities during the 2008 Spring semester, to be paid \$60.18 an hour, for a total of 200 hours, in accordance with the Agreement, Article III, Section 11(c).

Sean Donnell	90 hours	\$ 5,416
Angela Simon	50 hours	\$ 3,009
Chris Jeffries	30 hours	\$ 1,806
Donald Brown	16 hours	\$ 963
Kenneth Key	7 hours	\$ 422
Elizabeth Shadish	<u>7 hours</u>	<u>\$ 422</u>
TOTAL	200 hours	\$12,038

48. Special Assignment – The following part-time instructors of Fine Arts, to work applied music duty in the music library, to be paid \$30.10 an hour, not to exceed 480 hours or \$14,448, effective July 1, 2008 through June 30, 2009, in accordance with the Agreement, Article X, Section 9(m).

Hsin-Yi Chin	James Hovorkia
Virginia Frazier	Bruce Russell

49. Special Assignment – The following part-time instructors in the Fine Arts Division, to work as Applied Music instructors as needed, to be paid \$60.18 an hour, not to exceed 340 hours each or \$20,462 each, effective July 1, 2008 through June 30, 2009, in accordance with the Agreement, Article X, Section 9(m).

Deborah Aitken	Barry Cogert
Anna Bosler	Robert Coomber

John Dearman
 Rhonda Dillon
 Barbara Dyer
 Virginia Frazier
 Matthew Grief
 Richard Hastings
 James Hovorka
 Grant Hungerford
 Maria Jacque
 Rona Klinghofer
 Kristi Lobitz

James Mack
 Patricia Maki
 Bethany Mennemeyer
 Joseph Mitchell
 Victoria Muto
 Ann Patterson
 Lois Roberts
 Clinton Rusich
 Mannon Robertshaw
 Lloyd Sherman
 Eunee Yee

50. Stipend Assignment – The following part-time instructors in the Fine Arts Division to perform as summer resident artist, effective July 9 through July 19, 2008, in accordance with the Agreement, Article X, Section 14(a).

<u>Instructor</u>	<u>Discipline</u>	<u>Stipend Amount</u>
Peter Abilogu	African Dance	\$750
Francesca Bishop	Debate event	\$375
Robert Coomber	Brass Musical	\$750
Diana Crossman	Debate event	\$375
Virginia Frazier	Violin/Strings	\$750
Kristi Lobitz	Piano	\$750

51. Stipend Assignment – Mr. Daniel Berney, full-time instructor of Dance, Fine Arts Division, to be Fall resident dancer for musical theatre dance performance, to be paid \$750, effective October 25, 2008, in accordance with the Agreement, Article X, Section 14(a).
52. Stipend Assignment – Ms. Dawn Charman and Dr. Louis Sinopoli, full-time instructors of Respiratory Care and faculty coordinators, to coordinate the 2009 summer program, each to be paid \$5,000 each semester for the Fall 2008 and Spring 2009 academic year and \$2,000 each for coordinating the 2009 summer program, in accordance with the Agreement, Article X, Section 14(a).
53. Stipend Assignment – Mr. John Featherstone, full-time instructor in Health Sciences & Athletics, to coach football in the Fall 2008 semester, to be paid 10% of his fall salary at the end of the football season, \$4,279, effective August 21 through December 12, 2008, in accordance with the Agreement, Article X, Section 11(a).
54. Stipend Assignment – Ms. Suzanne Wong, full-time instructor of Music, Fine Arts Division, to be Fall resident artist for chamber musical concert, to be paid \$750,

effective November 16, 2008, in accordance with the Agreement, Article X, Section 14(a).

55. Stipend Assignment – Mr. Hedley Nosworthy, full-time instructor of Music, Fine Arts Division, to perform with the El Camino Community Choir, to be paid \$200, effective May 27 through June 1, 2008, in accordance with the Agreement, Article X, Section 14(a).

56. Stipend Assignment – The following full-time instructors in Health Sciences & Athletics, to be hired to coach effective August 15 through December 12, 2008, in accordance with the Agreement, Article X, Section 11(a).

<u>Coach</u>	<u>Team</u>	<u>Stipend</u>
John Britton	Soccer	\$1,021 (2 teams)
Eugene Engle	Football	\$ 553
John Featherstone	Football	\$ 553
Dean Lofgren	Cross Country	\$1,021 (2 teams)
LeValley Pattison	Women’s Volleyball	\$ 553
Corey Stanbury	Water Polo	\$1,021 (2 teams)

57. Stipend Assignment – The following part-time instructors in Health Sciences & Athletics, to be hired to coach effective August 15 through December 12, 2008, in accordance with the Agreement, Article X, Section 11(e).

<u>Coach</u>	<u>Team</u>	<u>Stipend</u>
Edward Barrigan	Soccer	\$257.50
Jaymie Baquero	Women’s Soccer	\$257.50
Elizabeth Canales	Pep Squad	\$515
Michael Fenison	Men’s Basketball	\$515
Michael Houck	Women’s Basketball	\$515
Steve Shaw	Women’s Basketball	\$515
Lloyd Sherman	Pep Band	\$515
Sean Sheil	Cross Country	\$257.50

58. Employment – Dr. Katherine Townsend, Health Sciences & Athletics Division, as Grant Administrator, managing nursing contracts and writing grants, to be paid \$60.18 an hour, not to exceed \$10,000, effective July 1, 2008 through June 30, 2009.

59. Employment – The following part-time/substitute teachers for the Child Development Center, Behavioral & Social Sciences Division, to be hired as needed, effective July 1, 2008 through June 30, 2009.

<u>Instructor</u>	<u>Class & Step</u>
Jody Jones	Class IV, Step A
Maria Maciel	Class II, Step A
Sara Maciel	Class II, Step A
Janice Pea	Class II, Step A
Marie Pineros	Class I, Step A
Kay Young	Class IV, Step A

60. Employment – Ms. Janice Pea, part-time/temporary instructor for the Child Development Center, Behavioral & Social Sciences Division, to be hired to teach the afternoon state preschool class, effective August 22, 2008 through June 19, 2009.

61. Employment – The following non-regular (on-call) part-time/temporary Counselors to be hired as needed, not to exceed 23 hours per week, effective July 1, 2008 through June 30, 2009, in accordance with the Agreement, Article X, Section 9(e), to be paid through District, EOP&S and other categorical grant funds.

Tisa Casas	Dianne Martinez
Maria Chovan	Mashairi Muir
Geralin Clark	Willie Oliver
Blanca Galicia	Juliana Parker
Moica Lanier	Rutina Taylor

62. Employment – The following regularly scheduled part-time/temporary Counselors to be hired as needed, not to exceed 23 hours per week, effective July 1, 2008 through June 30, 2009, in accordance with the Agreement, Article X, Section 9(e), to be paid through District, EOP&S and other categorical grant funds.

Eugene Adams	Stan Germain
Rosalva Amezcua	Domonick Green
Jeanine Barba	Barry Gropp
Lydia Basmajian	Maribel Hernandez
Stephanie Bennett	Veronica Herrera
Griselda Castro	Nyora Higgs
Vera Cheng	Kelsey Iino
Yolanda Dawson	Lorenda Johnson
Joe Dzida	Emmy Kong
Arnette Edwards	Cathy Lakatos
Maria Estrada	Tri Huu Le
Don Ferguson	Daissa Lee
Bernadette Flemno	Dora Lozano
Nancy Fong	Rene Lozano

Eboni McDuffie
Myrna Mendoza
Bryan Mims
Manual Montoya
Hatien Nguyen
Rebecca Nunez-Mason
Daniel Ortega
Paul-Anthony Quintero

Efren Rangel
Else Reinertsen
Blanca Rodriguez
Shantel Thonrton
Celia Villalpando
Teresa Vuong
Xiao Ying Wang
Tracey Zigler

63. Employment – The following part-time/temporary instructors to be hired as needed for the Summer session.

Behavioral & Social Science

Mohammed Abdelhamid, Class IV, Step 7
Thomas Glenn, Class IV, Step 14
Steven Kaufman, Class II, Step 6
Thomas Keville, Class II, Step 12
Natalina Monteiro, Class V, Step 7
Kaoru Oguri, Class V, Step 14
Jill Pfeiffer, Class IV, Step 13
Emily Sedgwick, Class II, Step 12

Business

Arnold Blanshard, Class II, Step 4

Fine Arts

Ana Alvarez-Lowe, Class II, Step 4
Cynthia Bahti, Class II, Step 28
Jeremy Estrella, Class II, Step 4
Michelle Funderburk, Class IV, Step 7
Heidi Gornto, Class IV, Step 10
Jonathon Grasse, Class V, Step 8
Jamie Hammond, Class II, Step 6
Ryota Minei, Class II, Step 4
Imara Quinonez, Class I, Step 4
Gary Robertson, Class II, Step 12
Sandra Trepasso, Class IV, Step 12

Health Sciences & Athletics

Taryn Nicole Parker, Class I, Step 4

Humanities

Agnes Davies, Class II, Step 7
Clinton Margrave, Class III, Step 6

Rossella Pescatori, Class V, Step 5

Industry & Technology

James Lemmon, Class II, Step 8

Mary Lyons, Class II, Step 4

Mathematical Science

David Akin, Class IV, Step 28

Winfred Ferrell, Class II, Step 10

Junko Forbes, Class II, Step 4

Astatke Gizaw, Class II, Step 12

Hang Nguyen, Class V, Step 4

Mohammad Rahnavard, Class V, Step 9

Arkadiy Sheynshteyn, Class V, Step 5

May Xu, Class IV, Step 12

Natural Science

Valerie Baggett, Class II, Step 4

Robert Lindsay, Class II, Step 4

Richard Slocum, Class V, Step 11

Special Resource Center

Rachel Friedman, Class I, Step 4

Classified Personnel:

1. Retirement – Ms. Patricia Witherall, Lead PBX Operation-Receptionist, Range 23, Step E, Switchboard/Human Resources Division, Administrative Services Area, effective August 31, 2008 and that a plaque be presented to her in recognition of her service to the District since 1976.
2. Personal Leave of Absence 33.34% - Ms. Jeannine Barba, Student Services Specialist, Range 33, Step E, Enrollment Services Division, Student and Community Advancement Area, effective August 24 through December 12, 2008.
3. Personal Leave of Absence 100% - Mr. Kevin Branch, Night Custodian, Range 18, Step E, Facilities Planning & Services, Administrative Services Area, effective June 25 through September 25, 2008.
4. Personal Leave of Absence 6.2%. – Kathleen Collins, 83.33% Secretary, Range 26, Step E, Humanities Division, Academic Affairs Area, effective June 16 through July 24, 2008.

5. Personal Leave of Absence 100% - Dr. Donna Post, Computer Lab Specialist, Range 36, Step E, Mathematical Sciences Division, Academic Affairs Area, effective July 1, 2008 through April 30, 2009.
6. Stipend – Ms. Kathleen Gleason, Assistant Director of Development – Annual and Alumni Giving, Range 5, Step 5, Resource Development, Student and Community Advancement Area, to be paid an additional \$400 a month, for additional work assumed, effective July 1, 2008 through June 30, 2009.
7. Change of Assignment – Ms. Martha Perez from 50% to 100% Clerical Assistant, Range 22, Step E, to support matriculation Counseling and Student Services Division, Student and Community Advancement Area, effective July 1, 2008 through June 30, 2009.
8. 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 (Supervisor Salary Schedule), to oversee daily operation of the Compton Bookstore, effective July 1 through October 31, 2008.
9. Extend Employment - Ms. Lisa George, Library Media Technician III, Range 28, Step E, Learning Resources, Academic Affairs Area, to cover lab during summer session, effective June 24 through August 14, 2008.
10. Extend Employment - Ms. Rebecca Wilson, Computer Laboratory Specialist, Range 36, Step E, Learning Resources, Academic Affairs Area, to cover lab during summer session, effective June 24 through August 14, 2008.
11. Employment – Ms. Deborah Kyte, Senior Clerical Assistant, Range 24, Step B, Enrollment Services Division, Student and Community Advancement Area, effective July 1, 2008.
12. Employment – Mr. DeVon Scott, Staff Interpreter, Range 34, Step A, Special Resource Center/Health Sciences & Athletics Division, Student and Community Advancement Area, effective June 2, 2008.
13. Employment – Ramund Box, Police Lieutenant, Range 8, Step 1 (Administrator Salary Schedule), Campus Police Division, Administrative Services Area, effective July 1, 2008.
14. Employment – The following individuals to work as Compton Center Police Officer, Campus Police Division, Administrative Services Area, effective July 1, 2008:

Mateo Arguelles	Step A
Darrell Miller	Step B
Wendell Hanyes	Step A
Clauzell Stallworth	Step A
Melvin Stuart	Step A

15. Employment – The following individuals to work as Compton Center Sergeant, Range 26, Step A (Supervisor Salary Schedule), Campus Police Division, Administrative Services Area, effective July 1, 2008:

Arnold Jackson

Oscar Zuniga

Special Services Professional

16. Re-Employment - Ms. Michelle Arthur, Special Services Professional, Range 5, Step 5, of the Special Services Professional Salary Schedule not to exceed \$83,200, Community Advancement Division, Student and Community Advancement Area, effective July 1, 2008 through June 30, 2009.
17. Amend Classification - Mr. Abubakar Atane, Special Services Professional, Range 11, Step 4, to Range 7, Step 4, of the Special Services Professional Salary Schedule, not to exceed \$96,445, Administrative Services Area, effective July 1, 2008 through January 31, 2009.
18. Re-Employment - Ms. Roberta Becka, Special Services Professional, Range 8, Step 3, of the Special Services Professional Salary Schedule, not to exceed \$102,180, Community Advancement Division, Student and Community Advancement Area, effective July 1, 2008 through June 30, 2009.
19. Re-Employment - Ms. Josefina Bedolla, Special Services Professional, Range 2, Step 3, of the Special Services Professional Salary Schedule, not to exceed \$58,695, Community Advancement Division, Student and Community Advancement Area, effective July 1, 2008 through June 30, 2009.
20. Re-Employment - Ms. Giovanna Brasfield, Special Services Professional, Range 3, Step 1, of the Special Services Professional Salary Schedule, not to exceed \$62,140, Community Advancement Division, Student and Community Advancement Area, effective July 1, 2008 through June 30, 2009.
21. Re-Employment - Ms. Cathy Brinkman, Special Services Professional, Range 8, Step 2, of the Special Services Professional Salary Schedule, not to exceed \$99,060, Community Advancement Division, Student and Community Advancement Area, effective July 1, 2008 through June 30, 2009.

22. Re-Employment - Ms. Cristallea Byun, Special Services Professional, Range 8, Step 3, of the Special Services Professional Salary Schedule, not to exceed \$102,180, Community Advancement Division, Student and Community Advancement Area, effective July 1, 2008 through June 30, 2009.
23. Re-Employment - Mr. Llewellyn Chin, Special Services Professional, Range 1, Step 1, of the Special Services Professional Salary Schedule, not to exceed \$50,778, Community Advancement Division, Student and Community Advancement Area, effective July 1, 2008 through June 30, 2009.
24. Re-Employment - Ms. Sharon Cortez, Special Services Professional, Range 2, Step 1, of the Special Services Professional Salary Schedule, not to exceed \$56,680, Behavioral & Social Sciences Division, Academic Affairs Area, effective July 1, 2008 through June 30, 2009.
25. Re-Employment - Ms. Denise DiPasquale, Special Services Professional, Range 4, Step 2, of the Special Services Professional Salary Schedule, not to exceed \$69,680, Community Advancement Division, Student and Community Advancement Area, effective July 1, 2008 through June 30, 2009.
26. Re-Employment - Mr. David Gonzales, Special Services Professional, Range 8, Step 2, of the Special Services Professional Salary Schedule, not to exceed \$99,060, Community Advancement Division, Student and Community Advancement Area, effective July 1, 2008 through June 30, 2009.
27. Re-Employment - Mr. James Hoffman, Special Services Professional, Range 6, Step 3, of the Special Services Professional Salary Schedule, not to exceed \$85,800, Community Advancement Division, Student and Community Advancement Area, effective July 1, 2008 through June 30, 2009.
28. Amend Employment - Mr. Mark Hovatter, Special Services Professional, Range 9, Step 5, of the Special Services Professional Salary Schedule, not to exceed \$114,660, Facilities Planning & Services Division, Administrative Services Area, to work at the Compton Center, effective September 17, 2007 through September 16, 2008, instead of June 30, 2008.
29. Re-Employment - Ms. Destyn LaPorte, Special Services Professional, Range 5, Step 3, of the Special Services Professional Salary Schedule, not to exceed \$77,480, Community Advancement Division, Student and Community Advancement Area, effective July 1, 2008 through June 30, 2009.
30. Re-Employment - Ms. Karen Latuner, Special Services Professional, Range 2, Step 3, of the Special Services Professional Salary Schedule, not to exceed

\$58,695, Community Advancement Division, Student and Community Advancement Area, effective July 1, 2008 through June 30, 2009.

31. Re-Employment - Ms. Bronwen Madden, Special Services Professional, Range 6, Step 2, of the Special Services Professional Salary Schedule, not to exceed \$83,200, Community Advancement Division, Student and Community Advancement Area, effective July 1, 2008 through June 30, 2009.
32. Re-Employment - Ms. Judith Norton, Special Services Professional, Range 6, Step 4, of the Special Services Professional Salary Schedule, not to exceed \$88,400, Community Advancement Division, Student and Community Advancement Area, effective July 1, 2008 through June 30, 2009.
33. Employment - Mr. Stephen Port, Special Services Professional, Range 8, Step 5, of the Special Services Professional Salary Schedule, not to exceed \$49,920, Campus Police Division, Administrative Services Area, effective July 1, 2008 through June 30, 2009.
34. Re-Employment - Ms. Beatriz Ramirez, Special Services Professional, Range 1, Step 1, of the Special Services Professional Salary Schedule, not to exceed \$52,260, Behavioral & Social Sciences Division, Academic Affairs Area, effective July 1, 2008 through June 30, 2009.
35. Re-Employment - Mr. Rodolfo Ramos, Special Services Professional, Range 8, Step 2, of the Special Services Professional Salary Schedule, not to exceed \$96,096, Information Technology Services Division, Administrative Services Area, effective July 1, 2008 through June 30, 2009.
36. Re-Employment - Ms. Idania Reyes, Special Services Professional, Range 2, Step 3, of the Special Services Professional Salary Schedule, not to exceed \$60,580, Community Advancement Division, Student and Community Advancement Area, effective July 1, 2008 through June 30, 2009.
37. Re-Employment - Ms. Nelly Rodriguez, Special Services Professional, Range 7, Step 3, of the Special Services Professional Salary Schedule, not to exceed \$93,080, Academic Affairs Area, effective July 1, 2008 through June 30, 2009.
38. Re-Employment - Ms. Claudia Saddul, Special Services Professional, Range 8, Step 2, of the Special Services Professional Salary Schedule, not to exceed \$96,096, Enrollment Services Division, Student and Community Advancement Area, effective July 1, 2008 through June 30, 2009.
39. Re-Employment - Ms. Melanie Sharp, Special Services Professional, Range 4, Step 3, of the Special Services Professional Salary Schedule, not to exceed

\$71,760, Community Advancement Division, Student and Community Advancement Area, effective July 1, 2008 through June 30, 2009.

40. Re-Employment - Mr. Wadhy A. Solano, 50% Special Services Professional, Range 9, Step 1, of the Special Services Professional Salary Schedule, not to exceed \$58,677, Behavioral and Social Sciences Division, Academic Affairs Area, effective July 1, 2008 through June 30, 2009.
41. Re-Employment - Mr. Fredrick Sturner, Special Services Professional, Range 10, Step 4, of the Special Services Professional Salary Schedule, not to exceed \$131,040, Facilities Planning & Services Division, Administrative Services Area, to work at the Compton Center, effective July 1, 2008 through June 30, 2009.
42. Re-Employment - Mr. Philip Sutton, Special Services Professional, Range 8, Step 3, of the Special Services Professional Salary Schedule, not to exceed \$102,180, Community Advancement Division, Student and Community Advancement Area, effective July 1, 2008 through June 30, 2009.
43. Re-Employment - Ms. Elena Tokuda, Special Services Professional, Range 9, Step 1, of the Special Services Professional Salary Schedule, not to exceed \$ 105,040, Behavioral & Social Sciences Division, Academic Affairs Area, effective July 1, 2008 through June 30, 2009.
44. Re-Employment - Ms. Starleen Van Buren, Special Services Professional, Range 7, Step 3, of the Special Services Professional Salary Schedule, not to exceed \$93,080, Community Advancement Division, Student and Community Advancement Area, effective July 1, 2008 through June 30, 2009.
45. Re-Employment - Ms. Adriene L. Vaughan, Special Services Professional, Range 8, Step 2, of the Special Services Professional Salary Schedule, not to exceed \$99,060, Community Advancement Division, Student and Community Advancement Area, effective July 1, 2008 through June 30, 2009.
46. Re-Employment - Ms. Alicia Zambrano, Special Services Professional, Range 2, Step 3, of the Special Services Professional Salary Schedule, not to exceed \$60,500, Community Advancement Division, Student and Community Advancement Area, effective July 1, 2008 through June 30, 2009.
47. Re-Employment - Ms. Consuelo Zandate, Special Services Professional, Range 2, Step 4, of the Special Services Professional Salary Schedule, not to exceed \$62,140, Community Advancement Division, Student and Community Advancement Area, effective July 1, 2008 through June 30, 2009.

Temporary Classified Services Employees

48. Ms. Monica Alarcon – 75% Clerical Assistant, Range 22, Step A, Business Division, Academic Affairs Area, effective July 1, 2008 through June 30, 2009.
49. Ms. Brenda Alvarez - Clerk, Range 17, Step A, Counseling and Student Services, Student and Community Advancement Area, to provide clerical assistance to EOP&S, 40 hours per week, effective July 1, 2008 through June 30, 2009.
50. Ms. Kristine Adams - Administrative Assistant I, Range 28, Step A, Grants Office, Student and Community Advancement Area, to work 40 hours per week effective July 1, 2008 through January 31, 2009.
51. Mr. David Brown - Project Specialist, Range 32, Step A, Counseling and Student Services Division, Student and Community Advancement Area, to monitor budgets, process timesheets and create reports, 40 hours per week, effective July 1, 2008 through June 30, 2009.
52. Ms. Hsin-Yi Chang – Accompanist-Piano, Range 32, Step A, Fine Arts Division, Academic Affairs Area, Tuesdays, 6:00 – 10:15 p.m., effective July 1, 2008 through June 30, 2009.
53. Ms. Mary Anne Chappellear - Program Clerk, Range 17, Step A, Fine Arts Division, Academic Affairs Area, to provide clerical support, not to exceed 20 hours per week, effective July 1, 2008 through June 30, 2009.
54. Mr. Michael Chung - Clerical Assistant, Range 22, Step A, Behavioral & Social Sciences Division, Academic Affairs Area, hours vary up to 40 hours per week, to type documents, create and maintain spreadsheets, effective July 1, 2008 through June 30, 2009.
55. Ms. Julia Cibes – 50% Clerical Assistant, Range 22, Step A, Counseling and Student Services Division, Student and Community Advancement Area, effective July 1, 2008 through June 30, 2009.
56. Ms. Ann Collette – Curriculum Advisor, Range 36, Step E, Vice President’s Office, Academic Affairs Area, to assist with curriculum projects and schedule development, effective July 1 through August 30, 2008.
57. Mr. Robert Crutchfield - Sound Technician, Range 36, Step E, Fine Arts/Center for the Arts Division, Academic Affairs Area, on-call, as needed, effective July 1, 2008 through June 30, 2009 (Retired Annuitant).

58. Mr. Robert Dalton - Lab Technician I, Range 27, Step A, Fine Arts Division, Academic Affairs Area, not to exceed 5 hours per week, effective July 1, 2008 through June 30, 2009.
59. Ms. Julia Dishon – Program Clerk, Range 17, Step E, Fine Arts Division, Academic Affairs Area, not to exceed 20 hours per week, effective July 1, 2008 through June 30, 2009 (Retired Annuitant).
60. Ms. Joseph Elizondo – Clerical Assistant, Range 22, Step A, Fine Arts Division, Academic Affairs Area, to work 40 hours per week to provide support, effective July 1, 2008 through June 30, 2009.
61. Mr. James Evans - Computer Lab Specialist, Range 36, Step A, Mathematical Sciences Division, Academic Affairs Area, 40 hours per week, effective July 1, 2008 through June 30, 2009.
62. Ms. Nancy Fong – Student Services Advisor, Range 35, Step A, Counseling and Student Services Division, Student and Community Advancement Area, to work 40 hours per week, effective July 1, 2008 through June 30, 2009.
63. Ms. Lorena Gomez – Clerical Assistant, Range 22, Step A, Special Resource Center/Health Sciences & Athletics Division, Academic Affairs Area, effective July 1, 2008 through June 30, 2009.
64. Ms. Rebecca Greer – Clerical Assistant, Range 22, Step A, Enrollment Services Division, Student and Community Advancement Area, to assist with clerical duties and schedule events, 8 hours per week, effective July 1, 2008 through June 30, 2009.
65. Mr. William Guerra – 60% Clerical Assistant, Range 27, Step A, Enrollment Services Division, Student and Community Advancement Area, to work Tuesday through Thursday, 24 hours a week, to provide front office support, effective July 1, 2008 through June 30, 2009.
66. Ms. Lisa Hamilton – Accompanist/Piano, Range 32, Step A, Fine Arts Division, Academic Affairs Area, to work as needed, effective July 1, 2008 through June 30, 2009.
67. Ms. Tiffanie Hong - 50% Student Service Advisor, Range 35, and 50% Secretary, Range 26, Step A, Counseling and Student Services Division, Student and Community Advancement Area, effective July 1, 2008 through June 30, 2009.

68. Mr. Takeshi Ibata - Information Systems Technical Specialist, Range 37, Step A, Information Technology Services Division, Administrative Services Area, to work 16 hours per week, effective July 1, 2008 through June 30, 2009.
69. Ms. Alice Kennedy – Accounting Assistant II, Range 27, Step A, and Accounting Assistant III, Range 30, Step A, Fine Arts Division, Academic Affairs Area, on-call as needed, effective July 1, 2008 through June 30, 2009.
70. Ms. Louise Kirst – Project Specialist, Range 32, Step A, Fine Arts Division, Academic Affairs Area, to work 35 hours per week as needed, to assist the Executive Director of the Center for the Arts as needed, effective July 1 2008 through June 30, 2009.
71. Ms. Mildred Larsen - Accounting Assistant II, Range 27, Step E, Bookstore Division, Administrative Services Area, to work as needed assisting during rush periods, effective July 1, 2008 through June 30, 2009 (Retired Annuitant).
72. Mr. Reynaldo Mallari - Exercise Test Technician, Range 31, Step A, Health Sciences & Athletics Division, Academic Affairs Area, to work as needed, effective July 1, 2008 through June 30, 2009.
73. Ms. Susan McLeod – Clerical Assistant, Range 22, Step A, Fine Arts Division, Academic Affairs Area, to provide support, not to exceed 20 hours per week, effective July 1, 2008 through June 30, 2009.
74. Ms. Susan McLeod – Secretary, Range 26, Step A, Natural Sciences Division, Academic Affairs Area, to perform a variety of duties related to the Honors Transfer Program, to work as needed, effective July 1, 2008 through June 30, 2009.
75. Ms. Sunnie R. Medina – Senior Clerical Assistant, Range 24, Step A, Vice President’s Office, Student and Community Advancement Area, to provide assistance, maximum of 40 hours per week, schedule will vary Monday through Friday effective July 1, 2008 through June 30, 2009.
76. Ms. Myrna Mendoza – 25% Accounting Technician, Range 32, Step A, Counseling & Student Services Division, Student and Community Advancement Area, effective July 1, 2008 through June 30, 2009.
77. Ms. Cristina Morrison – Student Services Technician, Range 28, Step A, Community Advancement Division, Student and Community Advancement Area, to perform specialized duties, 40 hours per week, effective July 1, 2008 through June 30, 2009.

78. Ms. Harumi Nakao – Lead Accounting Technician, Range 34, Step D, Bookstore Division, Administrative Services Area, to work as needed, two days per week, assisting the cashiers and the accounting assistant with daily deposits, effective July 1, 2008 through June 30, 2009 (Retired Annuitant).
79. Ms. Sandra Nash - Student Services Technician, Range 28, Step A, Special Resource Center/Health Sciences & Athletics Division, Academic Affairs Area, on-call as needed for DSPS program, effective July 1, 2008 through June 30, 2009.
80. Ms. Susan Nickle – Student Services Specialist, Range 33, Step E, Admissions & Records Division, Student and Community Advancement Area, effective May 14 through June 30, 2008 (Retired Annuitant).
81. Ms. Briana Norton – 50% Clerk, Range 17, Step A, Business Division, Academic Affairs Area, effective July 1, 2008 through June 30, 2009.
82. Ms. Lorena Perez – Student Services Advisor, Range 35, Step A, EOP&S/CalWORKS/Counseling and Student Services Division, Student and Community Advancement Area, to work 40 hours per week, effective July 1, 2008 through June 30, 2009.
83. Ms. Mildred Pullman – Clerical Assistant, Range 22, Step E, Mathematical Sciences Division, Academic Affairs Area, to work 15 hours per week to provide evening and Saturday morning coverage in the division office, effective July 1, 2008 through June 30, 2009 (Retired Annuitant).
84. Ms. Susana Reyes - Custodian, Range 20 Step A, Facilities Planning and Services Division, Administrative Services Area, to work 40 hours per week, effective June 17 through June 30, 2008.
85. Ms. Jane Richmond – Clerk, Range 17, Step A, Learning Resources, Academic Affairs Area, three – four days per week, not to exceed 20 hours, effective July 1, 2008 through June 30, 2009.
86. Ms. Jane Richmond – 60% Senior Clerical Assistant, Range 24, Step A, Staff Development/Human Resources Division, Administrative Services Area, three – four days per week, effective July 1, 2008 through June 30, 2009.
87. Ms. LaTasha Short – Project Specialist, Range 32, Step A, Counseling and Student Services Division, Student and Community Advancement Area, effective July 1, 2008 through June 30, 2009.

88. Ms. Shirley Snider - Administrative Assistant II, Range 31, Step E, Business Division, Academic Affairs Area, effective July 1 through August 31, 2008.
89. Mr. William Taira – Help Desk Consultant, Range 30, Step A, Information Technology Services, Administrative Services Area, effective July 1, 2008 through June 30, 2009.
90. Mr. Stephen Teubner Jr. - Athletic Trainer, Range 35, Step A, Health Sciences & Athletics Division, Academic Affairs Area, to assist with medical care of athletes, effective July 1, 2008 through June 30, 2009.
91. Ms. Helen Wada – Clerical Assistant, Range 22, Step A, Humanities Division, Academic Affairs Area, to assist with clerical tasks, effective July 1 through December 31, 2008.
92. Ms. Yalonda Wade – Cal/WORKS Job Developer/Placement Advisor, Range 35, Step A, Counseling and Student Services Division, Student and Community Advancement Area, effective July 1, 2008 through June 30, 2009.
93. Ms. Sachi Watari - Clerical Assistant, Range 22, Step E, Enrollment Services Division, Student and Community Advancement Area, to work Monday and Friday, 40 hours a week, to provide front office support, effective July 1, 2008 through June 30, 2009. (Retired Annuitant).
94. Mr. John Weitzel – Student Services Advisor, Range 35, Step A, Community Advancement Division, Student and Community Advancement Area, effective July 1, 2008 through June 30, 2009.
95. Ms. Patricial Witherall - Lead PBX Operator/Receptionist, Range 23, Step E, Switchboard/Human Resources Division, Administrative Services Area, on-call as needed effective September 1, 2008 through June 30, 2009. (Retired Annuitant)
96. Ms. Kimberly Young - Senior Clerical Assistant, Range 24, Step A, Behavioral & Social Sciences Division, Academic Affairs Area, to work as needed on CurricWare course development project, effective July 1, 2008 through June 30, 2009.
97. The following individuals to work as Accompanist-Piano, Range 32, Step A, Fine Arts Division, Academic Affairs Area, to provide piano accompaniment as needed, not to exceed 20 hours her week, effective July 1, 2008 through June 30, 2009:

Manuel Arellano
Patricia Breitag

Donald Fredrickson
Cheryl Graue

Hee Jin Kim

98. The following individuals to work as Admissions & Records Supervisor, Range 21, Step E (Supervisor Salary Schedule) Admissions and Records Division, Student and Community Advancement Area, effective July 1, 2008 through June 30, 2009 (Retired Annuitants):

Gloria Dumais

Marguerite Fisher

99. The following individuals to work as Bookstore Sales Assistant, Range 19, Step A, Bookstore Division, Administrative Services Area, to work at the Compton Center Bookstore, 40 hours per week, cashiering and assisting customers, effective July 1, 2008 through June 30, 2009.

Lanicesha Dodson

Stacie Leong

David Gass

100. The following individuals to work as Clerk, Range 17, Step A, Assessment/Testing Center/Enrollment Services Division, Student and Community Advancement Area, to work 32 – 40 hours per week, performing clerical work and assisting in CPT lab, effective July 1, 2008 through June 30, 2009:

Shin Hee Chong

Yoko Nishikawa

Gissell Gonzalez-Quincy

Nisha Patel

Juan Guerra

Lander Valdovinos

Kunwood Kim

Carmen Valley

101. The following individuals to work as Clerk, Range 17, Step A, Counseling and Student Services Division, Student and Community Advancement Area, to work 40 hours per week, effective July 1, 2008 through June 30, 2009:

Brenda Alvarez

Wanda Holt

102. The following individuals to work as Clerical Assistant, Range 22, Step A, Admissions and Records Division, Student and Community Advancement Area, effective July 1, 2008 through June 30, 2009:

Enadine Bailey

Miriam Jauregui

Angela Farthing

Brenda Peterson

103. The following individuals to work as Clerical Assistant, Range 22, Step A, CalWORKS/Counseling and Student Services Division, Student and Community

Advancement Area, to perform clerical and front desk duties, hours will vary, effective July 1, 2008 through June 30, 2009:

Nancy Quezada Lizet Salazar Corona Clara Weston

104. The following individuals to work as Custodian, Range 20, Step A, Facilities Planning and Services Division, Administrative Services Area, effective July 1, 2008 through June 30, 2009:

Dolores Bernal	Jose Galindo
Daniel Crutchfeld	Sharon Pointer
Maria Delgado	Susanna Reyes
Julia Fores	Marcus Ross

105. The following individuals to work as Dispatch Clerk, Range 25, Step A, Campus Police Division, Administrative Services Area, to work on-call as needed, hours and days vary, effective July 1, 2008 through June 30, 2009:

Christiann Adkins Martha Cognac Naila Hay

106. The following individuals to work as PBX Operator/Receptionist, Range 21, Step A, Switchboard/Human Resources Division, Administrative Services Area, 1 – 40 hours per week on as as-needed basis, to cover the switchboard and receptionist desk, effective July 1, 2008 through June 30, 2009:

Dena Langowski	Nola Pinter
Elizabeth Matusak	Katherine West

107. The following individuals to work as Promotion Assistant, Range 28, Step A, Fine Arts Division, Academic Affairs area, on an on-call, as needed basis, for promotions, and hospitality for Center of the Arts events, not to exceed 35 hours per week, effective July 1, 2008 through June 30, 2009.

Patrick Fisher Derek Poepoe

108. The following individuals to work as 50% Reprographics Operator, Range 22, Step A, Public Information Division, President's Office Area, to perform bindery work and operate copiers, effective July 1, 2008 through June 30, 2009:

Janice Davis Pamela Scottini

109. The following individuals to work as Sound Technician, Range 36, Step A, Fine Arts/Center for the Arts Division, Academic Affairs Area, to perform sound technical duties related to preparation and production of events as needed effective July 1, 2008 through June 30, 2009:

Erik Bleuer	Brendan Moir
James DeFrisco	Kimberly Neal
Julie Ferrin	Patrick Pearsall
Phillip Manor	Adrian Torres

110. The following individuals to work as Theatre Assistant, Range 20, Step A, Fine Arts/Center for the Arts Division, Academic Affairs Area, to perform technical duties related to preparation and production of events, on-call as needed, effective July 1, 2008 through June 30, 2009:

Todd Adams	Henry Lowe IV
Michael Boswell	Matthew Mellinger
Tadg Galleran	Micah Salinas
Jason Lobell	Kristal Walker

111. The following individuals to work as Theatre Technician, Range 31, Step A, Fine Arts Division, Academic Affairs Area, on an on-call, as needed basis, to perform skilled and technical duties related to preparation and production of events and performances in the Center for the Arts venues, effective July 1, 2008 through June 30, 2009:

Matthew Alquiza	Michelle Krawczyk
Angelica Alvarez	Anne Marin
Janelle Asti	Khin Kyaw Maung
Louise Bale	Nadia Reed
William Benson	Claudette Rizhallah
Ronda Brooks	Vanessa Taub-Flores
Ffaelin	Michael Turner
David Gragg	Aki Vasquez
Terri Hung	Eric Zimmerman
Dawn Huntoon	

112. The following individuals to work as Theatre Technician, Range 31, and Stage Manager, Range 38, Step A, Fine Arts/Center for the Arts Division, Academic Affairs Area, to perform technical duties related to preparation and production of events as needed, effective July 1, 2008 through June 30, 2009:

Katherine Blanchard	Thomas Carter
Madeline Burke	Ian Mitchell

Alonzo McDonald
Steve Norris

Robert Ory
Dewain Robinson

113. The following individuals to work as Toolroom/Instructional Equipment Attendant, Range 24, Step A, Industry and Technology Division, Academic Affairs Area, hours vary, effective July 1, 2008 through June 30, 2009:

Seth Barnard
Matthew Hutcherson

Ezekiel Ortega

114. The following individuals to work as 50% Web Developer, Range 41, Step A, Public Information Division, President's Office Area, effective July 1, 2008 through June 30, 2009:

Juan Fregoso

Sue Key

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 1-92.

The following temporary non-classified service employees are hired for the 2008 – 2009 fiscal year, paid hourly, effective July 1, 2008 through June 30, 2009, days and hours vary as needed, unless otherwise stated.

CAMPUS POLICE SERIES

Campus Police

1. **Campus Police Aide II**

The following individual is to be responsible for non-hazardous police services to the students, staff, and faculty of El Camino College.

Can Hoang, \$10.00

2. **Campus Police Aide III**

The following individual is to be responsible for fingerprinting using the LiveScan digital fingerprint computer.

Martha Cognac, \$10.75

3. Campus Police Aide IV

The following individual is responsible for overseeing the Campus Police Cadet program and the maintenance and servicing of the campus parking permit machines and performing non-hazardous police services for the campus community.

Matthew Ryan, \$12.50

INSTRUCTIONAL AIDE SERIES

EOP&S

4. Instructional Aide III

The following individuals are to provide tutorial assistance and maintain records.

Roberto Flores, \$10.50

Michael Martinez, \$10.50

5. Instructional Aide VI

The following individuals are to coordinate EOPS Book Exchange Fall and Spring semesters, supplemental instructor for the Summer Readiness Program, and Teen Parent Academy (Human Development 8, Math, and English).

Huong Duong, \$15.00

Hector Ruiz, \$15.00

Janette Kuvhenguhwa, \$15.00

Fine Arts

6. Instructional Aide I

The following individuals are to assist faculty with basic duties in the classroom and in the Art Gallery.

Verna Bolton, \$8.00

Evan Sisson, \$8.25

Pirkko DeBar, \$8.00

Andrew Swyschuk, \$8.00

Ruth Dennis, \$8.00

Gary Uchino, \$8.00

Ezekiel Lueder, \$8.00

7. Instructional Aide II

The following individuals are to assist faculty by helping students with assignments and use of equipment, stocking supplies, keeping area clean and other duties as assigned.

Marcia Armstrong, \$10.00

Yolanda Hudson, \$9.25

Kristina Christian, \$10.00

8. Instructional Aide III

The following individuals are to assist faculty with students in classes and labs, provide tutoring.

Mary Currier, \$10.50

Len Hilacion, \$10.50

9. Instructional Aide IV

The following individuals are to work in various Fine Arts departments to provide teaching assistance for faculty, technical support, set-up classrooms, provide care and repair for equipment and instruments, mount exhibitions in the Art Gallery and other duties as needed.

Joseph Derthick, \$12.25

Satoe Fukushima, \$12.25

Jeffrey Perez, \$12.25

Lauren Poelvoorde, \$12.50

Wendy Stockstill, \$12.25

Amy Wolff, \$12.25

10. Instructional Aide V

The following individuals are to provide preparation, installation, and lighting for Art Gallery exhibitions.

Adrian Amjadi, \$14.00

Pirkko DeBar, \$14.00

Ruth Dennis, \$14.00

Kevin Tuxford, \$14.00

11. Instructional Aide VI

The following individual is to produce instructional resources for a student manual.

Jennifer Borland, \$15.00

Humanities

12. Instructional Aide I

The following individuals are to assist the instructor in the classroom with reading essays and basic duties.

Emily Anderson, \$8.00

Robin Arehart, \$8.00

Mandy Kronbeck, \$8.00

Cornelia Nitzschner, \$8.00

Sean Patrick, \$8.00

Ryan Ritchie, \$8.00

William Sambolich, \$8.00

Bennette Turpanjian, \$8.00

Terry Wright, \$8.00

Ryan Ritchie, \$8.00 – also effective June 17 through June 30, 2008.

13. Instructional Aide VI

The following individuals are to assist students with their writing assignments in all phases of the composing process – understanding and responding to the topic, generating ideas, outlining, drafting, revising and other duties as needed.

Christopher Adam, \$15.00	Ryan Ritchie, \$15.00
Barbara Beaupre, \$15.00	Kim Runkle, \$17.00
Laura Braun, \$15.00	William Sambolich, \$15.00
Judith Dezso, \$15.00	Robin Shannon, \$15.00
Tracy Hearn, \$15.00	Beth Shibata, \$17.00
Catherine Herold, \$15.00	Susan Wade, \$17.00
Shawn Moore, \$15.00	Mark Walch, \$17.00
Sean Patrick, \$17.00	Martha Williams-Herman, \$15.00
Daniel Pecchenino, \$15.00	Terry Wright, \$15.00
Elizabeth Powell, \$15.00	Esther Yoo, \$15.00

Tracy Hearn, \$15.00 – also effective June 17 through June 30, 2008.

Industry and Technology

14. Instructional Aide IV

The following individuals are to assist the instructor in the classroom, in the lab, and with paperwork processing.

Adam Brown, \$12.25	Jonathan Reyes, \$12.25
Paul Cabasa, \$12.25	Linda Richardson, \$12.25
Timothy Coffelt, \$12.25	Ellery Sanders, \$12.25
Craig Dagen, \$12.25	Jeremy Smith, \$12.25
Matthew Jean, \$12.25	Joshua Such, \$12.25
Jeff Kimura, \$12.25	Jennifer Tucker, \$12.25
Nancie Mack, \$12.25	Scott Weatherby, \$12.25
Jake Manning, \$12.25	Aarin Wingfield, \$12.25
Monika Manson, \$12.25	Michael Witzerman, \$12.25
Daniel Perez, \$12.25	Jason Yim, \$12.25

Craig Dagen, \$12.25 – also effective June 17 through June 30, 2008.

15. Instructional Aide IV

The following individual is to assist faculty with filing, test preparation and grading, maintain web site, special event preparation.

Joyce Joaquin, \$12.25

16. Instructional Aide V

The following individuals are to assist faculty by working with the students during classroom and lab instruction.

Joseph Modes, \$13.00

Bobby Sagibigsal, \$13.00

Joseph Modes, \$13.00 - also effective June 16 through June 30, 2008

Learning Resources

17. Instructional Aide I

The following individuals are to tutor for varied academic subjects and assist in the computer labs with basic duties.

Ray Capati, \$8.25

Dan Ordonez, \$8.25

George Malek, \$8.00

Behnaz Sarlak, \$8.00

18. Instructional Aide II

The following individuals are to provide support as tutors for varied academic subjects with a College Reading Learning Association Certification Level 2 and in the computer labs, and assist with general clerical duties.

Susan Aleksic, \$9.25

Matthew Kincaide, \$9.25

Jessica Asbell, \$9.25

Dean Kwon, \$9.25

Jill Bryant, \$9.25

Gee-Yung Lee, \$9.25

Ester Del Rosario, \$10.25

Tan Nguyen, \$9.25

Leonita Javier, \$9.25

Ayanna Thompson, \$9.25

Won Kang, \$9.25

19. Instructional Aide III

The following individuals are to provide support as tutors for varied academic subjects with a College Reading Learning Association Certification Level 3, and assist in materials and software operation maintenance.

Mary Anne Chappellear, \$10.50

Fiaigoa Misipeka, \$10.50

Ae Young Cho, \$10.50

Shelley Spearman, \$10.75

Frank Edmondson, \$10.50

Gabriel Valverde, \$10.50

Shirley Fuller, \$10.50

20. Instructional Aide IV

The following individuals are to provide support as tutors for varied academic subjects with a College Reading Learning Association Certification Level 3 and AA degree preferred.

Christopher Adam, \$11.75
Karyn Kerkhoff, \$11.75

Mariko Takayama, \$11.75

21. Instructional Aide V

The following individuals are to provide support as tutors for varied academic subjects with a College Reading Learning Association Certification Level 3 and BA degree preferred.

Ander-David Kahwach, \$13.75
Joon Kim, \$13.00

John Shawstad, \$13.75

22. Instructional Aide VI

The following individuals are to provide support as tutors for varied academic subjects with a College Reading Learning Association Certification Level 3 and Masters degree preferred.

Ida Nazon, \$19.00

Gerold Schlosser, \$19.00

Special Resource Center

23. Instructional Aide I

The following individuals are to provide basic accommodations for students with disabilities.

Cynthia Aguiniga, \$ 8.00
Ryan Cleveland, \$ 8.00

June Payne, \$8.25
Thessa Rogero, \$ 8.00

OFFICE AIDE SERIES

Admissions and Records

24. Office Aide I

The following individual is to assist the staff with basic office duties.

Kathy Way, \$9.00

25. Office Aide II

The following individual is to provide assistance with student service in person or over the telephone, assist with data entry, provide support to division functions.

Edith Gurrola, \$9.50
Nicholas Naranjo, \$9.50

26. Office Aide III

The following individuals are to assist students with various processes; compile, input, and maintain data, and perform other duties as assigned.

Jessica Briesacker, \$10.50
Rose Brown, \$11.50
Laura Gibson, \$10.50
Jose Jauregui, \$11.25
Mary Lou Miranda, \$10.50

David Morales, \$10.50
Veronica Munoz, \$10.50
Maria Reina, \$10.50
David Treat, \$10.50

27. Office Aide IV

The following individual is to assist students and the public with all department processes and support staff through extensive knowledge of various department operations.

Rosa Velez, \$11.75
Lujuana Washington, \$12.50

Behavioral and Social Sciences

28. Office Aide IV

The following individual is to help coordinate and recruit for a specialized department program.

America Almazan, \$12.50

29. Office Aide VI

The following individual is to assist with and organize data input of courses into the electronic course management system.

Meena Shrestha, \$19.00

Bookstore

30. ***Office Aide I***

The following individuals are to perform a variety of routine and repetitive basic tasks.

Stephanie Berke, \$8.00
Leslie Bernstein, \$8.00
Sean Gilmore, \$9.00
Christina Griswold, \$8.00
Linda Inouye, \$9.00
Brenda Naito, \$8.00

Terry Reed, \$8.00
Nathaniel Roberts, \$8.00
Edith Shimane, \$9.00
Jennifer Sun, \$8.00
Kazuko Tatsumi, \$9.00
Carlos Villasenor, \$9.00

31. Office Aide II

The following individuals are to assist with customer service, process purchases, and assist with stock maintenance.

Ruben Avila, \$10.00
Ruben Guillen, \$10.00
Walter Martinez, \$10.00
Michael Osborn, \$10.00
Derek Reed, \$10.00
Sharon Shiromoto, \$10.00

Community Advancement

Fiscal Services

32. Office Aide II

The following individual is to assist students with payment of registration fees.

Mia Robinson, \$9.50

33. Office Aide III

The following individuals are to help students with general information, process student payments, calculate and check refunds.

Annette Abelin, \$10.50	Evelyn Jacobo, \$10.50
Samuel Abrams, \$10.50	Lovetta Kelley, \$10.50
Erlene Brooks, \$10.50	Dena Langowski, \$10.50
Latoshia Burnett, \$10.50	Elizabeth Matusak, \$10.50
Melissa Guerrero, \$10.50	Fidela Mazariegos, \$10.50
Ilene Herrera, \$10.50	Barbara Romano, \$10.50
Tonya Howard, \$10.50	Linda Saunders, \$10.50
Sherrie Hoyer, \$10.50	John Snelling, \$10.50
Magdalena Hughes, \$10.50	Shanda Weston, \$10.50

Counseling and Student Services

34. Office Aide I

The following individuals are to assist with a variety of basic clerical tasks.

Jose Hernandez, \$9.00	Masiel Martinez, \$9.00
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35. Office Aide II

The following individuals are to assist with appointments and scheduling, basic office tasks, and assisting division staff as needed.

Roxana Cortez, \$10.00
Vu Le, \$10.00

Esly Pinzon, \$10.00

Health Sciences & Athletics

36. Office Aide IV

The following individuals are to assist the division with office support.

Richard McGreevy, \$12.00

Dennis Vaughn, \$12.00

37. Office Aide V

The following individual is to assist with scheduling, evaluations, and various clerical procedures.

Ruth Ferrer

Humanities

38. Office Aide II

The following individuals are to assist with the intake of students and with general office duties, also effective June 17 through June 30, 2008

Tracy Hearn, \$9.25

Shawn Moore, \$9.25

Kristelle-Anne Gupit, \$9.25

Industry and Technology

39. Office Aide V

The following individual is to assist with scheduling, evaluations, and various clerical procedures.

Gloria McPeake, \$13.75

Learning Resources

40. Office Aide I

The following individual is to perform a variety of media services duties.

Luis Solis, \$8.75

41. Office Aide II

The following individuals are to help staff maintain materials and database files, and provide a variety of basic tasks.

Nadia Hernandez, \$9.25

Michelle Baez, \$10.00

Emma Lamas-Gonzales, \$9.75

42. Office Aide IV

The following individuals are to assist with clerical tasks, materials maintenance, assisting students and the public with materials, and guide student workers.

Marvin Houston, \$11.75

Julie Jung, \$11.75

Kathleen Jakob-Garcia, \$11.75

43. Office Aide VI

The following individuals are to assist with compiling data, training, assist with the tutoring process and other needs.

Charissa Penn, \$15.00

Erika Yates, \$15.00

Mathematics

44. Office Aide II

The following individual is to provide tutoring to students in the computer lab

Lawrence Schreier, \$9.75

PROGRAM AIDE SERIES

Behavioral and Social Sciences

45. Program Aide I

The following individual is to provide basic assistance with various projects.

Allison Fitzhugh, \$8.00

46. Program Aide II

The following individual is to assist the staff with basic duties for various projects.

Donna Baldwin, \$9.25

47. Program Aide IV

Thu Van, \$12.50

Behavioral and Social Sciences

48. Program Aide VI

The following individual is to assist staff with various aspects of maintaining the program including databases, coordinating events, producing a newsletter, and clerical support.

Jennifer D’Inecco, \$15.00

Business Education

49. Program Aide II

The following individual is to assist the instructor in the classroom with beginning and intermediate curriculum.

Evelyn Barnes, \$10.00

Jacobo Olivares, \$10.00

Ngoc Lim, \$10.00

50. Program Aide III

The following individual is to assist the instructor in the classroom with beginning, intermediate and advanced curriculum.

Linda Morford, \$10.50 per hour

51. Program Aide IV

The following individual is to assist the instructor in the classroom and online with beginning, intermediate and advanced curriculum.

Eric Sundeen, \$12.25

California Work Opportunity and Responsibility to Kids (CalWORKs)

52. Program Aide VI

The following individual is to develop and implement recruitment and marketing activities for the CalWORKS program.

Regina Lee, \$18.00

Community Advancement

53. Program Aide I

The following individual is to assist with a variety of basic office and classroom duties.

Kyle Taylor, \$9.00

54. Program Aide II

The following individual is to provide assistance and research in support of programs and services.

Cindy Pelayo, \$10.25

55. Program Aide III

The following individual is to assist in duties related to the use of data input and maintenance.

Sonali Jadhav, \$10.50

56. Program Aide IV

The following individual to provide administrative duties, coordinate staff and room schedules, delegate clerical tasks to the lab assistants, become proficient in rules and regulations for program support, and other duties as needed.

Mark Bruins, \$12.00

Summer Kennedy, \$12.50

57. Program Aide V

The following individual is to assist with the day to day operational duties of the program.

Veronica Mendoza, \$13.00

58. Program Aide VI

The following individuals are to provide assistance in supporting the web server, to provide administrative, technical, financial, and contractual assistance, assist with coordinating center staff and room schedules, delegate clerical tasks to the lab assistants, review and verify reports, and other duties as needed.

Lois LaBeaud, \$16.00

Scott Zuvich, \$18.00

Kimberly Lewis, \$19.00

Susanna Kwan, \$18.00

Becky Smith-Watson, \$15.00

EOP&S

59. Program Aide III

The following individuals are to assist with a variety of general office duties and maintenance of files and support department outreach and recruitment.

Dianne Lombardo, \$10.50

Syreeta Clark, \$10.50

60. Program Aide IV

The following individual is to provide customer service and data management in the Tutorial Center.

Louvena Ford, \$11.00

61. Program Aide V

The following individual is to support outreach and recruitment, assist with student activities and projects.

Nancy Sanchez, \$14.00

62. Program Aide VI

The following individuals are to support data collection, support outreach and recruitment efforts, and assist with planning and implementing student activities.

Nancy Sanchez, \$14.00

Michael Williams, \$16.00

Magdalena Tello, \$16.00

Fine Arts

63. Program Aide VI

The following individual is to supervise and coordinate employees and volunteers, manage auditions and travel arrangements for the Beginning Chorus program.

Susan Benson, \$17.00

Industry and Technology

64. Program Aide VI

The following individual is to assist with recruitment processing for the Fire Academy.

Debra Zavala, \$19.00

Learning Resources

65. Program Aide III

The following individual is to provide technical support for Media Services.

Norman Foster, \$11.00

66. Program Aide VI

The following individual is to assist students, faculty, and staff with the various programs in Distance Learning

Cheryl Cleamons, \$17.00

Mathematical Sciences

67. Program Aide I

The following individuals are to assist with coordinating and organizing activities, student files, and overall basic duties.

Elizabeth Bermudez, \$9.00

Ugoeze Nwukedi, \$9.00

Staff Development

68. Program Aide IV

The following individual is to assist faculty and staff with a variety of software programs, assist with various projects and other duties as assigned.

Brian Hayden, \$11.75

Student Development

69. Program Aide VI

The following individuals are to provide photo identification card services and customer service at front counter, supervise other ID staff, repair printer and order supplies.

Michael Carter, \$19.00

Richard Woods, \$19.00

Lawrence Moreno, \$19.00

SPORTS AIDE SERIES

Health Sciences & Athletics

70. Sports Aide IV

The following individuals are to assist staff with aspects of practice and competition.

Joshua Clark, \$12.00

Rick Pieper, \$12.00

71. Sports Aide VI

The following individuals are to assist the coaching staff with the coordination of all aspects of practice and competition.

David Canales, \$16.00

Jesse Mangiagli, \$17.00

Kevin Duncan, \$16.00

Steve Marquin, \$16.00

Robert Fernley, \$16.00

Stephanie Meza, \$16.00

Don Gereau, \$16.00

Mark Neilsen, \$16.00

Ronnie Green, \$16.00

Ismael Ordonez, \$16.00

Mike Grissett, \$16.00

Kurt Peters, \$16.00

Darryl Guerin, \$16.00

Brian Pruitt, \$16.00

Elizabeth Hazell, \$16.00

Mike Sakurai, \$16.00

Tim Hyde, \$16.00

Ken Talanoa, \$16.00

Nich Jones, \$16.00

Adam VonArx, \$16.00

Matt Kirk, \$16.00

Char Wilson, \$16.00

Jesse Mangiagli, \$17.00 also effective June 9 through June 30, 2008

THEATER AIDE SERIES

Center for the Arts

72. Theater Aide I

The following individuals are to provide customer service for any given event either in the Marsee Auditorium, Campus Theatre or Recital Hall.

Verna Bolton, \$8.50

Melissa Guerrero, \$8.50

Nicole Gesch

Carmen Gutierrez, \$8.50

Rhianna Gesch, \$8.50

Sharron Haynes, \$8.50

Giovanni Campos, \$8.50

Wilma Haynes, \$8.50

Julia Durante, \$8.50

Effena Jackson, \$8.50

Heidi Fuller, \$8.50

Shamber LeBlanc, \$8.50

Nicole Gesch, \$8.50

Fidela Mazariegos, \$8.50

Mario Munoz, \$8.50
Claudette Rizkallah, \$8.50
Chere Price, \$8.50

Mia Robinson, \$8.50
Sonia Solis, \$8.50
Gail Vasquez, \$8.50

73. Theatre Aide II

The following individuals are to assist the theater management and staff with backstage theater duties, ticket sales, and coordination of front of house staff for on-campus events.

Galia Assasa, \$9.25
Heidi Fuller, \$9.25
Melissa Guerrero, \$9.25
Annie Meyer, \$9.25

Mia Robinson, \$9.25
Sonia Solis, \$9.25
Evan Johnston, \$10.25
Alicia Yanez, \$10.25

74. Theatre Aide IV

The following individuals are to manage and organize the front of house staff for any given event either in the Marsee Auditorium, Campus Theatre or Recital Hall.

Andrew Denio, \$11.75
Agnes Garcia, \$12.75
Daniel Giles, \$11.75
Joy Griffith, \$12.50
Su Hiraga, \$12.50
Michelle Jang, \$11.75
Louise Kirst, \$12.50
Terry Klauck, \$12.50
Christian LeMay, \$12.75

Linda Mikell, \$12.50
Georgina Morales, \$12.75
Amailia Moreno, \$12.50
John Spence, \$12.75
Danielle Vander Linden, \$12.75
Amoreena Vera, \$12.75
Antoinette Williams, \$12.50
Christine Zarro, \$12.75

ASSISTIVE LINGUISTICS PROFESSIONAL SERIES

Special Resource Center

75. Assistive Linguistics Professional I

The following individuals are 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.

Malakia Adunni, \$30.00
Veronica Arvizu, \$25.00
Pamela Ashe, \$30.00
Elisabett Brambila, \$30.00
Joseph Calderon, \$27.50
Shela Cardenas, \$30.00
Kristen Del Rosario, \$30.00

Brian Diamond, \$30.00
Margarit Fesliyan, \$25.00
Lorena Gomez, \$20.00
Tamara Hill, \$25.00
Eduardo Huante, \$30.00
Caroline King, \$25.00
Shannon Leavitt, \$25.00

Sandra Lopez, \$20.00
Stefanie Meilinger, \$30.00
Kelsey Montgomery, \$20.00
Consuelo Morales, \$27.50
Lori Patton, \$30.00

Mireya Padilla, \$25.00
Mandee Reed, \$30.00
Aldrena Rodgers, \$20.00
Janna Saavedra, \$30.00
D'yann Stewart, \$20.00

76. Assistive Linguistics Professional II

The following individuals are 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, and must possess National Certification.

Rachael Abbatiello, \$40.00
Krystal Armstrong, \$35.00
Myisha Blackman, \$40.00
Ken Marumoto, \$35.00
Shawna Peacock, \$35.00
Alejandro Perez, \$35.00
Ancialyn Pinckney, \$35.00

Ethel Smith, \$35.00
Darlene Stevenson, \$35.00
Mona Tanji, \$35.00
Lee Elle Tullis, \$40.00
Lynette Vickers, \$40.00
Debbie Weber, \$35.00
Barbara Yancey, \$35.00

EDUCATION PROFESSIONAL

Community Advancement

The following individuals are to conduct contract education training classes.

77. Education Professional I, \$32.00 per hour

Paul Cabasa

78. Education Professional II

Renny Bowden, \$40.00
James Ellingson, \$40.00

Roberto Pandolfi, \$45.00

79. Education Professional III

Michelle Light, \$58.00

80. Education Professional IV

Dale Ueda, \$65.00

81. Education Professional IV

Robert Pandolfi, \$70.00
Dale Ueda, \$70.00

Daniel Valladares, \$70.00

82. Education Professional IV
Vicki Blaho, \$75.00

Fine Arts

83. Education Professional II
The following individuals are to model for the Fine Arts life drawing and painting classes.

Xavier Alderette, \$25.00	Steven Jacobsen, \$25.00
Jonathan Beck, \$25.00	Christy Johnston, \$25.00
Jana Blackwell, \$25.00	Krissy Krissanayuth, \$25.00
Pamela Blackwell, \$25.00	Randolph LeDoux, \$25.00
Robert Brajnikoff, \$23.00	Paul Naha, \$25.00
Leland Burton, \$23.00	Helena Rowe, \$25.00
Karin Chekirda, \$23.00	Kresten Savellano, \$25.00
Trace Devai, \$25.00	Ernandes Silva, \$25.00
Sherry Eckhart, \$25.00	Karen Wright, \$25.00
Rebecca Humphrey, \$25.00	

Fine Arts

84. Education Professional II
The following individuals are to assist faculty by teaching the beginning or intermediate levels of the choir for the South Bay Children's choir.

Bud Bisbee, \$37.00	Mary Herzbrun, \$37.00
Megan Eddy, \$37.00	Taryn Koch, \$37.00
Julie Huff-Corallo, \$37.00	Ellen Steinmetz, \$37.00

85. Education Professional III
The following individual is to teach students skills needed by singer-performers using the specialized knowledge of the Alexander Technique.

Ellen Steinmetz, \$55.00

Mathematical Sciences

86. Education Professional I
The following individuals are to provide tutoring services, coordinate student tutors and monitor the Math Study Center, must possess a Bachelor's degree in Mathematics.

Mark Burgin, \$20.00	Winfred Ferrell, \$20.00
Henri Feiner, \$20.00	Manolita Formanes, \$20.00

Laura Gollner, \$20.00
Thu-Hang Hoang, \$20.00
Ky Le, \$20.00
Kaori Miyamura, \$20.00

Jeffery Post, \$20.00
Lawrence Schreier, \$20.00
Patricia Stoddard, \$20.00
Tim Vu, \$20.00

PROGRAM PROFESSIONAL

Community Advancement

87. Program Professional I

The following individual is to perform and coordinate activities related to promotion and implementation of grant supported projects and provide assessment and training services.

Angeline Dimicco, \$20.00

88. Program Professional II

The following individual is to provide Accounting and Quickbooks training workshops and conduct one-on-one business counseling sessions.

Syed Shuja, \$45.00

Industry and Technology

89. Program Professional IV

The following individual is to perform as principle investigator of the Advanced Technology Education Project funded by the National Science Foundation.

Ronald Way, \$65.00

Institutional Research

90. Program Professional II

The following individual is to tabulate survey data, prepare aggregate data reports in graph and table format, and other duties to conduct validation studies.

Michael Wilson, \$34.00

Learning Resources

91. Program Professional I

The following individuals are to work with the instructional staff or lab specialist to help students access the various programs for the computer assisted instruction and maintenance of software and media materials.

Robin Cash, \$20.00

Donna Helstrom, \$21.00

Mathematical Sciences

92. Program Professional I

The following individual is to supervise, recruit, arrange work schedules, monitor and prepare payroll for the casual employees and student tutors in the Math Study Center.

Erxiang (Eric) Wang, \$30.00

TRAINING PROFESSIONAL

Industry and Technology

93. Training Professional I

The following individuals are to provide training, expertise, leadership and professional services.

Sergio Borbon, \$32.00

David Brock, \$32.00

Paul Cabasa, \$32.00

David Do, \$32.00

Jeff Donahue, \$32.00

Donovan Gallatin, \$32.00

Thomas Kang, \$32.00

Sterling Kim, \$32.00

Paul Koppes, \$32.00

Vincent Osorio, \$32.00

Jason Pedro, \$32.00

Irma Rayas, \$32.00

Willie Robinson, \$32.00

Anthony Rotella, \$32.00

Oscar Serrano, \$32.00

Anthony Ward, \$32.00

C. **NEW CLASSIFICATION SPECIFICATIONS FOR SUPERVISOR POSITION**

It is recommended that the Board of Trustees approve the new classification specification for the position of Compton Center Police Sergeant, as shown on pages 46-48.

D. **NEW CLASSIFICATION SPECIFICATIONS FOR POLICE OFFICER POSITION**

It is recommended that the Board approve the new classification specification for the position of Compton Center Police Officer, as shown on the following pages.

EL CAMINO COMMUNITY COLLEGE DISTRICT

CLASS TITLE: COMPTON CENTER POLICE SERGEANT

BASIC FUNCTION:

Under the direction of the police lieutenant, serve as shift Watch Commander for the Compton Center Police Department; provide security and protection to students, personnel, equipment and property of the District; enforce laws and ordinances; supervise and evaluate the performance of assigned personnel.

REPRESENTATIVE DUTIES:

Serve as shift Watch Commander for the Compton Center Police Department including the supervision of police officers, dispatcher, parking service personnel, service officers, cadets and parking lot attendants; performs various administrative duties to assist in the overall smooth operation of the Department.

Supervise and evaluate the performance of assigned personnel; maintain discipline among department members; schedule shifts and assignments of assigned personnel to maintain a fully operational patrol schedule; assist the Chief of Police with conducting testing and background investigations.

Conduct training and briefing sessions for police department meetings.

Receive and respond to complaints from faculty, staff, students and the public regarding police services, campus operations or other issues; investigate serious personnel complaints against members of the Department; advise campus managers on criminal activity and complaints.

Prepare criminal cases for prosecution; testify in litigations against the District.

Perform duties as a Police Officer; respond to calls for service and emergencies, make arrests, prepare reports and appear in court as needed.

Prepare and maintain a variety of records and reports related to assigned activities and personnel; approve reports and departmental paperwork submitted by police officers and other department support staff.

Operate and assure proper maintenance, use and operation of equipment, supplies and materials used in the Department including a vehicle, firearm, baton, radio, fire extinguisher, first aid kit, emergency equipment and various office equipment.

Remain on-call according to established schedules.

Prepare and arrange District safety plan for special events held at the Center; arrange for special event security and parking staff.

Intervene in disputes between students and instructors and determine appropriate action.

Conduct classroom presentations regarding personnel and property safety related to the campus community and surrounding community.

Participate in the evaluation, acquisition and procurement of equipment for the Department.

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Public safety, investigation, law enforcement and security methods, practices and procedures.

California Penal, Vehicle and Education Codes, District regulations and other laws, codes, rules and regulations related to assigned activities.

Oral and written communication skills.

Principles and practices of supervision and training.

Applicable laws, codes, regulations, policies and procedures.

Interpersonal skills using tact, patience and courtesy.

First Aid and CPR methods.

Use and maintenance of a firearm.

ABILITY TO:

Serve as shift Watch Commander for the Center Police Department.

Provide security and protection to students, personnel, equipment and property of the District.

Enforce laws and ordinances.

Administer first aid in emergency situations.

Conduct training and briefing sessions and various classroom presentations.

Supervise and evaluate the performance of assigned staff.

Respond quickly, effectively and efficiently in emergency or crisis situations.

Communicate effectively both orally and in writing.

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

Establish and maintain cooperative and effective working relationships with others.

Analyze situations accurately and adopt an effective course of action.

Meet schedules and time lines.

Work independently with little direction.

Plan and organize work.

Prepare comprehensive narrative and statistical reports.

Direct the maintenance of a variety of reports and other paperwork related to assigned activities.

Lift objects up to 50 lbs.

Drag a minimum of 125 pounds for a distance of 15 feet.

EDUCATION AND EXPERIENCE:

Possess a California P.O.S.T. Basic Certificate and three (3) years of full-time law enforcement experience required. An Associate of Arts degree or sixty (60) units from an accredited college, and/or possession of a P.O.S.T. Intermediate certificate are desirable.

WORKING CONDITIONS:

Sitting and standing for extended periods of time.
Use of a firearm and other police safety equipment.
Operate an emergency vehicle in a variety of conditions.
Work outdoors in various working conditions.

Supervisor Salary Schedule - Range 26
Board Approved: April 17, 2000
Revised and Board Approved: June 16, 2008

EL CAMINO COMMUNITY COLLEGE DISTRICT

CLASS TITLE: COMPTON CENTER POLICE OFFICER

BASIC FUNCTION:

Under supervision, to perform law enforcement and crime prevention work; to protect Compton Center and district employees, students, and the general public; to patrol and safeguard district property, to maintain law and order, to do other work as required.

REPRESENTATIVE DUTIES:

Patrol campus buildings and grounds on foot, bike or by vehicle.

Answer calls for the protection of life, property, and the enforcement of local, county and state laws.

Protect individuals and control crowds during assemblies or disturbances.

Investigate and prepare written reports on accidents, property damage, fires, law violations, thefts, and disturbances of the peace.

Gather evidence and interview witnesses.

Apprehend violators, testify in court as necessary.

Guard property against fire, theft, vandalism, and illegal entry.

Give information and direct the public.

Administer First Aid.

Assist in the orientation of District personnel regarding security measures.

May supervise other security personnel.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Investigative and law enforcement procedures.

Criminal law with particular reference to apprehension, arrest, and custody of persons committing misdemeanors and felonies.

First Aid.

ABILITY TO:

Establish and maintain effective working conditions in a diverse multi-cultural and multi-ethnic educational environment.

Successfully complete a Peace Officer Standards and Training (P.O.S.T.) certified Police Training Academy and meet all District and State requirements needed to obtain a P.O.S.T. Basic Certificate.

Observe and remember names, faces, numbers, incidents and places.

Assess situations and persons accurately.

Respond quickly and effectively in emergency situations.

Write accurate and comprehensive reports.

Use and care for firearms.

Establish and maintain cooperative relationships with those contacted in the course of work.

Learn law enforcement procedures pertaining to arrest, search and seizure, and rules of evidence.

Learn law and ordinances relating to theft, burglary, arson, and malicious mischief and

trespassing.

Learn District and campus rules and regulations regarding security, safety and conduct.

Interpret and follow oral and written instructions.

Learn to write clear and concise reports.

Learn to interview suspects, complainants and witnesses.

Respond quickly and effectively in emergency situations.

Analyze situation and adopt an effective course of action.

Perform duties under scheduled working conditions.

Accept direction from others willingly.

Use restraint in enforcement.

EDUCATION AND EXPERIENCE:

Police Officer Trainee: High school diploma or G.E.D. certificate.

Pre-Service: Graduation from a Peace Officer Standards and Training (P.O.S.T.) certified police academy.

Community colleges that offer P.O.S.T. certified academy training in the intensive format, modular format or extended format are all acceptable.

Lateral Entry: Possession of a P.O.S.T. Basic Certificate and one year full-time law enforcement experience.

DESIRABLE QUALIFICATIONS:

Completion of sixty (60) college units or possession of an Associates degree is highly desirable.

Attendance at a community college P.O.S.T. certified police academy is desirable.

PERSONAL CHARACTERISTICS:

Demonstrate an interest in law enforcement; possess effective interpersonal skills enabling a candidate to deal effectively with a diverse population of students, staff and the public; exhibit a pleasant, cooperative and polite attitude in carrying out law enforcement duties; ability to remain calm and maintain order in emergency or threatening situations.

LICENSES AND SPECIAL REQUIREMENTS:

Obtain a Basic Certificate issued by the State Commission on Peace Officers Standards and Training within one year after appointment date.

Meet specific physical, psychological and medical requirements established by the College.

Possess a valid Class "C" California Driver's license.

U.S. Citizen or a Permanent Resident Alien who is eligible for and has applied for citizenship prior to testing.

Have reached 21st birthday at time of application.

Successfully pass a physical agility test, an in-depth background investigation; psychological and polygraph examinations.

Completion of sixty (60) college units or possession of an Associates degree is highly desirable.

PHYSICAL REQUIREMENTS:

Applicants must satisfactorily complete an in-depth medical examination. Applicants must be in good physical condition, free from disease or defects that would interfere with the satisfactory performance of the duties of this position.

VISION: At least 20/100 in each eye without correction, correctable to 20/30 in each eye.

COLOR VISION: Anything other than minor hue impairment is disqualifying.

HEARING: No greater than 25 dB loss in the better ear as average over the test frequencies of 500, 100, 2000 and 3000 HZ. In the case of questionable, unusual or borderline hearing loss, the applicant's qualifications will be determined by a medical Doctor.

TRAINING:

The training program consists of academy coursework, on-the-job training exercise, and a review by the College Police Chief. Successful completion of the Police Training Academy is a requirement to be eligible for promotion to the position of Police Officer. Failure to maintain satisfactory progress during the training program or to satisfy the District or P.O.S.T. requirements for promotion to College Police Officer will end a candidate's eligibility for participation in the program and employment with the District.

SALARY PLACEMENT:

A person hired as Police Trainee shall be paid a salary rate 10% below Step A of the Police Officer salary schedule. The Police Trainee shall be paid his salary from the first date of employment through the successful completion and graduation from a P.O.S.T. certified Police Academy.

WORKING CONDITIONS:

Sit in patrol car for long periods of time.

Walk/move to various locations on campus.

Run, jump, crawl, climb, bend, reach, stoop to perform duties.

Lift and drag 165 pounds.

May be requested to work overtime for special events.

Use of weapons.

Police Officers Salary Schedule

Board Approved: June 16, 2008

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

A. Citizens' Bond Oversight Committee

Page 132

A. Citizens' Bond Oversight Committee

It is recommended that the Board appoint the following person to membership on the Citizens' Bond Oversight Committee for a two-year term:

Bonafide Taxpayer Representative

Mr. Richard Browning

Richard T. Browning
Qualifications Summary

EXPERIENCE:

Over the past forty years I have worked with federal, state, and city governments in several capacities:

- a. Licensed Contractor in Building "B" and Electrical Contracting "C-10" for over forty years
- b. City of Torrance General Plan update
- c. Regulating Hillside Overlay Zone
- d. Prioritizing needs of city services
- e. Understanding and applying zoning regulations
- f. Use of Permits/Approval process
- g. Past President of Country Hills HOA, Past President and Treasurer of Palm Springs HOA, and Past President and Treasurer of Council of Homeowners Association of Torrance (CHAT)
- h. Attended criminal justice education courses
- i. Attending the following:
 - a. Brown Act
 - b. Commission Goals and Chairing Meetings by Len Wood
 - c. American Disability Act (ADA)
 - d. Davis Sterling Act, the California Civil Code (condominium law)
 - e. Covenants, Conditions and Restrictions (CC&R's)
 - f. Community Associations Institute Leadership Training Program
- j. My primary interests lie with those who need the most representation – tax payers

WHY I SHOULD BE APPOINTED:

- a. Have a great deal of experience in the construction industry with the understanding of cost overruns and extras.
- b. Have attended many estimating courses over the years.
- c. Have served, with flawless attendance, on the City of Torrance Airport Commission as a member and chairman, on numerous City sub-committees, and am currently serving on the Planning Commission.
- d. Have good working relationships with city and county staff for over the last eleven years.
- e. After serving on commissions and public workshops I have a better understanding of spending public funds.
- f. Previous years of business experience would be an asset in the decision-making process.
- g. Differentiating between private and public funds. Good services, good value, good price.
- h. Being retired gives me the opportunity and time to contribute to the community bringing the utmost honesty and integrity.

- i. Attend meetings prepared, review all information and documentation presented and, if necessary, request further review in order to stay within the guidelines of the bond.

OTHER COMMENTS:

As previously stated above, I am a retired experienced business owner who has negotiated contracts with federal, state and city governments, corporations and individuals; have experience preparing budgets and balance sheets, and completed estimating courses. Within the past twenty-five years, I have volunteered in many capacities serving my community with honor, courage, and commitment.