

*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, April 18, 2011  
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 March 21, 2011, Pages 6-8**
- III. Introductions** – Dr. Genethia Hudley-Hayes, Special Trustee and Dr. Keith Curry, Interim Chief Executive Officer, Compton Community College District
- IV. Presentations**
  - A. El Camino College Citizens' Bond Oversight Committee Annual Report and Financial Audit - Ms. Frances Mullan  
posted at:  
<http://www.elcamino.edu/administration/bond/docs/CBOC-2010-Annual-Report.pdf>
    - 1. Public Comment
    - 2. Receive the El Camino College Citizens' Bond Oversight Committee Annual Report and Financial Audit
  - B. 2011 Accountability Reporting for the Community Colleges (ARCC)
    - 1. Public Comment
    - 2. Acceptance of the 2010 Accountability Reporting for the Community Colleges (ARCC)
- V. Public Comment on Consent Agenda**

**VI. Consent Agenda – Recommendation of Superintendent/President, Discussion and Adoption**

1. Academic Affairs  
*See Academic Affairs Agenda,  
Pages 9-13*
2. Student and Community Advancement  
*See Student Services Agenda,  
Pages 14-27*
3. Administrative Services  
*See Administrative Services Agenda, Pages 28-43*
4. *See Measure “E” Bond Fund Agenda,  
Pages 44-48*
5. *See Human Resources Agenda,  
Pages 49-58*
6. Compton Education Center  
*See Compton Education Center Agenda,  
Pages 59-61*
7. Superintendent/President  
*See Superintendent/President Agenda,  
Pages 62-68*

**VII. Non-Consent Agenda, Pages 69-70**

- A. Public Comment
- B. Tax and Revenue Anticipation Note 2011-12
- C. Resolution for Tax and Revenue Anticipation Note 2011-12
- D. Interfund Transfers (Resolution)

**VIII. Public Comment on Non-Agenda Items**

**IX. Oral Reports**

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

**X. Closed Session**

- A. Existing Litigation, Brown Act, Section 54956
  1. Case # BC400227
  2. Case # BC458332
- B. Labor Relations, Brown Act Section 54957.6, Mr. Spencer Covert, District Labor Negotiator
  1. El Camino College Federation of Teachers, Local 1388
  2. El Camino College Federation of Teachers, Local 1388, Child Development Center
  3. El Camino Classified Employees Local 6142
  4. El Camino College Police Officers Association

5. Non-Represented Employees –  
Confidential, Supervisors, and  
Management

C. Personnel Matters, Brown Act Section  
54957

1. Public Employee Performance Evaluation – Superintendent/President

<p style="text-align: center;"><b>Board of Trustees Meeting Schedule for 2011</b> <b>4:00 p.m. Board Room</b></p>
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Monday, May 16, 2011  
Monday, June 20, 2011  
Monday, July 18, 2011  
Monday, August 15, 2011  
Tuesday, September 6, 2011  
Monday, October 17, 2011  
Monday, November 21, 2011  
Monday, December 12, 2011

## **Board Policy 1200 The El Camino College Mission, Philosophy, Values And Guiding Principles**

### **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**

- A. Enhance teaching to support student learning using a variety of instructional methods and services.
- B. Strengthen quality educational and support services to promote student success.
- C. Foster a positive learning environment and sense of community and cooperation through an effective process of collaboration and collegial consultation.
- D. Develop and enhance partnerships with schools, colleges, universities, businesses, and community-based organizations to respond to the workforce training and economic development needs of the community.
- E. Improve processes, programs, and services through the effective use of assessment, program review, planning, and resource allocation.
- F. Support facility and technology improvements to meet the needs of students, employees, and the community.
- G. Promote processes and policies that move the College toward sustainable, environmentally sensitive practices.

Adopted: 1/16/01, Amended: 1/22/02, 6/18/07, 6/21/10

## BOARD PRESENTATIONS AND REPORTS 2011

Month	Presentation	Report
January	<i>Foundation (moved from December 2010)</i> <i>Basic Skills (moved from November 2010)</i>	Annual Financial Audit
February	Accreditation	Quarterly Fiscal Status
March	Title V Graduation Initiative grant	Full Time Equivalent Student (FTES) – Both Locations
April	Accountability Reporting for Calif. Community Colleges (ARCC) Citizens Oversight Committee	Measure E-Bond Audit
May	Facilities Master Plan	Quarterly Fiscal Status
June	Student Learning Outcomes (SLO)	Tentative Budget
July	Compton Center	FTES – Both Locations
August	Budget	Notice of Public Hearing Quarterly Fiscal Status Educational Master Plan
September	Financial Aid	Budget Adoption Accreditation Mid-term
October	Redistricting Trustee Areas	Staff Development/Diversity
November	TBD	FTES – Both Locations Quarterly Fiscal Status
December	Foundation Annual Report	Success and Retention (including basic skills)

Revised: April 5, 2011

EL CAMINO COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING OF  
Monday, March 21, 2011

The Board of Trustees of the El Camino Community College District met at 4 p.m. on Monday, March 21, 2011, in the Board Room at El Camino College.

The following Trustees were present: Trustee William Beverly, President; Trustee Ray Gen, Vice President; Trustee Maureen O'Donnell, Secretary; Trustee Mary E. Combs, member; Trustee Kenneth A. Brown, member; and Student Member Johanna Zamora.

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

Minutes of the Regular Board Meeting of February 22, 2011

The Minutes of the Regular Board Meeting of February 22, 2011 were approved.

Title V Graduation Initiative

Dr. Jeanie Nishime presented information on the Title V Graduation Initiative.

Consent Agenda

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

Academic Affairs

Center for the Arts Presentations – 2010/2011 Season  
Mathematics, Engineering, Science Achievement (MESA) Program – Santa Cruz  
Leadership Retreat

Student and Community Advancement

2011 Summer Youth Swim Program  
Grants  
El Camino College Language Academy Tuition Increase  
Journalism Association of Community Colleges Annual Conference

Administrative Services

Contracts Under \$78,900

Contracts Over \$78,900  
Amendment  
Personal Service Agreements  
Memorandum of Understanding  
Notice of Job Completion  
Purchase Orders and Blanket Purchase Orders  
Information: ECC 2011-12 Budget Planning Proposal

Measure E Bond Fund

Category Budgets and Balances  
Contract – HMC Architects, Inc. – Science Technology Engineering and Math  
Project (STEM)  
Change Order – Commercial Paving & Coating – Campus Paving Improvement Project  
Change Order – Mackone Development, Inc. – Bookstore Renovation  
Purchase Orders and Blanket Purchase Orders

Human Resources

Employment and Personnel Changes  
Temporary Non-Classified Service Employees

President/Board of Trustees

Amend Board of Trustees Goals for 2010-2011  
Absence of a Board Member  
Travel

Motion carried. Student Trustee Zamora recorded a yes advisory vote.

Board of Trustees Process for Boundary Review Committee

It was moved by Trustee Brown, seconded by Trustee O'Donnell, that the Board identify five representatives from the District's five trustee areas and two at-large members to serve as appointees to a Boundary Review Committee and that they adopt the Redistricting Action Plan as shown on the agenda. Motion carried unanimously. Student Trustee Zamora recorded a yes advisory vote.

Non-Consent Agenda

Interfund Transfer (Resolution) And Payment Authorization

It was moved by Trustee O'Donnell, seconded by Trustee Brown, that the Board of Trustees approve a resolution for the following Interfund transfer for FY 2010-11.

Interfund Transfer

From General Fund-Unrestricted (11) Reserve for Contingency to Property & Liability Fund (62) Other Operating Expenses, in the amount of \$70,560.47.

Motion carried 4-1; Trustee O'Donnell voted no. Student Trustee Zamora recorded a yes advisory vote.

Mr. Beverly read the following statement: On February 22, 2011, the Board acted in closed session to decline to appeal decision in Blackburn and in exchange for that, Blackburn is not to appeal.

Compton Educational Center

Compton Center Student Learning Outcomes was presented as an informational item.

Public Comment

Mr. Chris Wells mentioned Forensics Team.

Closed Session

Regular Meeting adjourned to a Closed Session at 6:05 p.m. which ended at 7:15 p.m.

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Maureen O'Donnell, Secretary of the Board

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Thomas M. Fallo, Secretary to the Board



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

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**Page No.**

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B. Proposed Curriculum Changes: Effective 2011-2012 Academic Year.....12

## ACADEMIC AFFAIRS

### A. CENTER FOR THE ARTS PRESENTATIONS – 2011/2012 SEASON

It is recommended that the Board approve the Center for the Arts presentations for the 2011/2012 season. Costs for each presentation are established as negotiated between the artist and his/her management representative and the District.

#### 2011-2012 Discovery Travel Cinema Series

	<u>Date</u>	<u>Amount</u>
1. <i>Mongolia</i>	September 12, 2011	\$2,000
<b>Payable to: Buddy Hatton</b>		1,480
<b>Payable to: Windoes Travelogue, Inc.</b>		520
This film by producer Buddy Hatton seeks out the cultures and explores the vast lands of Mongolia.		
2. <i>Cuba: A Road Trip from Havana to Santiago</i>	September 19, 2011	\$2,000
<b>Payable to: Marlin Darrah</b>		1,480
<b>Payable to: Windoes Travelogue, Inc.</b>		520
Marlin Darrah takes his audience to Cuba to meet the people and see what Cuba is doing in its society today.		
3. <i>Yellowstone Trails and Tales</i>	October 3, 2011	\$2,000
<b>Payable to: Sandy Mortimer</b>		1,480
<b>Payable to: Windoes Travelogue, Inc.</b>		520
The ancient caldera of Yellowstone emits geysers and steam. The host, Sandy Mortimer, will explore its many trails and talk about the tales of today and yesterday.		
4. <i>The Real World of Fiji</i>	October 17, 2011	\$2,000
<b>Payable to: Rick Howard</b>		1,480
<b>Payable to: R.J. Enterprises</b>		520
The audience will explore the southwest pacific island nation of Fiji with its inviting tropical beauty, clear seas and friendly citizens.		
5. <i>The Great American Southwest</i>	October 31, 2011	\$2,000
<b>Payable to: Dennis Burkhart</b>		1,480
<b>Payable to: The Lewis Williams Agency</b>		520
The American Southwest is a vast area of historical importance. This film will cover the native inhabitants, view its natural landmarks and		

open spaces, and see the flora and fauna that live in this area of the USA.

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|-----|---|--|
| 6.  | <b><i>Alaska Inside Passage</i></b><br><b>Payable to: John Holod</b><br>In this travelogue, guests will explore the small coastal towns and see the glaciers as they cruise the inside waterways of Alaska.   | November 14, 2011<br><br>\$2,000                 |
| 7.  | <b><i>Road to Oberammergau</i></b><br><b>Payable to: Stan Walsh</b><br><b>Payable to: R. J. Enterprises</b><br>Oberammergau is located in the German Alps and is famous for the Oberammergau Passion Play held in May. Oberammergau is a pleasant Bavarian village located in southern Germany and is well known for its wood carvers' talents. | January 23, 2012<br><br>\$2,000<br>1,480<br>520  |
| 8.  | <b><i>Prague to Paris and a Cruise Too</i></b><br><b>Payable to: Clint Denn</b><br><b>Payable to: R. J. Enterprises, Inc.</b><br>This travelogue film will have its guests traveling from Prague to Paris and all points in between and will include a river excursion.   | January 30, 2012<br><br>\$2,000<br>1,480<br>520  |
| 9.  | <b><i>Around the World – One Man’s Journey</i></b><br><b>Payable to: Doug Jones</b><br><b>Payable to: Windoes Travelogue, Inc.</b><br>Doug Jones takes his guests around the world in his own unique style visiting many travel highlights in countries and cities alike.   | February 13, 2012<br><br>\$2,000<br>1,480<br>520 |
| 10. | <b><i>A Taste of Old Holland</i></b><br><b>Payable to: Don Van Polen</b><br><b>Payable to: R. J. Enterprises, Inc.</b><br>Guests will enjoy a trip through Old Holland reminiscing about tulips, wooden shoes, windmills and the friendly people that live there.   | February 27, 2012<br><br>\$2,000<br>1,480<br>520 |
| 11. | <b><i>Along the Royal Inca Road</i></b><br><b>Payable to: Karin Muller</b><br><b>Payable to: The Lewis Williams Agency</b><br>The Inca people were strong and noble. Guests will explore the Inca’s history and culture with Karin Muller via the Royal Inca Road culminating at their ruined cities.   | March 12, 2012<br><br>\$2,000<br>1,420<br>520    |
| 12. | <b><i>The Magic of Persia: Inside Iran Today</i></b><br><b>Payable to: Aryana Farshad</b><br><b>Payable to: The Lewis Williams Agency</b>   | March 26, 2012<br><br>\$2,000<br>1,480<br>520    |

Iran, once known as Persia, has a long historical past that influences the Iran of today. With Aryana, guests will meet the people, explore the sights and sample the culture of today's Iran.

## **B. PROPOSED CURRICULUM CHANGES: EFFECTIVE 2011/2012 ACADEMIC YEAR**

It is recommended that the Board approve the proposed curriculum changes, effective the 2011-2012 academic year, as listed below.

### **BEHAVIORAL AND SOCIAL SCIENCES**

#### **NEW COURSE**

1. Ethnic Studies 3 – The Chicano in Contemporary United States Society  
Units: 3                      Lecture: 3 hours                      Lab: 0 hours  
Faculty Load: 20.00%  
Recommended Preparation: eligibility for English 1A  
Grading Method: Letter  
Credit, Degree Applicable  
Transfer CSU; Proposed Transfer UC  
El Camino College AA/AS General Education Requirement – Area 2A  
Proposed CSU General Education Requirement – Area C2  
Proposed IGETC General Education Requirement – Area 3B

This course introduces the student to the complexity and diversity of contemporary Chicano society in the United States. The impact of American values on the socialization of Mexican Americans will be assessed with particular emphasis on political, economic, social, cultural and educational institutions.

### **INDUSTRY AND TECHNOLOGY DIVISION**

#### **CHANGE IN CERTIFICATE OF ACHIEVEMENT, COURSE REQUIREMENTS, UNITS**

1. Fire and Emergency Technology: Fire Academy Certificate of Achievement  
*Current Status/Proposed Changes*  
A Certificate of Achievement will be granted upon completion of all program requirements. At least 50% of the courses required for the Certificate of Achievement must be completed at El Camino College.

Fire and Emergency Technology 1, 140, 141; Fire and Emergency Technology 15 ~~or 115A and 115B~~;  
three units from: Fire and Emergency Technology 2, 5, 6, 7, 8, 9, 10, 11, 14, 19, 20;  
and completion of the California Physical Agility Test (CPAT) or the Firefighter Physical Agility Test (FPAT)  
Total Units: ~~25.5~~ 23

*Recommendation*

A Certificate of Achievement will be granted upon completion of all program requirements. At least 50% of the courses required for the Certificate of Achievement must be completed at El Camino College.

Fire and Emergency Technology 1, 15, 140, 141;  
three units from: Fire and Emergency Technology 2, 5, 6, 7, 8, 9, 10, 11, 14, 19, 20;  
and completion of the California Physical Agility Test (CPAT) or the Firefighter Physical Agility Test (FPAT)  
Total Units: 23

**NEW CERTIFICATE OF ACCOMPLISHMENT**

1. Electronics and Computer Hardware Technology: Power Electronics Certificate A  
A Certificate of Accomplishment will be granted upon completion of all program requirements. At least 50% of the courses required for the Certificate of Accomplishment must be completed at El Camino College.

Electronics and Computer Hardware Technology 11, 62, 64, 95abcd, Technical Mathematics 1  
Total Units: 12

**INACTIVATE CERTIFICATE OF ACCOMPLISHMENT**

1. Electronics and Computer Hardware Technology: Powerline Industry Readiness Certificate of Accomplishment

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

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B. Board Policy 5055 – Enrollment Priorities – First Reading.....	15
C. International Travel.....	15

## **STUDENT AND COMMUNITY ADVANCEMENT**

### **A. COMMUNITY EDUCATION PROGRAM - SUMMER 2011**

It is recommended that the Board of Trustees approve the 2011 Summer Community Education Program sponsored by Community Education as shown on pages 16 through 19.

### **B. BOARD POLICY 5055 – ENROLLMENT PRIORITIES - FIRST READING**

It is recommended that the Board of Trustees accept for first reading Board Policy 5055 – Enrollment Priorities, as attached. Administrative Procedure 5055 is presented for informational purposes only.

### **C. INTERNATIONAL TRAVEL**

It is recommended that the Board of Trustees approve international travel for Leonid Rachman to participate in the Fall 2011 AEO Asia Student Recruitment Tours to Singapore, Jakarta, Kuala Lumpur, Bangkok and Hong Kong, September 7-20, 2011. The purpose of the trip is F-1 Visa student recruitment. Expenses in the amount of \$16,000 will be paid from International Student Conference funds.

## STUDENT AND COMMUNITY ADVANCEMENT

<b>Community Education Classes Summer 2011</b>			
<b>Course Name</b>	<b>Contract</b>	<b>Salary</b>	<b>Class Fee</b>
Introduction to One Stroke Painting	Numamoto, April	40%	\$35
Soap Making	Abdul, Quayum	40%	\$39
Candle Making	Abdul, Quayum	40%	\$39
Tamales 101	Ortega 120 c/o Stevens, Demi	40%	\$40
Bollywood Dance Fitness	Costello, Regine	40%	\$72
Belly Dance (Beginning)	Costello, Regine	40%	\$69
CPR	Mundell, Shah	40%	\$45
First Aid	Mundell, Shah	40%	\$45
Become a Notary Public--Prep Class	Public Seminars, Notary	40%	\$99
Become a Professional Child Visitation Monitor	Douglass, Shirley	40%	\$169
The Business of Bartending	Nicholson, Kellie	40%	\$120
Become a Notary Public - Renewing Notaries ONLY	Public Seminars, Notary	40%	\$50
Balloon Basic Training - Balloon Basics	Baker, Carolyn	40%	\$39
Balloon Basic Training - Columns & Arches	Baker, Carolyn	40%	\$39
Introduction to Voiceovers	For All, Voices	40%	\$54
Used Vehicle Dealer CertificationStart an Auto Wholesale Business!	Williams, Ronald	40%	\$89
Medical Billing and Reimbursement	Parker, Audra	40%	\$225
Medical Coding CPT	Parker, Audra	40%	\$225
Medical Information Technology	Parker, Audra	40%	\$225
BLS/CPR for Healthcare Provider	Mundell, Shah	40%	\$55
Negotiation Series Courses	Georgen, Pearl	40%	\$39
Food Handler Certification	Kazanchyan, Gevork	40%/50% (if less than 10 students enrolled)	\$89
GED Prep: 6 week Fast Track Course	Quinones, Juan	\$45.14p/ECC Instructor, Non-Credit Rate	\$299
Mad Science! Science Explorations (Grades	Oh, Kate	\$29 p/h	\$199



1-3)			
CSI (Crime Scene Investigation) (Grades 6-8)	Nesbitt, Daniel	\$29 p/h	\$199
Dig It! Adventures in Archeology (Grades 3-5)	Oh, Kate	\$29 p/h	\$199
Quinceañera Dance: Dance lessons for Quinces or Sweet Sixteens (Grades 6-9)	Costello, Regine	\$29 p/h	\$133
Ballet Folklorico (Grades 6-8)	Costello, Regine	\$29 p/h	\$133
Dance Camp (Grades 1-2)	Denson-Hiruko, Celestine	\$29 p/h	\$199
Dance Camp (Grades 3-5)	Denson-Hiruko, Celestine	\$29 p/h	\$199
Beginning Ballet (Grades 1-5)	Denson-Hiruko, Celestine	\$29 p/h	\$199
Study Skills for Success (Grades 6-8)	Lee, Randolph	\$31 p/h	\$133
Tailored Basic Math &/or English Tutoring: 3 to 1 (Grades 1-6)	Arce Wilson, Linda	50%	\$475
Tailored Basic Math &/or English Tutoring: 3 to 1 (Grades 1-6)	Cathy Opina	50%	\$475
SAT Boot Camp (Grades 11-12)	Serradell, Diane	\$31 p/h	\$359
Pre-Algebra (Grades 6-8)	Lewis, Andrew	\$29 p/h	\$133
Geometry - (Grades 9-12)	Lewis, Andrew	\$29 p/h	\$133
Trigonometry (Grades 9-12)	Lewis, Andrew	\$29 p/h	\$133
Algebra (Grades 9-12)	Lewis, Andrew	\$29 p/h	\$133
Intermediate Algebra (Grades 9-12)	Lewis, Andrew	\$29 p/h	\$133
Calculus Prep (Grades 9-12)	Lewis, Andrew	\$29 p/h	\$133
Practical Algebra: Building a Solar Powered Car/Web Design for Newbies (Grades 7-8)	Gold, Matt	\$29 p/h	\$199
Practical Algebra: Building a Solar Powered Car/Web Design for Newbies (Grades 7-8)	Fisher, Ken	\$29 p/h	\$199
Math Games Extravaganza (Grade 1 - 2)	Parsons, Ernestine	\$29 p/h	\$199
Multiplication/Division Facts in a Flash (Grades 3-4)	Hatten, Victor	\$29 p/h	\$199
Math-Amazing! Addition + Subtraction x Multiplication = Fun! (Grades 3-4)	Oh, Kate	\$29 p/h	\$199
Reading, Phonics and Movement (Grades 1-2)	DiSanti, Patricia	\$29 p/h	\$199
5 Paragraphs to Success (Grades 9-12)	Lewis, Barbara	\$29 p/h	\$133
Poetry in Motion (Grades 9-12)	Lewis, Barbara	\$29 p/h	\$133
College Application Essays: Creating Your Personal Statement (Grades 11-12)	Arehart, Robin	\$29 p/h	\$133
Writing an "A" Paper & Report (Grades 6-8)	Lee, Randolph	\$31 p/h	\$133

Improving Reading Comp & Reading skills (Grades 3-4)	Hatten, Victor	\$29 p/h	\$199
Improving Reading Comp & Reading skills (Grades 3-4)	Angel, Rose Mary	\$29 p/h	\$199
Learning How to Create Juicy Sentences and Paragraphs (Grades 3-5)	Angel, Rose Mary	\$29 p/h	\$199
Learning How to Create Juicy Sentences and Paragraphs (Grades 3-5)	Hatten, Victor	\$29 p/h	\$199
ELL Reader's Camp (Grades 6-8)	Griffin, Charles	\$29 p/h	\$133
ELL Reader's & Writer's Camp (Grades 9-12)	Griffin, Charles	\$29 p/h	\$133
ELL Writer's & Speech Camp (Grades 9-12)	Griffin, Charles	\$29 p/h	\$133
Summer ESL Kid's College Academy (Chinese students grades *7-12)	Griffin, Charles	\$29 p/h	\$532
Wow, Look What I Wrote Today (Grades 1-3)	Oh, Kate	\$29 p/h	\$199
Conquering High School Grammar (Grades 9 - 12)	Lewis, Barbara	\$29 p/h	\$133
Screenwriting for Film (Grades 9-12)	Towns, James	\$29 p/h	\$133
Cartooning & Drawing (Grades 3-5)	Chew, Deborah	\$29 p/h	\$199
Academic Chess: Beginning to Advanced Levels (Grades 1-5)	Chess, Academic	\$29 p/h	\$199
Academic Chess: Beginning to Advanced Levels (Grades 6-8)	Chess, Academic	\$29 p/h	\$133
Cheer Leading Camp--Kid's College Cheer Squad! (Grades 1-5)	Costello, Regine	\$29 p/h	\$99
Space Camp (Grades 1-3)	Oh, Kate	\$29 p/h	\$199
Oceans--Inspired by the Disney nature® film, Oceans (Grades 1 to 4)	Oh, Kate	\$29 p/h	\$199
Woodworking: Make a Pen! (Ages 13 - 18)	Selph, Jack	\$45.14p/h ECC Instructor, Non-Credit Rate	\$165
Babysitter Boot Camp (Ages 11-15)	Smith, Nina	40%	\$55
Fashion Copycats: Learn to Knock Off Your Favorite Styles (Grades 9-12)	Brooks-Allman, Marva	\$45.14 ECC Instructor, Non-Credit Rate	\$133
Kung Fu for Kids (Ages 7-12)	Kung Fu Studio, Scholar Warrior	40%	\$59
Basketball Camp (Grades 3-5)	Scherer, Steven	\$29 p/h	\$199
Dig It Volleyball Clinic (Grades 6-8)	Scherer, Steven	\$29 p/h	\$133
Basketball Boot Camp (Grades 6-8)	Scherer, Steven	\$29 p/h	\$133

Dig It Volleyball Clinic (Grades 3-5)	Scherer, Steven	\$29 p/h	\$199
Learn Tennis the Fun Way! (Grades 9-12)	Cuyugan, Rory	\$29 p/h	\$133
Cartooning & Drawing (Grades 6-8)	Chew, Deborah	\$29 p/h	\$133
College Prep Drawing and Composition: Critical Skills for the Artist (Grades 9-12)	Towns, James	\$29 p/h	\$133
School of Rock: Guitar Camp (Intermediate to Advanced, Grades 9-12)	Perez, Anna	\$29 p/h	\$133
Kids Rock: Guitar Camp (Grades 3-5)	Perez, Anna	\$29 p/h	\$199
School of Rock: Guitar Workshop - Beginning (Grades 6-8)	Perez, Anna	\$29 p/h	\$133
Beginning Piano (Grades 6-8)	Wright, Charles David	\$29 p/h	\$199
Beginning Piano (Grades 1-5)	Wright, Charles David	\$29 p/h	\$199
American Idol! Voice Class (Grades 6-8)	Wright, Charles David	\$29 p/h	\$199
Princess Camp (Grades 1-4) 1 week	Costello, Regine	\$29 p/h	\$99
Princess Camp (Grades 1-4) 1 week	Ruiz, Vanessa	\$29 p/h	\$99
Princess Camp (Grades 1-4) 1 week	Ruch, Gina	\$29 p/h	\$99
Pirate Camp (Grades 1-5) 1 week	Costello, Regine	\$29 p/h	\$99
Yoga for Health & Relaxation--Beginning	Berman RYT, Ron	40%	\$59
Yoga For Health & Relaxation--Intermediate	Berman RYT, Ron	40%	\$59
Tai Chi Chuan	Kung Fu Studio, Scholar Warrior	40%	\$39
Think Healthy, Be Thin, Stay Thin through Self-Hypnosis	Carter, Jethro	40%	\$39
Weight Training & Stretching (Beginning)	Henry, Jeff	40%	\$79
Financial Portfolio: Building Your Financial Portfolio on \$25 a Month	Christensen, Bobbie	40%	\$39
Computer Basics Boot Camp for Older Adults	Fedderson, Dale	40%	\$59
Best of the Internet & MS Word	Fedderson, Dale	40%	\$45

## Board Policy 5055

## Enrollment Priorities

All Courses of the District shall be open to enrollment, subject to a priority system that may be established. Enrollment also may be limited to students meeting properly validated prerequisites and co-requisites, or ~~subject to other restrictions established by the District.~~ due to other, practical considerations.

The Superintendent/President or designee ~~Procedures~~ shall establish procedures defining ~~be established defining~~ enrollment priorities, limitations, ~~restrictions~~, and processes for student challenge, which shall comply with Title 5 regulations.

Reference:

Title 5, Sections 58106; 51801

Replaces Board Policy 5120.

El Camino College

Adopted: 1/21/03

Amended:

**I. Limitations**

Enrollment in courses and programs may be limited to students meeting properly established prerequisites and co-requisites. Enrollment may also be limited due to the following:

- A. Health and safety considerations
- B. Facility limitations
- C. Faculty workload
- D. Availability of qualified instructors
- E. Funding limitations
- F. Constraint of regional planning
- G. Legal requirements imposed by statutes, regulations, or contracts

**II. Registration Priorities**

During registration periods, the following registration priority shall be followed:

- A. Legally mandated groups
- B. Continuing students
- C. New and returning students
- D. K-12 concurrently enrolled students

Within each of the above cohorts, sub-cohorts may be established by law or through policy and procedure of the District.

**III. Legally Mandated Groups**

- A. Any member or former member of the Armed Forces of the United States for any academic term within two years of leaving active duty
- B. EOPS students
- C. DSPS students

**IV. Continuing Students**

Continuing students shall be assigned a priority registration time based on the following criteria:

- A. Student cohorts established by a federal or state grant that mandates priority registration shall receive priority registration if the granting of priority registration to the cohort does not contradict the provisions or intent of the laws and regulations governing registration priorities.
- B. Qualified students who are members of cohorts that meet the criteria for priority registration as established and approved by a Priority Registration Committee shall next receive priority in registration.

- C. Continuing students not receiving priority registration shall receive one registration point for each unit earned at El Camino College since 1983 for up to a maximum of 90 points.
- D. The more registration points, the earlier the registration assignment time.
- E. Ties in registration point shall be broken by random selection.
- F. Students who have earned more than 90 units cannot earn additional registration points. Instead, for each unit earned over 90 two registration points shall be deducted from the accrued registration point count. Therefore, if a student has earned 95 units, the registration point count shall be 80 ( $90 - [2 \times 5]$ ).
- G. Students who have earned more than 90 units shall continue to have two registration points deducted for each unit earned beyond 90 units until the registration point count equals 15. The student shall not be penalized beyond 15 registration points.

V. New and Returning Students

New and returning students shall be assigned a registration appointment time based on the following criteria:

- A. New, in-District, high school graduates shall register before other new or returning students.
- B. New international students with F-1, M-1, or J-1 visas shall register next.
- C. Qualified new and returning students who are members of cohorts that meet the criteria for priority registration as established and approved by a Priority Registration Committee.
- D. Assignment of the registration appointment time for new and returning students not in the groups described in IV 1, 2 and 3 is on a first come, first serve basis. All other new and returning students shall have their registration appointment time based on the submission date of the application for admissions.

VI. K-12 Concurrently Enrolled Students

Assignment of the registration appointment time for K-12 concurrently enrolled students is on a first come, first serve basis. Each K-12 concurrently enrolled student shall be assigned a registration appointment time based on the submission date of all required documents for admissions (application for admissions, K-12 concurrent enrollment form, and other documents required by law, regulation, and District policy). Failure of a K-12 student to apply and submit all required documents by the deadline specified by the college shall result in that K-12 student being denied admissions and subsequent registration for that term.

VII. Registration Time Allowance

- A. All students may register on or after their scheduled registration appointment time, but not before.

- B. All students must register by the published deadlines and in accordance with the policies and procedures of the District. If a student fails to meet these deadlines or to follow the District's policies and/or procedures, the student will not be allowed to register for the course. A student who attends and participates in a course without proper registration will neither receive credit nor a grade for that course and the backdating of registration will not be considered by the District unless the student can prove that he/she properly registered in a timely manner and it was a college error that caused the registration to fail. A hold against a student (dean, fee, dismissal, etc), a failure by the student to apply for admissions, a failure by the student to meet prerequisites or co-requisites, an unapproved course overload, a K-12 form or process not properly executed, an admissions hold (residency, AB 540, missing data, etc) not resolved by the student in the manner and timeframe proscribed by the District shall not be considered to be college error. A student will not be allowed to enroll in a class if there is any time overlap with another class. A student may not be allowed to enroll in a class if the enrollment violates any of the repeat rules as set forth in Title 5 or in the El Camino College policy and procedure on repeats. Attending and participating in a course without registration, does not constitute college error.

#### VIII. District Designated Priority Groups

Cohorts or student groups not otherwise receiving priority registration may qualify for

priority registration by meeting the following criteria set forth by the District.

- A. The group must demonstrate that extra-curricular or co-curricular activities require considerable dedicated hours outside of the classroom.
- B. The group must demonstrate that participation in the extra-curricular or co-curricular activities would not be possible without priority registration consideration.
- C. The group must demonstrate that there are no other alternatives or options at their disposal to receive priority registration.
- D. Groups shall be provided the opportunity to request priority registration based on guidelines established by a Priority Registration Committee.
- E. The burden of proof to demonstrate that the student group qualifies for priority registration is on the student group.
- F. Groups that are granted District designated priority status will maintain in that status for no more than five years.

#### IX. Priority Registration Committee

##### A. Composition of the Committee

The committee shall be composed of the following:

- 1) El Camino College Director of Admissions & Records or, in the director's absence, Assistant Director of Admissions & Records.

- 2) Student Representative appointed by the Associated Student Organization of El Camino College. The student representative may be from the ASO or any student in good standing attending El Camino College.
- 3) An instructor appointed by the Academic Senate.
- 4) The Director of Admissions & Records or the Dean of Student Services from the El Camino College Compton Center
- 5) A representative appointed by the Classified Bargaining Unit

B. Chair of the Committee

The El Camino College Director of Admissions & Records shall be the chair of the committee. The Director of Admissions & Records shall have the right to veto a decision of the committee if it is found that granting or failing to grant priority registration would violate provisions of the California Education Code, Title 5, or a contract or grant entered into by the El Camino Community College District.

X. Priority Registration Application Process

A. Application Period

- 1) The application period for eligible student groups to apply for priority registration shall be established and publicized by the Priority Registration Committee to the campus community in advance. The application period shall be for no less than 30 calendar days.
- 2) This application period will take place once in a calendar year. A student group that fails to meet the deadline will need to wait until the following year to apply. All material including supporting documentation must be submitted by the deadline. There will be no extensions.

B. Committee Review Period

The Priority Registration Committee shall establish a period of time to review, collectively or severally, the application material submitted by the student groups.

C. Committee Vote

- 1) The Priority Registration Committee shall meet to discuss, evaluate, consider, and vote on the applications submitted by the student groups.
- 2) Those student groups who do not qualify to apply (student clubs), have not submitted the required documentation, or have failed to demonstrate that the minimum criteria have been met, will not be considered.
- 3) Those student groups who have met all criteria and have supplied all the documentation required may be considered as a priority registration group by the Priority Registration Committee. However, meeting all the criteria and supplying all the documentation does not guarantee approval.
- 4) Those student groups who have supplied all the documentation required but for whom questions remain with regard to meeting the criteria set forth above may



be asked to appear before the committee to answer questions and provide clarification.

D. Committee Decision

The Priority Registration Committee shall make its determination on the applications for priority registration by a date established within the Guidelines.

E. Notification of Decision

- 1) The student groups shall be notified in writing of the committee's decision.
- 2) The committee may at its discretion limit priority registration within a group by seasonality of activities.
- 3) A copy of the notification shall be provided to the Vice President- Student and Community Advancement.
- 4) A copy of the notification shall be provided to the El Camino College Division of Information Technology Services.
- 5) The decision of the Priority Registration Committee is final.
- 6) Any group whose request is denied may reapply for consideration after a waiting period of two (2) years.

XI. Automatic Granting of Priority Registration Status

A. By Statute

Any group or cohort that is granted priority registration by statute following the passage and adoption of this procedure shall receive priority registration in accord with that statute and will not need to apply for priority registration as cited in VII of this procedure.

B. By Grant or Other Contractual Arrangement

Any group or cohort that is dependent on a grant or other legally binding arrangement that requires priority registration will not need to apply for priority registration as cited in VII of this procedure. However, the Vice-President of Student and Community Advancement will need to certify in writing that this group or cohort is legally entitled to priority registration under the terms of the grant or other legally binding arrangement.

XII. Loss of Group or Cohort Priority Registration

A. By Statute

Any group that has received priority registration by statute shall lose priority registration if that statute is repealed or declared null and void by a court of law.

B. By Grant or Other Contractual Arrangement

Any group or cohort that received priority registration based on the terms of a grant or other legally binding arrangement shall be subject to the loss of priority registration if the terms of the grant or arrangement have materially changed. The

Priority Registration Committee may subject the group to the conditions of Section VII of this procedure.

#### C. Other Groups or Cohorts

Other groups or cohorts that have been granted priority registration may be subject to review by the Priority Registration Committee if, in the opinion of the committee, the group or cohort no longer meets the criteria to continue to receive priority registration. District granted priority registration status must be reviewed every five years. In all such cases, the group or cohort will be subject to the provision of Section VII of this procedure.

### XIII. Other Limitations

#### A. Cohort Limitations

The District may limit enrollment and allocate available seats to those students judged most qualified in courses of intercollegiate competition, honors courses, or public performance courses. The District may also limit enrollment in one or more sections to students enrolled in one or more other courses, provided that a reasonable percentage of all sections of the course do not have such restrictions.

#### B. Probation and/or Dismissal Limitations

The District may limit enrollment for students on academic or progress probation or subject to academic or progress dismissal. Limitations on enrollment may be by one of the following methods:

- 1) Total number of units a student may enroll in for a term;
- 2) By limiting the student to enroll in specific courses;
- 3) By requiring a student to follow a prescribed education plan;
- 4) Or any combination thereof.

### XIV. Challenge to Enrollment Limitations

#### A. Grounds for Challenge

A student may challenge an enrollment limitation on the following grounds:

- 1) The enrollment limitation is either unlawfully discriminatory or is being applied in an unlawfully discriminatory manner;
- 2) The District is not following its policy on enrollment limitations;
- 3) The basis upon which the District has established an enrollment limitation does not in fact exist.

#### B. Burden of Proof

The burden of proof is on the student to show that grounds exist for a challenge to an enrollment limitation.

#### C. Process for a Challenge

- 1) A student challenging an enrollment limitation on the grounds cited in section XIII, A must file a petition with the Admissions Office and provide documentation supporting the challenge.
- 2) The petition will be considered within 10 business days by the Director of Admissions & Records or his/her designee.
- 3) The student will be notified the decision on the petition.

XV. Effective Date

- A. This Administrative Procedure shall be effective for the academic year following the calendar year in which it receives final board approval or in another period of time deemed suitable by the El Camino College Cabinet. The purpose of establishing this effective date provision is to allow the development, testing, and implementation of the software necessary to support this change; allow for catalog and schedule updates; and educate and prepare the college community to these changes.
- B. The Director of Admissions & Records will prepare an annual list of cohorts approved for priority registration for approval by the Board of Trustees at their regular meeting - specific month to be determined.

Reference: Title 5, Sections 51006, 58106, 58108

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

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## Administrative Services

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

It is recommended that the Board of Trustees receive the following Quarterly Financial Status Report for the quarter ending March 31, 2011. AB 2910, Chapter 1486, Statutes of 1986, requires that California community college districts report quarterly on their financial condition.

The report for March 31, 2011, is shown on the following Quarterly Financial Status Report for General Fund-Unrestricted (11).

FISCAL YEAR 2010-11

Quarter Ended (Q3) March 31, 2011

<u>General Fund</u>	<u>2010-11 Budget</u>	<u>Year-to-Date Actuals</u>	<u>Percentage</u>
<b>INCOME</b>			
Federal	\$ 70,000	\$ 81,789	116.84%
State	66,971,681	47,161,016	70.42%
Local	39,573,020	23,077,669	58.32%
Interfund Transfers	<u>0</u>	<u>0</u>	
Total Income	\$106,614,701	\$70,320,474	
<b>APPROPRIATIONS</b>			
Academic Salaries	\$ 48,138,521	\$31,086,274	64.58%
Classified Salaries	25,811,772	17,417,299	67.48%
Staff Benefits	19,219,689	14,048,607	73.09%
Supplies/Books	1,639,887	834,880	50.91%
Other Operating Expenses	10,895,788	6,497,533	59.63%
Capital Outlay	1,370,131	531,121	38.76%
Other Outgo	<u>5,790,000</u>	<u>5,983,333</u>	103.34%
Total Appropriations	\$112,865,788	\$76,399,047	
Net Revenues	\$ (6,251,087 )	\$ (6,078,573 )	

### B. CONTRACTS UNDER \$78,900

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

- Contractor:** 1601 PCH, L.P.  
**Services:** Contractor will provide one office unit located in the Hermosa Business Center, Hermosa Beach, California.  
**Requesting Dept.:** Community Advancement – Small Business Development

- Center  
**Date(s):** 5/1/11 – 5/31/12  
**Financial Terms:** Cost not to exceed \$8,550
2. **Contractor:** **CENTER FOR EDUCATION PROMOTION and EXTERNAL CO-OPERATION, DANANG CITY, VIETNAM;**  
Contractors will serve as an F-1 Visa Educational Agent to recruit F-1 Visa Students for El Camino College.  
**Requesting Dept.:** Admissions – International Student Program, El Camino Language Academy  
**Dates:** 2/1/11 – 2/1/16  
**Financial Terms:** A one-time fee of \$500 per student for either fall or spring semester completed or \$300 per student for summer semester completed.
3. **Contractor:** **NEXT OVERSEAS EDUCATION CENTER, SEOUL, SOUTH KOREA**  
**Services:** Contractors will serve as F-1 Visa Educational Agents to recruit F-1 Visa Students for El Camino College.  
**Requesting Dept.:** Admissions – International Student Program, El Camino Language Academy  
**Dates:** 1/1/11 – 1/1/16  
**Financial Terms:** A one-time fee of \$500 per student for either fall or spring semester completed or \$300 per student for summer semester completed.
- 4 **Contractor:** **eLEARNNOVATIONS.COM**  
**Services:** Contractor will provide interactive online software development services in support of the Beverage Equipment Service Technician certification training program.  
**Requesting Dept.:** Community Advancement – Workplace Learning Resource Center  
**Date(s):** 4/19/11 – 6/30/11  
**Financial Terms:** Cost not to exceed \$15,000  
Funded by the California Community Colleges Chancellor's Office Economic Workforce Development Grant
5. **Contractor:** **LINQUEST CORPORATION**  
**Services:** Contractor will receive a total of thirty hours of training in basic skills, computer and continuous improvement.  
**Requesting Dept.:** Community Advancement – Center for Applied Competitive Technologies

- Date(s):** 4/19/11 – 6/30/12  
**Financial Terms:** Projected Gross Income \$6,926
6. **Contractor:** **MDESIGNS PRODUCTIONS, LLC**  
**Services:** Contractor will produce a thirty-minute video studio program for use on the El Camino College Cable Channel.  
**Requesting Dept.:** Instructional Services – Media Services  
**Date(s):** 4/18/11 – 6/30/11  
**Financial Terms:** Cost not to exceed \$1,900
7. **Contractor:** **NATIONAL UNIVERSITY**  
**Services:** Contractor will offer Head Start Teachers a fast-track program to allow junior level students to obtain a bachelor’s degree in seventeen months at a substantial discount.  
**Requesting Dept.:** Behavioral and Social Sciences – Childhood Education  
**Date(s):** 4/18/11 – 4/18/13  
**Financial Terms:** No cost to the District – Funded by the Federal Department of Health and Human Services Seeds Head Start grant
8. **Contractor:** **SANTA CLARITA COMMUNITY COLLEGE DISTRICT**  
**Services:** Contractor will provide offline captioning services for students with disabilities.  
**Date(s)** 3/22/11 – 6/30/11  
**Financial Terms:** No cost to the District  
Funded by the Foundation for California Community Colleges – Distance Education Captioning and Transcription Grant
9. **Contractor:** **THE REGENTS OF THE UNIVERSITY OF CALIFORNIA, PUENTE PROJECT**  
**Services:** Contractor provides a number of scholarship awards for educationally disadvantaged students who are transferring from a community college to a four-year university.  
**Requesting Dept.:** Counseling and Student Services  
**Date(s):** 7/1/10 – 6/30/11  
**Financial Terms:** No cost to the District.  
Funded by Puente Program, the Regents, University of California, Office of the President
10. **Contractor:** **TORRANCE MEMORIAL MEDIAL CENTER**

**Services:** Contractor will provide El Camino College students with state required clinical experience.  
**Requesting Dept.:** Health Sciences and Athletics – Radiologic Technology  
**Date(s):** 3/1/11 – 3/1/14  
**Financial Terms:** No cost to the District

11. **Contractor:** **TORRANCE MEMORIAL MEDIAL CENTER**  
**Services:** Contractor will provide El Camino College students with state required clinical experience.  
**Requesting Dept.:** Health Sciences and Athletics – Respiratory Care  
**Date(s):** 3/1/11 – 3/1/14  
**Financial Terms:** No cost to the District

**C. PERSONAL SERVICE AGREEMENTS:**

1. **Contractor:** **KATIE TURNER ADAMS**  
**Services:** Contractor will convert data into useable design formats and create design templates for ongoing Science, Technology, Engineering and Mathematic (STEM) Grant project activities.  
**Requesting Dept.:** Natural Sciences  
**Date(s):** 3/7/11 – 9/30/11  
**Financial Terms:** Cost not to exceed \$5,000  
Funded by the STEM Grant

2. **Contractor:** **PAULA DUNN**  
**Services:** Contractor will provide a workshop for the American Sign Language Program and mentor students for the mentorship program.  
**Requesting Dept.:** Health Sciences and Athletics – Special Resource Center  
**Date(s):** 3/23/11 – 6/30/11  
**Financial Terms:** Cost not to exceed \$500  
Funded by the Career Technical Education Grant

3. **Contractor:** **ALLISUN KALE**  
**Services:** Contractor will develop a DVD for American Sign Language Program.  
**Requesting Dept.:** Health Sciences and Athletics - Special Resource Center  
**Date(s):** 4/19/11 – 6/30/11  
**Financial Terms:** Cost not to exceed \$5,000  
Funded by the Career Technical Education Grant

4. **Contractor:** **TISHA STOLIAR**



**Services:** Contractor will provide a workshop for the American Sign Language Program and mentor students for the mentorship program.

**Requesting Dept.:** Health Sciences and Athletics – Special Resource Center

**Date(s):** 3/9/11 – 6/10/11

**Financial Terms:** Cost not to exceed \$500  
Funded by the Career Technical Education Grant

**D. INTERNATIONAL STUDENT HEALTH INSURANCE**

It is recommended that the Board of Trustees approve continuing the international student health insurance through the current contracted carrier, Student Insurance. The District, through the International Student Program, requires all of its students to purchase health insurance from a carrier contracted by the District. There is no cost to the District as students pay this fee as part of their tuition. The cost for the coverage will be \$586 per student each six-month period. The contract is effective August 1, 2011 through July 31, 2012.

**E. PURCHASE ORDERS AND BLANKET PURCHASE ORDERS**

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

<b>P.O. Number</b>	<b>Vendor Name</b>	<b>Site Name</b>	<b>Description</b>	<b>P.O. Cost</b>
P0402823	Educational	TECHNOLOGY &	Non-Instruct Supplies	\$67.87
P0402829	4 Imprint	Nursing	Instructional Supplies	\$524.12
P0402837	CDW-G	Technical Services	Repairs Parts And Supplies	\$164.63
P0402845	Genesis Inc.	TECHNOLOGY &	Non-Instruct Supplies	\$169.59
P0402847	Carolina Biological	Life Sciences	Instructional Supplies	\$72.16
P0402855	Dell Marketing L. P.	2010-11 VP-Admin Svc	New Computer	\$540.76
P0402857	Dell Marketing L. P.	2010-11 VP-Admin Svc	New Computer	\$1,259.68
P0402898	Eldon R. Davidson	Ed & Community	Non-Instruct Supplies	\$884.59
P0402901	Office Max	2010-11 VP-Admin Svc	New Equipment -	\$417.04
P0402903	Staples	2010-11 VP-Admin Svc	New Equipment -	\$330.18
P0402904	Thomson Gale	Div Office Instr.	Library Books	\$2,843.49
P0402905	Thomson Gale	Div Office Instr.	Library Books	\$790.34
P0402906	World Book School &	Div Office Instr.	Library Books	\$1,101.23
P0402907	Omnigraphics	Div Office Instr.	Library Books	\$454.75
P0402909	Dell Marketing L. P.	2010-11 VP-Admin Svc	New Computer	\$1,965.86
P0402916	Paton Group	Information Technology	License Fee/Site Licenses	\$3,200.00
P0402917	Computerland of	Information Technology	Maintenance Contracts	\$2,713.57
P0402918	Kelly Paper Company	Copy Center	Non-Instruct Supplies	\$158.04
P0402922	Harland Technology	Information Technology	Maintenance Contracts	\$4,006.00
P0402927	Dell Marketing L. P.	Information Technology	Maintenance Contracts	\$17,986.06
P0402943	American Express	Speech	Transportation	\$5,176.80
P0402944	Monterey Graphics	Student Affairs	Non-Instruct Supplies	\$49.39
P0402945	Foundation for	Information Technology	Maintenance Contracts	\$2,000.00
P0402946	Ann M. Garten	Public Relations &	Telephone	\$475.69
P0402948	Postmaster	Ed & Community	Other Services And Expenses	\$370.00
P0402949	Amazon.Com	Institutional Research	Publications/ Periodicals And	\$21.31
P0402953	B & H Photo-Video	Campus Police	Maintenance Contracts	\$2,387.18
P0402965	Netop	Information Technology	License Fee/Site Licenses	\$4,531.68
P0402966	Ziotek	Ctr for Arts Promo	Non-Instruct Supplies	\$115.96

P0402970	Milton Security Group	Information Technology	Maintenance Contracts	\$1,794.00
P0402975	PC Mall Gov Inc.	Ctr for Arts Promo	New Equipment -	\$1,042.57
P0402988	AT&T Mobility	Health,Safety and Risk	Telephone	\$145.38
P0402994	Verizon Wireless	Health,Safety and Risk	Telephone	\$55.96
P0402995	Bradleys Plastic Bag	Life Sciences	Instructional Supplies	\$526.19
P0402997	Integral Anatomy	Life Sciences	Instructional Supplies	\$46.85
P0403007	Xpedx Paper &	Warehouse	Inventories, Stores, Prepaid I	\$3,503.22
P0403010	VS Athletics	Physical Education	Instructional Supplies	\$1,485.38
P0403011	Plato Learning	Information Technology	Maintenance Contracts	\$13,199.95
P0403013	Office Depot	V.P. Academic Affairs	Instructional Supplies	\$65.41
P0403016	PC Mall Gov Inc.	Ctr for Arts Production	Non-Instruct Supplies	\$59.24
P0403017	Freestyle Photographic	Photography	Instructional Supplies	\$1,389.54
P0403018	DataStream	Ctr for Arts Promo	New Equipment -	\$4,023.79
P0403020	Giust Gallery	Art Department	Repairs Parts And Supplies	\$1,245.55
P0403021	PC Mall Gov Inc.	Ctr for Arts Ticket Office	Non-Instruct Supplies	\$377.54
P0403022	Barrett Robinson Inc.	Art Department	Repairs Parts And Supplies	\$4,243.84
P0403024	Infoworks Technology	Music	Instructional Supplies	\$791.30
P0403029	Anixter	Information Technology	Non-Instruct Supplies	\$416.50
P0403031	CCS Presentation	Div Office Humanities	Instructional Supplies	\$1,635.52
P0403033	Spinitar Presentation	History	Instructional Supplies	\$2,924.74
P0403036	Scantron	Div Office Business	Instructional Supplies	\$151.62
P0403039	American Bar	Div Office Business	Non-Instruct Supplies	\$900.00
P0403041	Kim Bailly	Accreditation Support	Dues And Memberships	\$150.76
P0403042	Monica Gross	Accreditation Support	Dues And Memberships	\$340.81
P0403047	RW School Supply	Div Office BSSC	Other Instr Supplies	\$84.75
P0403050	CCPRO	Public Relations &	Conferences Mgmt	\$900.00
P0403056	Dell Marketing L. P.	Information Technology	New Computer	\$33,061.70
P0403061	Two Year College	Chemistry	Dues And Memberships	\$35.00
P0403062	OmniUpdate	Copy Center	Conferences Mgmt	\$250.00
P0403064	Optima, Inc.	Psychology	Instructional Supplies	\$586.00
P0403065	1099 Pro., Inc.	Fiscal Services	Contract Services	\$15,235.95
P0403066	Enterprise Rentals	Earth Sciences	Transportation	\$911.84
P0403071	Specialized Products	Information Technology	Non-Instruct Supplies	\$308.54
P0403072	Anixter	Information Technology	Non-Instruct Supplies	\$105.05
P0403073	Graybar Electric	Information Technology	Non-Instruct Supplies	\$637.22
P0403075	Code Blue Corporation	Information Technology	Non-Instruct Supplies	\$1,146.94
P0403076	A.M.P.S.S., Inc.	Facilities/Planning/Serv	Repairs Noninstructional	\$1,116.03
P0403077	Parker & Covert Llp	Institutional Services	Legal	\$13,121.50
P0403078	Community College	Div Office Instr.	Publications-Magazines	\$12,796.00
P0403079	Community College	Div Office Instr.	Publications-Magazines	\$11,958.00
P0403080	Community College	Div Office Instr.	Publications-Magazines	\$1,895.00
P0403081	Thomson Gale	Div Office Instr.	Library Books	\$1,797.39
P0403082	Chief, Cds Library of	Div Office Instr.	Library Books	\$30.00
P0403084	Thomson West	Div Office Instr.	Library Books	\$2,036.67
P0403085	Nolo Press	Div Office Instr.	Library Books	\$198.25
P0403088	Greentree Systems	Human Resources	Contract Services	\$22,029.00
P0403090	Xiamen Yiyuan Entry &	VP-SCA	Contract Services	\$250.00
P0403091	Entertainment Lighting	Earth Sciences	Instructional Supplies	\$102.97
P0403095	CDW-G	Earth Sciences	Instructional Supplies	\$296.02
P0403096	Amazon.Com	SRC Accessibility Fund	New Equipment -	\$429.90
P0403098	Edgt Inc.	Nursing	Instructional Supplies	\$300.00
P0403099	Fast Deer Bus Charter	Transfer Center	Transportation	\$844.19
P0403100	Training Systems, Inc	Career Center	Non-Instruct Supplies	\$15.00
P0403101	CFKR Career Material	Career Center	Non-Instruct Supplies	\$189.89
P0403103	Calif Instit for Nursing &	Nursing	Dues And Memberships	\$879.00

P0403112	CDW-G	Life Sciences	Instructional Supplies	\$296.02
P0403115	Matthew Bender	Div Office Instr.	Library Books	\$860.79
P0403123	CCS Presentation	Ed & Community	Contract Services	\$500.00
P0403124	Monterey Graphics	Student Affairs	Non-Instruct Supplies	\$426.45
P0403125	Barcode Discount	Ctr for Arts Promo	New Equipment -	\$275.84
P0403127	Mouser Electronics	Astronomy	Instructional Supplies	\$385.83
P0403131	Datatel, Inc.	Information Technology	Maintenance Contracts	\$1,062.50
P0403132	McMaster Carr	Physics	Instructional Supplies	\$115.57
P0403138	Mouser Electronics	Physics	Instructional Supplies	\$368.36
P0403143	Image IV Systems	English	Instructional Supplies	\$137.67
P0403145	Ejazzlines	Music	Instructional Supplies	\$363.06
P0403146	Brodart Co	Music Library	Library Books	\$162.13
P0403148	Ward's Natural Science	Earth Sciences	Instructional Supplies	\$139.05
P0403149	A-1 Office Concepts	Financial Aid	Non-Instruct Supplies	\$253.17
P0403150	Shop PBS	History	Instructional Supplies	\$90.24
P0403151	CDW-G	Internet Assistant	Non-Instruct Supplies	\$271.69
P0403155	USB Memory Direct	Ed & Community	Multi Media Advertising	\$1,112.50
P0403158	B & H Photo-Video	Div Office Fine Arts	Repairs Parts And Supplies	\$915.40
P0403159	Archival Products	Music	Repairs Parts And Supplies	\$2,231.23
P0403162	Sargent Welch	Physics	Instructional Supplies	\$1,326.87
P0403165	Redondo Beach Round	Public Relations &	Dues And Memberships	\$25.00
P0403171	Medical Waste	Hazmat	Waste Disposal	\$200.00
P0403174	Torrance Electronics	Air Conditioning And	Instructional Supplies	\$351.20
P0403175	Harbor Freight Tools	Air Conditioning And	Instructional Supplies	\$233.44
P0403177	El Segundo Chamber	Public Relations &	Dues And Memberships	\$100.00
P0403178	Kater-Crafts	Presidents Office	Other Services And Expenses	\$329.25
P0403181	Epic Production	Ctr for Arts Production	Non-Instruct Supplies	\$138.56
P0403182	Sitler's Suppliers, Inc.	Ctr for Arts Production	Non-Instruct Supplies	\$1,271.40
P0403183	Full Compass	Ctr for Arts Production	Non-Instruct Supplies	\$818.39
P0403184	J.D. Fields Lumber	Ctr for Arts Production	Non-Instruct Supplies	\$1,009.62
P0403185	Insight Media	Sociology	Instructional Supplies	\$138.60
P0403186	Dell Marketing L. P.	Technical Services	Repairs Parts And Supplies	\$3,024.08
P0403187	CDW-G	Technical Services	Repairs Parts And Supplies	\$1,701.38
P0403188	Computerland of	Technical Services	Repairs Parts And Supplies	\$763.31
P0403189	Harland Technology	Information Technology	Maintenance Contracts	\$688.00
P0403190	Namifiers	Physical Education	Instructional Supplies	\$409.63
P0403192	Rand McNally	Anthropology	Instructional Supplies	\$438.88
P0403194	Dell Marketing L. P.	V.P. Academic Affairs	New Equip - Noninstr \$5k less	\$336.25
P0403203	CISOA	Information Technology	Conferences Mgmt	\$375.00
P0403204	American Express	Information Technology	Transportation/ Mileage And	\$381.40
P0403209	Thompson West	Purchasing and	Publications/ Periodicals And	\$60.00
P0403210	Monterey Graphics	Physical Education	Instructional Supplies	\$493.90
P0403213	CI Solutions	Technical Services	Repairs Parts And Supplies	\$64.88
P0403222	Monterey Graphics	Architectural	Instructional Supplies	\$49.39
P0403223	Thomas M. Fallo	Presidents Office	Non-Instruct Supplies	\$35.41
P0403225	CDW-G	Facilities/Planning/Serv	New Equipment -	\$202.06
P0403226	WALLCUR INC	Nursing	Instructional Supplies	\$79.09
P0403227	Pinnacle Technology	Nursing	Instructional Supplies	\$102.40
P0403229	McKesson Medical	Nursing	Instructional Supplies	\$157.38
P0403231	Childbirth Graphics	Nursing	Instructional Supplies	\$136.06
P0403235	Monterey Graphics	Warehouse	Inventories, Stores, Prepaid I	\$1,851.21
P0403236	Pocket Nurse	Nursing	Instructional Supplies	\$3,496.61
P0403242	Thomson West	Counseling Office	Publications/ Periodicals And	\$69.14
P0403243	Liberty Paper	Warehouse	Inventories, Stores, Prepaid I	\$18,086.80

P0403244	A-1 Coast Rentals	Facilities/Planning/Serv	Repairs Noninstructional	\$102.42
P0403251	SurveyMonkey.Com	English	Contract Services	\$200.00
P0403253	Freestyle Photographic	Photography	Instructional Supplies	\$201.70
P0403254	Freestyle Photographic	Photography	Instructional Supplies	\$285.55
P0403259	Harris Infosource	Div Office Instr.	Library Books	\$227.31
P0403261	AT&T Consulting	Information Technology	Maintenance Contracts	\$24,000.00
P0403268	Denoyer Geppert	Learning Center	Instructional Supplies	\$361.08
P0403269	Staples Advantage	Learning Center	Instructional Supplies	\$57.13
P0403273	Innovative Interfaces,	Div Office Instr.	Publications-Magazines	\$490.00
P0403275	Intelcom	Instructional Television	Other Services And Expenses	\$1,500.00
P0403278	Laerdal Medical	Nursing	Instructional Supplies	\$325.75
P0403286	BSN	Physical Education	Instructional Supplies	\$614.73
P0403287	Gable House Bowl	Physical Education	Instructional Supplies	\$25.00
P0403288	Orange County	Ctr for Arts Production	Repairs Parts And Supplies	\$126.21
P0403289	Dynatronics, Corp.	Physical Education	Instructional Supplies	\$150.49
P0403292	Klein Environmental	Physical Education	Instructional Supplies	\$599.76
P0403294	Grainger	Physical Education	Repairs Parts And Supplies	\$317.03
P0403296	Cal Tech Copier, Inc.	Purchasing and	Repairs Noninstructional	\$492.42
P0403299	Bone Clones	Anthropology	Instructional Supplies	\$232.01
P0403301	Tomark Sports, Inc.	Physical Education	Instructional Supplies	\$619.48
P0403302	Sargent Welch	Chemistry	Instructional Supplies	\$1,072.14
P0403321	Universal Part	Ctr for Arts Promo	Non-Instruct Supplies	\$199.92
P0403322	Turning Point	Nursing	Instructional Supplies	\$1,355.90
P0403324	Amazon.Com	Ctr for Arts Promo	Non-Instruct Supplies	\$215.25
P0403329	Ash Enterprises	V.P. Academic Affairs	Repairs - Instructional	\$2,200.00
P0403331	Bruce E. Hoerning	Facilities/Planning/Serv	Non-Instruct Supplies	\$346.81
P0403334	Gravic, Inc	Institutional Research	Non-Instruct Supplies	\$400.00
P0403341	Canon Business	Fire Academy 06-07	Repairs - Instructional	\$70.43
P0403343	Christopher Brennan	Ctr for Arts Instr/Admin	Contract Services	\$500.00
P0403344	California Pro Sports	Physical Education	Instructional Supplies	\$733.23
P0403346	Chef Shafer's Depot	TECHNOLOGY &	Contract Services	\$5,998.00
P0403347	Ryugaku Journal, Inc.	VP-SCA	Contract Services	\$3,500.00
P0403348	Litz USA Student	VP-SCA	Contract Services	\$1,000.00
P0403350	ETHINK	VP-SCA	Contract Services	\$250.00
P0403352	Education Abroad Ltd	VP-SCA	Contract Services	\$250.00
P0403354	Bluechip Sports &	VP-SCA	Contract Services	\$1,250.00
P0403357	Gunther Athletic Service	Physical Education	Instructional Supplies	\$669.04
P0403358	Channing L. Bete Co.	Physical Education	Instructional Supplies	\$284.77
P0403360	Shred-It California	Div Office Business	Non-Instruct Supplies	\$800.00
P0403371	International Education	VP-SCA	Contract Services	\$1,000.00
P0403373	Salem Press	Div Office Instr.	Library Books	\$543.26
P0403378	Amazon.Com	Division Office Math	Instructional Supplies	\$149.00
P0403379	Monterey Graphics	Commencement	Indirect Supplies	\$5,476.53
P0403383	Hunter Service~Jack	Automotive Technology	Repairs - Instructional	\$95.00
P0403385	Monterey Graphics	Electronics	Instructional Supplies	\$49.39
P0403386	Meg Partridge Llc	Instructional Television	Instructional Supplies	\$114.75
P0403387	Bullfrog Films	Instructional Television	Instructional Supplies	\$137.50
P0403395	UCLA Center for	Paramedic Academy	Contract Services	\$5,016.00
P0403399	Southwestern Bag	Ctr for Arts Production	Non-Instruct Supplies	\$1,127.15
P0403402	Gaylord Brothers, Inc.	Learning Center	Instructional Supplies	\$328.59
P0403407	Monterey Graphics	Purchasing and	Non-Instruct Supplies	\$548.75
P0403413	CPP	Career Center	Non-Instruct Supplies	\$185.00
P0403434	Crucial Technology	Technical Services	Repairs Parts And Supplies	\$2,447.53
P0403452	Time Clock Sales and	Admissions/Recors	Maintenance Contracts	\$236.00

P0403456	Fast Deer Bus Charter	Outreach and School	Transportation	\$624.00
P0403461	Datatel, Inc.	Information Technology	License Fee/Site Licenses	\$24,410.00
P0403530	CACCRAO	Counseling Office	Conferences Mgmt	\$195.00

**Fund 11 Total: 195**

**\$362,460.53**

**Fund 12 Restricted - El Camino**

P0402830	Pocket Nurse	EGADNP-10-0116	Instructional Supplies	\$8,282.13
P0402876	Auralog Inc.	Humanities	Computer Software Account	\$10,373.85
P0402899	PC Mall Gov Inc.	WPLRC Industry Driven	Software	\$328.15
P0402900	Campus Food Services	(STCW) Standards for	Non-Instruct Supplies	\$109.75
P0402902	Articulate	WPLRC Industry Driven	Software	\$699.00
P0402910	American Nautical	(STCW) Standards for	Other Books	\$191.90
P0402911	Fast Deer Bus Charter	South Bay Children's	Transportation	\$1,088.46
P0402915	Wiser, Llc	ECP (YEP) Grant	License Fee/Site Licenses	\$1,000.00
P0402920	American Express	Matching - IDRC, etc.	Transportation/ Mileage And	\$625.80
P0402926	Campus Food Services	Community	Non-Instruct Supplies	\$350.00
P0402928	Tooling U	RTF Grant #08-332-046	License Fee/Site Licenses	\$3,062.50
P0402939	Dawn A. Reid	EOPS	In-Service Training	\$151.02
P0402942	Brenda J. Jackson	EOPS	In-Service Training	\$175.27
P0402950	South Bay Training	Parking-Student	In-Service Training	\$75.00
P0402951	Bothwell Automotive,	Parking-Student	Repairs Non Instr	\$1,082.64
P0402952	Zarc International, Inc.	Parking-Student	Non-Instruct Supplies	\$477.41
P0402955	Roc Gear, Inc.	Title V - SMCC - Math	Instructional Supplies	\$397.61
P0402956	Behavior Analysis	Parking-Student	In-Service Training	\$944.00
P0402960	South Bay Municipal	Parking Violations DMV	Other Services And Expenses	\$5,073.00
P0402961	Staples Advantage	Parking-Student	Non-Instruct Supplies	\$281.71
P0402963	B & H Towing	Parking-Student	Repairs Non Instr	\$50.00
P0402968	Sign a Rama	Faculty & Staff Diversity	Non-Instruct Supplies	\$251.51
P0402969	Amazon.Com	WPLRC Industry Driven	Software	\$66.30
P0402977	American Express	CalWORKS Regional	Conferences Other	\$237.40
P0402978	American Express	CalWORKS Regional	Conferences Other	\$137.10
P0402984	A-1 Office Concepts	STEM transfer-Hispanic	Non Inst Comp Eq less than	\$273.28
P0402986	Bio Rad Laboratories	STEM transfer-Hispanic	Instructional Supplies	\$97.00
P0402996	Edvotek	STEM transfer-Hispanic	Instructional Supplies	\$118.60
P0402998	Spectrum Industries,	STEM transfer-Hispanic	Non Inst Comp Eq less than	\$1,526.23
P0403000	Mateo J. Arguelles	Parking-Student	Dry Cleaning	\$23.70
P0403023	MSC Industrial Supply	Community	Non-Instruct Supplies	\$3,096.19
P0403026	Winter	Teacher Preparation	Conferences Faculty	\$2,000.00
P0403030	CCS Presentation	Community	New Equip - Noninstr \$5k less	\$2,171.88
P0403035	Imperial Media	RITP Prog Training	Reproduction -	\$497.57
P0403037	Videotape Products	VP AA	New Equipmen-Instr. \$5k less	\$1,313.72
P0403038	The Apple Store	VP AA	Instr.CompEquip less than\$5k	\$2,830.14
P0403040	Dell Computer	DSPS	Instructional Supplies	\$150.13
P0403048	Leland	(STCW) Standards for	Non-Instruct Supplies	\$248.89
P0403049	Targets Online	Parking-Student	Non-Instruct Supplies	\$240.48
P0403083	The Apple Store	STEM transfer-Hispanic	Non Inst Comp Eq less than	\$10,593.08
P0403086	Fast Deer Bus Charter	STEM transfer-Hispanic	Transportation	\$3,791.19
P0403092	Campus Food Services	Faculty & Staff Diversity	Non-Instruct Supplies	\$140.77
P0403094	Amazon.Com	Terminal Island -	Other Books	\$1,020.00
P0403097	Campus Food Services	Faculty & Staff Diversity	Non-Instruct Supplies	\$265.32
P0403106	Amazon.Com	Aerospace Conference	Non-Instruct Supplies	\$1,150.00
P0403109	A-1 Office Concepts	STEM transfer-Hispanic	Non Inst Comp Eq less than	\$273.28
P0403111	Campus Food Services	STEM transfer-Hispanic	Non-Instruct Supplies	\$244.47
P0403121	Campus Food Services	VTEA Title II Tech Prep	Non-Instruct Supplies	\$879.00

P0403122	CCCAOE	CTE II-grant	Conferences Other	\$395.00
P0403126	Naylor Publications,	El Camino Language	Multi Media Advertising	\$300.00
P0403128	American Express	CTE II-grant	Transportation/ Mileage And	\$381.40
P0403129	Dell Marketing L. P.	WPLRC Industry Driven	New Equipment -	\$1,335.65
P0403130	Dell Marketing L. P.	RTF Grant #08-332-046	New Computer	\$1,178.50
P0403133	Dell Marketing L. P.	VATEA Business	Instr.CompEquip less than\$5k	\$22,031.73
P0403134	CDS2	STEM transfer-Hispanic	Conferences Other	\$550.00
P0403135	SDSU Research	Aerospace Conference	Non-Instruct Supplies	\$1,486.47
P0403136	CCCAOE	CTE II-grant	Conferences Other	\$445.00
P0403137	Uhak.Com	El Camino Language	Contract Services	\$1,000.00
P0403140	Lakeshore Learning	Child Development	Instructional Supplies	\$293.57
P0403141	CCCAOE	CTE II-grant	Conferences Other	\$445.00
P0403156	Imperial Media	Sign Language	Reproduction Instructional	\$1,735.28
P0403164	Media Fabricators Inc	Fine Arts Dntn-Dance	Equipment Rental	\$252.43
P0403176	CCCAOE	CTE II-grant	Conferences Other	\$200.00
P0403179	American Express	CTE II-grant	Conferences Other	\$276.40
P0403180	Barrett Robinson	Strategic Priority	Non-Instruct Supplies	\$1,644.71
P0403191	Dell Marketing L. P.	Community	New Equip - Noninstr \$5k less	\$17,846.48
P0403193	Marriott Washington	STEM transfer-Hispanic	Conferences Other	\$880.50
P0403195	American Express	STEM transfer-Hispanic	Conferences Other	\$662.40
P0403196	MPR	Health Services	Other Books	\$89.00
P0403198	Campus Food Services	YESS Grant	Non-Instruct Supplies	\$200.00
P0403199	California Community	Foster Care Ed 03-04	Conferences Other	\$200.00
P0403201	American Express	Foster Care Ed 03-04	Conferences Other	\$50.00
P0403202	Doubletree Hotel Fess	Foster Care Ed 03-04	Conferences Other	\$362.18
P0403207	Channing L. Bete Co.	HSA	New Equipmen-Instr. \$5k less	\$1,151.88
P0403208	What's Up for Kids, Llc	Community Education	Multi Media Advertising	\$350.00
P0403211	UBM Global Trade, Inc.	ECP (YEP) Grant	License Fee/Site Licenses	\$3,984.00
P0403212	CCCAOE	CTE II-grant	Conferences Other	\$445.00
P0403224	El Camino College	Faculty & Staff Diversity	Professional Growth Poa	\$1,000.00
P0403228	Badge Printers of	Parking-Student	Non-Instruct Supplies	\$78.45
P0403230	Badge Printers of	Parking-Student	Non-Instruct Supplies	\$176.90
P0403233	Monterey Graphics	Parking-Student	Non-Instruct Supplies	\$960.31
P0403234	Bothwell Automotive,	Parking-Student	Repairs Non Instr	\$930.72
P0403240	Joshua S. Armstrong	Parking-Student	In-Service Training	\$395.00
P0403245	CDS2	TitleV-Improving	Conferences Mgmt	\$550.00
P0403246	Marriott Washington	TitleV-Improving	Conferences Mgmt	\$880.50
P0403247	American Express	TitleV-Improving	Conferences Mgmt	\$550.00
P0403255	Susan D. Brouillette	DSPS	Instructional Supplies	\$22.48
P0403270	Enterprise Rent-A-Car	TitleV-Improving	Conferences Mgmt	\$216.39
P0403274	Van Lingen Towing	Parking-Student	Repairs Non Instr	\$25.00
P0403276	Hot Spot Promotions	EOPS CARE	Non-Instruct Supplies	\$2,679.37
P0403285	The Council of State	Responsive Training	Conferences Mgmt	\$350.00
P0403293	American Express	Foster Care Ed 03-04	Conferences Other	\$172.17
P0403300	Campus Food Services	STEM transfer-Hispanic	Non-Instruct Supplies	\$420.62
P0403303	Fastsigns	Community Education	Non-Instruct Supplies	\$333.63
P0403311	Gradshirts	MESA Program	Non-Instruct Supplies	\$395.10
P0403312	LA Area Chamber of	Responsive Training	Contributions	\$500.00
P0403317	El Camino College	Faculty & Staff Diversity	Contributions	\$3,000.00
P0403330	Paper Direct	(STCW) Standards for	Non-Instruct Supplies	\$214.25
P0403332	Campus Food Services	(STCW) Standards for	Non-Instruct Supplies	\$219.50
P0403340	The Edward Lowe	SBDC Program Income	Other Services And Expenses	\$600.00
P0403342	Computerland of	WPLRC Industry Driven	Software	\$121.27
P0403345	Fred Pryor Seminars	SBDC Program Income	Conferences Other	\$119.00
P0403349	Fred Pryor Seminars	SBDC Program Income	Conferences Other	\$119.00
P0403356	American Security Rx	Health Services	Non-Instruct Supplies	\$202.66

P0403363	Amazon.Com	Sign Language	Instructional Supplies	\$371.98
P0403364	Computerland of	Sign Language	Computer Software Account	\$9,760.00
P0403365	Discount School	Sign Language	Instructional Supplies	\$472.47
P0403366	Amazon.Com	Sign Language	Instructional Supplies	\$498.55
P0403369	Wilmington Chamber	SBDC Program Income	Dues And Memberships	\$100.00
P0403397	National Promotions &	Community Education	Non-Instruct Supplies	\$1,477.00
P0403401	Hot Spot Promotions	Community Education	Non-Instruct Supplies	\$2,536.78
P0403406	South Bay Municipal	Parking Violations DMV	Other Services And Expenses	\$5,223.00
P0403409	Van Lingen Towing	Parking-Student	Repairs Non Instr	\$50.00
P0403410	Insight Systems	STEM transfer-Hispanic	Non Inst Comp Eq less than	\$5,028.75
P0403412	Regents UC	STEM transfer-Hispanic	Conferences - Student	\$274.56
P0403414	Office Depot	CTE II-grant	Non-Instruct Supplies	\$641.54
P0403415	Amazon.Com	Teacher Preparation	Instructional Supplies	\$388.15
P0403420	Guillermo Hinojosa	EOPS CARE	Contract Services	\$350.00
P0403422	Laura M. Narvaez	EOPS CARE	Contract Services	\$400.00
P0403424	University Park Inn &	STEM transfer-Hispanic	Conferences - Student	\$1,084.47
P0403427	Best Western All Suites	STEM transfer-Hispanic	Conferences - Student	\$1,320.40
P0403429	Woodfin Suites Hotel	STEM transfer-Hispanic	Conferences - Student	\$399.84
P0403430	Campus Food Services	CTE II-grant	Non-Instruct Supplies	\$283.03
P0403436	Department of General	Parking-Student	Contract Services	\$0.00
P0403446	Joshua S. Armstrong	Parking-Student	Non-Instruct Supplies	\$520.30
P0403448	B & H Towing	Parking-Student	Repairs Non Instr	\$25.00
P0403464	Fast Deer Bus Charter	Math Sci Teacher	Transportation/ Mileage And	\$800.00
P0403466	Patricia Fairchild	Teacher Preparation	Instructional Supplies	\$37.36
P0403470	UC Regents	STEM transfer-Hispanic	Conferences - Student	\$320.00
P0403543	Campus Food Services	RTF - 08/09-332-039	Instructional Supplies	\$100.97

**Fund 12 Total: 130**

**\$176,325.48**

**Fund 15 General Fund -Special Programs**

P0402859	Dell Marketing L. P.	2010-11 VP-Admin Svc	New Equipment - Instructional	\$630.63
P0402861	The Apple Store	2010-11 VP-Admin Svc	New Computer	\$2,091.83
P0402878	A-1 Office Concepts	2010-11 VP-Admin Svc	New Equipment - Instructional	\$350.10
P0402879	Staples Advantage	2010-11 VP-Admin Svc	New Equipment - Instructional	\$926.48
P0402880	Versare Portable	2010-11 VP-Admin Svc	New Equipment - Instructional	\$152.55
P0402881	Staples Advantage	2010-11 VP-Admin Svc	Non-Instruct Supplies	\$1,158.96
P0402882	Allposters.Com, Inc	2010-11 VP-Admin Svc	Instructional Supplies	\$262.35
P0402884	Instructional Images	2010-11 VP-Admin Svc	Instructional Supplies	\$35.28
P0402913	Ward's Natural Science	2010-11 VP-Admin Svc	New Equipment - Instructional	\$930.14
P0402914	Insight Systems	Administrative Services	New Computer	\$6,026.50
P0402921	Dell Marketing L. P.	2010-11 VP-Admin Svc	New Computer	\$1,081.52
P0402957	Staples Advantage	Campus Police	New Equipment -	\$855.39
P0402958	Wright Line	Campus Police	New Equipment -	\$1,794.59
P0402959	B & H Photo-Video	Campus Police	New Equipment -	\$1,038.52
P0402967	Law Offices of Larry	Institutional Services	Legal	\$1,462.50
P0402974	MakerBot Industries	2010-11 VP-Admin Svc	Instructional Supplies	\$1,585.64
P0402989	CDW-G	2010-11 VP-Admin Svc	New Equipment - Instructional	\$63.66
P0402990	CDW-G	2010-11 VP-Admin Svc	New Computer	\$127.31
P0403003	Shapetools, Llc	2010-11 VP-Admin Svc	New Equipment - Instructional	\$3,287.01
P0403008	Staples Advantage	2010-11 VP-Admin Svc	Non-Instruct Supplies	\$110.63
P0403032	Simplot Partners	Grounds	Non-Instruct Supplies	\$3,190.21
P0403054	Barnes & Noble	2010-11 VP-Admin Svc	Instructional Supplies	\$330.57
P0403113	Ward's Natural Science	2010-11 VP-Admin Svc	New Equipment - Instructional	\$254.66
P0403117	A-1 Office Concepts	2010-11 VP-Admin Svc	New Equipment - Instructional	\$7,231.53
P0403120	Public Agency Law	Institutional Services	Legal	\$752.62
P0403142	Public Agency Law	Institutional Services	Legal	\$1,790.80

P0403173	Grainger	Electric Shop	New Equipment -	\$4,324.47
P0403200	Balloon Expressions	Div Office-Studnt	Non-Instruct Supplies	\$550.95
P0403206	Global Datebooks	Div Office-Studnt	Non-Instruct Supplies	\$515.83
P0403217	U Name It	Div Office-Studnt	Non-Instruct Supplies	\$6,622.08
P0403250	Auralog Inc.	2010-11 VP-Admin Svc	New Equipment - Instructional	\$6,078.94
P0403252	CCS Presentation	Staff Development	New Equipment -	\$9,616.49
P0403272	CDW-G	Campus Police	New Equipment -	\$876.54
P0403277	A-1 Office Concepts	2010-11 VP-Admin Svc	New Equipment - Instructional	\$8,645.18
P0403304	Dell Marketing L. P.	Staff Development	New Equipment -	\$1,424.39
P0403418	Dell Marketing L. P.	Information Technology	New Computer	\$1,105.97
P0403419	Dell Marketing L. P.	Information Technology	New Computer	\$984.49

**Fund 15 Total: 37** **\$78,267.31**

**Fund 33 Child Development**

P0403497	Mad Science of Los	CDC Donations	Other Services And Expenses	\$535.00
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**Fund 33 Total: 1** **\$535.00**

**Fund 41 Capital Outlay**

P0402919	Allsteel, Inc.	Classroom&Office	Buildings	\$27,523.04
P0403172	Schindler Elevator	Repairs, Remove	Repairs Noninstructional	\$1,237.96
P0403215	National Roofing	Roof Repairs &	Repairs Noninstructional	\$4,550.00

**Fund 41 Total: 3** **\$33,311.00**

**Fund 62 Property & Liability**

P0402999	Steven H. Haney, A Law	Purchasing and	Liability - Self Insurance	\$70,560.47
P0403060	Rosemary Swade	Purchasing and	Liability - Self Insurance	\$2.73

**Fund 62 Total: 2** **\$70,563.20**

**Fund 72 Student Representation Fee**

P0402947	American Express	Student Affairs	Advocacy Activities-ASO Rep	\$2,199.60
P0403152	American Express	Student Affairs	Conferences - Student	\$1,457.00
P0403153	Doubletree Hotel	Student Affairs	Conferences - Student	\$606.12
P0403154	Academic Senate for	Student Affairs	Conferences - Student	\$880.00

**Fund 72 Total: 4** **\$5,142.72**

**Fund 79 Auxiliary Services**

P0402929	Joseph J. Derthick	Fine Arts	Non-Instruct Supplies	\$150.00
P0402930	Patricia D. Mack	Fine Arts	Non-Instruct Supplies	\$85.00
P0402931	Karen Lawrence	Fine Arts	Non-Instruct Supplies	\$85.00
P0402932	Sandra J. Nitchman	Fine Arts	Non-Instruct Supplies	\$75.00
P0402933	Victoria R. Carr	Fine Arts	Non-Instruct Supplies	\$95.00
P0402934	Allyson Dvir	Fine Arts	Non-Instruct Supplies	\$95.00
P0402935	Valencia Mitchell	Fine Arts	Non-Instruct Supplies	\$95.00
P0402936	Katrina M. Castellano	Fine Arts	Non-Instruct Supplies	\$75.00



P0402937	Greg Lee	Fine Arts	Non-Instruct Supplies	\$125.00
P0402938	Deborah B. Minnichelli	Fine Arts	Non-Instruct Supplies	\$75.00
P0402940	Doubletree Hotel	Humanities	Non-Instruct Supplies	\$2,751.00
P0402941	Journalism Association	Humanities	Non-Instruct Supplies	\$3,000.00
P0403102	Source Professional	Counseling Office	Non-Instruct Supplies	\$954.46
P0403104	Fast Deer Bus Charter	Counseling Office	Non-Instruct Supplies	\$540.50
P0403105	Fast Deer Bus Charter	Counseling Office	Non-Instruct Supplies	\$509.07
P0403160	Amy L. Wolff	Fine Arts	Non-Instruct Supplies	\$150.00
P0403161	Richard E. Alleshouse	Fine Arts	Non-Instruct Supplies	\$100.00
P0403257	Foundation for	Counseling Office	Non-Instruct Supplies	\$170.00
P0403258	Campus Food Services	Counseling Office	Non-Instruct Supplies	\$164.63
P0403263	Kimberly Wilkinson	Fine Arts	Non-Instruct Supplies	\$2,000.00
P0403264	Bryan E. Bates	Fine Arts	Non-Instruct Supplies	\$300.00
P0403265	Kenneth W. Lefort	Fine Arts	Non-Instruct Supplies	\$100.00
P0403266	Christian G. Le May	Fine Arts	Non-Instruct Supplies	\$500.00
P0403295	Courtney T. Mattheis	Fine Arts	Non-Instruct Supplies	\$200.00
P0403310	Miriam J. Alario	Fine Arts	Non-Instruct Supplies	\$300.00
P0403313	Kimberly Wilkinson	Fine Arts	Non-Instruct Supplies	\$1,000.00
P0403314	Patty Briles	Fine Arts	Non-Instruct Supplies	\$300.00
P0403315	William J. Georges	Fine Arts	Non-Instruct Supplies	\$300.00
P0403316	Christine Stahl	Fine Arts	Non-Instruct Supplies	\$400.00
P0403380	Herff Jones, Inc.	Student Affairs	Non-Instruct Supplies	\$894.22
P0403381	Fast Deer Bus Charter	Student Affairs	Non-Instruct Supplies	\$882.08
P0403382	Susan B. Einstein	Fine Arts	Non-Instruct Supplies	\$329.25
P0403451	Fast Deer Bus Charter	Counseling Office	Non-Instruct Supplies	\$435.00

**Fund 79 Total: 33** **\$17,235.21**

**Fund 82**      **Scholarships & Trust/Agency**

P0402985	International E-Z Up,	Health Sciences and	Fundraising	\$1,428.53
P0403009	The Hitt Companies,	Health Sciences and	Fundraising	\$73.70
P0403012	Provantage	Health Sciences and	Fundraising	\$848.74
P0403034	Norcal Swim Shop	Health Sciences and	Fundraising	\$199.31
P0403087	Gunther Athletic Service	Health Sciences and	Fundraising	\$451.81
P0403166	Lincoln Equipment Inc.	Health Sciences and	Fundraising	\$4,221.06
P0403197	Sports Imports	Health Sciences and	Fundraising	\$261.25
P0403290	Computerland of	Health Sciences and	Fundraising	\$121.27

**Fund 82 Total: 8** **\$7,605.67**

**PO Funds Total: 413** **\$751,446.12**

**Fund 11**      **Unrestricted - El Camino**

B0403351	Bennett Gardening	Grounds	Repairs Noninstructional	\$5,325.00
B0410972	Hughes Supply, Inc.	Construction	Instructional Supplies	\$2,148.00
B0410973	Crenshaw Lumber	Construction	Instructional Supplies	\$1,849.00
B0410974	Crenshaw Lumber	Construction	Instructional Supplies	\$809.00
B0410977	Facebook	Public Relations &	Multi Media Advertising	\$25,000.00
B0410978	Larry's Concrete	Facilities/Planning/Serv	Repairs Noninstructional	\$2,000.00
B0410992	ECCD Petty Cash	Div Office Instr.	Library Books	\$800.00
B0410993	ECCD Petty Cash	TECHNOLOGY &	Non-Instruct Supplies	\$300.00
B0411009	E.C.C. Public	Nursing	Non-Instruct Supplies	\$40.00

B0411018	CDW-G	Technical Services	Repairs Parts And Supplies	\$3,000.00
B0411019	Electronics School	Electronics	Instructional Supplies	\$1,100.00
B0411020	Crenshaw Lumber	Architectural	Instructional Supplies	\$2,000.00
B0411028	Graphaids	Architectural	Instructional Supplies	\$1,200.00
B0411032	HD Supply	Environmental Tech	Instructional Supplies	\$2,400.00
B0411033	MDesigns Productions,	V.P. Academic Affairs	Contract Services	\$1,900.00

**Fund 11 Total: 15** **\$49,871.00**

**Fund 12 Restricted - El Camino**

<del>B0410982</del>	<del>Wadhy A. Solano</del>	<del>STEM transfer Hispanic</del>	<del>PSA Contract Services</del>	<del>\$12,000.00</del>
<del>B0410983</del>	<del>Katie L. Turner Adams</del>	<del>STEM transfer Hispanic</del>	<del>PSA Contract Services</del>	<del>\$5,000.00</del>

\*Items pulled and no substitutions were made.

B0411010	Compressed Air	Fire Tech Donations &	Repairs - Instructional	\$941.34
B0411011	Executive Fire	Fire Tech Donations &	Repairs - Instructional	\$1,200.00
B0411015	Elearnovations.Com	WPLRC State	Contract Services	\$15,000.00
B0411017	Edwin Pasache	Community	PSA Contract Services	\$15,000.00
B0411023	ECCD Petty Cash	Matching - IDRC, etc.	Non-Instruct Supplies	\$250.00
B0411024	Los Angeles Sparks	Community Education	Non-Instruct Supplies	\$260.00
B0411026	E.C.C. Public	Responsive Training	Printing	\$190.00
B0411027	1601 PCH, L.P.	SBDC Program Income	Building Rental	\$1,100.00
B0411029	L N Curtis & Sons	Fire Tech Donations &	Repairs - Instructional	\$2,000.00
B0411031	Allisun Kale	Sign Language	PSA Contract Services	\$5,000.00
B0411034	Campus Food Services	Math Sci Teacher	Instructional Supplies	\$800.00
B0411035	ECCD Petty Cash	NSF-Aerospace Mfg Ed	Non-Instruct Supplies	\$250.00

**Fund 12 Total: 14** **\$58,991.34**

**Fund 41 Capital Outlay**

B0410975	Performance Pipeline	Building Systems	Buildings	\$9,250.00
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**Fund 41 Total: 1** **\$9,250.00**

**Fund 79 Auxiliary Services**

B0410994	America's Trophy	Humanities	Non-Instruct Supplies	\$320.00
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**Fund 79 Total: 1** **\$320.00**

**BPO Funds Total: 31** **\$118,432.34**

**Grand Total POs and BPOs: 444** **\$869,878.46**

ECC 2011-12 Budget Planning Proposal

Budget Reductions (Fund 11)	\$7 million Option #1 18,005 FTES	\$10.9 million Option #2 17,285 FTES	\$17.5 million Option 3 16,005 FTES
Section Reductions (@4.11 FTES per)	195	370	681
Section Reductions @ \$5,000 each	0.975	1.850	3.405
Contribution to General Fund from Fund 15	0.800	0.800	0.800
Freeze 5 Management (incl. Assoc. Deans)	0.650	0.650	0.650
Freeze Faculty Positions @\$50,000 (net)	0.500	0.750	1.200
Reduce Pt-Time Parity to State Contrib.	0.441	0.441	0.441
Freeze Classified Positions	0.420	0.630	1.190
Reduce Hourly Class/Casual/Student Worker	0.140	0.320	0.520
Reduce Non-Teaching Hourly	0.060	0.060	0.100
Vacancy Savings (timing)	0.100	0.100	0.100
Health Insurance (timing)	0.110	0.110	0.110
Inglewood Center	0.100	0.100	0.100
Utilities	0.080	0.080	0.080
Eliminate Printed Schedules	0.143	0.143	0.143
Eliminate Capital Expenditures	0.580	0.580	0.580
Reduce Travel/Conferences	0.121	0.166	0.221
Reduce Advertising	0.040	0.050	0.060
SUB-TOTAL	5.260	6.830	9.700
NEGOTIATION RELATED:			
*Reduce Winter Session Ancillary Costs	X	X	X
*Eliminate Sabbaticals (net)	X	X	X
*Employee Share Health Care	X	X	X
*Freeze Step & Column	--	X	X
*Furloughs for All (@\$292,000 per day)	--	X	X
SUB-TOTAL	0.740	2.200	3.500
General Fund Reserve Reduction	1.000	1.870	4.300
SUB-TOTAL	1.000	1.870	4.300
<b>TOTAL</b>	<b>7.000</b>	<b>10.900</b>	<b>17.500</b>

Note: \*Items requiring negotiations

Notes: to PBC March 3; to College Council March 7; to IBC March 8; to Management Group March 17; to Board March 21

**THESE ESTIMATES WILL CHANGE**

Questions or comments may be submitted online: [www.elcamino.edu/budgetupdate/index.asp](http://www.elcamino.edu/budgetupdate/index.asp)

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

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B. Contract – Psomas Engineering – Ongoing Engineering Services.....	47
C. Purchase Orders and Blanket Purchase Orders.....	48

## Administrative Services – Measure E Bond Fund

### A. CATEGORY BUDGETS AND BALANCES

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

The following table reports Measure E expenditures and commitments through March 31, 2011.

CATEGORY	BUDGET	EXPENDED	COMMITTED	BALANCE
<b><u>Additional Classrooms and Modernization</u></b>				
Acquisitions	\$705,867	\$705,867	\$0	\$0
Architectural Barrier Removal Phase 2	18,520	18,520	0	0
Athletic Education and Fitness Complex	42,223,638	451,538	29,739	41,742,361
Bookstore/Cafeteria Conversion to Admin.	10,868,608	8,901,536	247,805	1,719,267
Math & Business Building Replacement	36,942,427	12,372,909	16,364,098	8,205,421
Central Plant	14,545,000	14,292,482	73,175	179,343
Child Development Center Phase 2	30,470	30,470	0	0
Crenshaw Blvd. Frontage Enhancement	13,373	13,373	0	0
Fire Academy Structure	164,893	164,893	0	0
Fire Program Facility	1,651	1,651	0	0
Humanities Complex Replacement	30,552,368	30,026,601	318,604	207,163
Learning Resource Center Addition	5,099,964	5,041,952	27,456	30,556
MBB Parking Structure & Entrance	35,431,214	69,212	0	35,362,002
Remodeling Phase One-Three	850,766	842,216	8,549	0
Science Complex Renovation	7,116,726	6,672,300	0	444,426
Student Services and Activities Replacement	41,077,921	1,965,264	0	39,112,657
Temporary Space and Relocation Costs	3,467,718	3,468,216	-499	0
Signage and Wayfinding	1,295,309	417,932	128,975	748,403
Architectural Planning Contingency	5,000,000	4,993	3,507	4,991,500
<b>Total Additional Classrooms Modernization</b>	<b><u>\$235,406,433</u></b>	<b><u>\$85,461,926</u></b>	<b><u>\$17,201,409</u></b>	<b><u>\$132,743,098</u></b>
<b><u>Campus Site Improvements: Accessibility, Safety / Security</u></b>				
Asphalt Resurfacing - All Lots	\$400,000	\$14,975	\$0	\$385,025
Emergency Generators and Distribution	116,173	116,173	0	0
Emergency Power to Security Lighting	4,289	4,289	0	0
Entrance - Redondo Beach Blvd. to Lot H	30,208	30,208	0	0
Fencing Replacement and Additions	105,777	5,777	0	100,000
Landscaping/Irrigation System Replacement	1,049,932	49,932	0	1,000,000
Lighting - Upgrade / Replace All Lots	3,059,807	105,920	207,150	2,746,737
Lot F Parking Structure Improvements	34,926	34,926	0	0
Lot H Parking Structure	24,371,895	24,109,091	181,455	81,349

Paving Replacement: All Walks/Driveways	1,110,695	539,551	110,007	461,136
Pedestrian Walks at MBB & Lot E	7,898	7,898	0	0
Security Video	2,007,831	163,477	110,000	1,734,354
Voice / Data / Signal Site Duct Bank	117,130	117,130	0	0
<b>Total Campus Site Improvements: Accessibility, Safety/Security</b>	<b><u>\$32,416,561</u></b>	<b><u>\$25,299,346</u></b>	<b><u>\$608,613</u></b>	<b><u>\$6,508,602</u></b>

**Energy Efficiency Improvements**

EEI Phase Two	\$2,818,000	\$2,756,426	\$0	\$61,574
<b>Total Energy Efficiency Improvements</b>	<b><u>\$2,818,000</u></b>	<b><u>\$2,756,426</u></b>	<b><u>\$0</u></b>	<b><u>\$61,574</u></b>

**Health and Safety Improvements**

Administration	\$112,740	\$112,740	\$0	\$0
Art & Behavioral Sciences	369,179	369,585	0	406
Infrastructure Phase 1-3	45,470,718	35,008,982	5,686,049	4,775,688
Auxiliary Warehouse	1,301	1,301	0	0
Communications	219,262	219,262	0	0
Construction Technology	16,466	16,466	0	0
Domestic Water System	110,208	110,208	0	0
Facilities and Receiving	215,159	215,159	0	0
Fire Alarm	277,817	277,817	0	0
Firelines	119,905	119,905	0	0
Hazardous Materials Abatement	176,465	175,573	0	892
Restroom Access Compliance	2,000,000	48,467	1,427,727	523,806
Library	452,759	452,759	0	0
Marsee Auditorium	460,474	460,474	0	0
Math Science & New Tech Arts	34,309,701	545,806	2,200,011	31,563,884
Music	240,600	240,600	0	0
Natural Gas System	13,852	13,852	0	0
North Gymnasium	262,214	262,214	0	0
Physical Education and Men's Shower	78,178	78,178	0	0
Planetarium	12,815	12,815	0	0
Pool and Health Center	505,821	502,185	0	3,636
Primary Electrical Distribution System	5,062,019	5,061,211	0	808
Reimbursements	1,414,353	1,414,353	0	0
Security Systems	30,245	30,245	0	0
Sewer System	55,449	55,449	0	0
Social Sciences	5,584,449	1,901,573	1,560,036	2,122,840
Storm Drain System	30,644	30,644	0	0
Technical Arts	405,147	405,147	0	0
Shops	31,891,195	599,437	1,514,198	29,777,560
<b>Total Health and Safety Improvements</b>	<b><u>\$129,899,135</u></b>	<b><u>\$48,742,406</u></b>	<b><u>\$12,388,020</u></b>	<b><u>\$68,768,709</u></b>

**Information Technology and Equipment**

Behavioral and Social Sciences	\$554,077	\$125,031	\$0	\$429,046
Business	643,650	489,657	0	153,993

Facilities Planning and Services	625,724	400,970	0	224,754
Fine Arts	970,096	622,686	62,566	284,844
Health Sciences and Athletics	769,987	306,301	8,200	455,486
Humanities	425,978	217,287	0	208,691
Industry and Technology	983,641	627,818	25,507	330,315
Information Technology	12,957,510	7,290,793	30,233	5,636,484
Learning Resources	3,045,057	510,992	23,488	2,510,576
Math	723,061	231,191	0	491,870
Natural Sciences	1,863,431	668,863	5,504	1,189,063
Nursing	252,651	116,478	0	136,173
Student and Community Advancement	645,925	229,070	15,867	400,988
Interfund Transfer	141,150	141,150	0	0
Campus Police	66,650	66,650	0	0
Purchasing	9,418	9,418	0	0
Phase II, III, IV Purchases	0	0	0	0
Installation Contingency	349	349	0	0
<b>Total I.T. and Equipment</b>	<b><u>\$24,678,355</u></b>	<b><u>\$12,054,703</u></b>	<b><u>\$171,367</u></b>	<b><u>\$12,452,286</u></b>

**Physical Education Facilities Improvements**

Baseball Field	\$572	\$572	\$0	\$0
North Field	0	0	0	0
Sand Volleyball	0	0	0	0
Reserve for Contingencies	0	0	0	0
<b>Total Physical Education Facilities</b>	<b><u>572</u></b>	<b><u>572</u></b>	<b><u>0</u></b>	<b><u>0</u></b>
<b>TOTAL</b>	<b><u>\$425,219,056</u></b>	<b><u>\$174,315,379</u></b>	<b><u>\$30,369,408</u></b>	<b><u>\$220,534,269</u></b>

**B. CONTRACT - PSOMAS ENGINEERING – ONGOING ENGINEERING SERVICES**

It is recommended that the Board of Trustees approve entering into a contract with Psomas Engineering to provide planning, engineering and surveying for various projects as needed by the District.

This firm is being recommended based upon its prior experiences performing this type of work, the demonstrated expertise and the qualifications of its staff and consultants to perform the services and competitive fee structure.

**Dates of Services:** April 2011 through April 2014

**Cost:** Cost not to exceed \$50,000, including reimbursables, on an annual average basis, unless specifically approved by the Board. Invoicing will be monthly based upon an hourly rate schedule.

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

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

<b>PO #</b>	<b>VENDOR NAME</b>	<b>SITE NAME</b>	<b>DESCRIPTION</b>	<b>COST</b>
P402853	Dell Marketing	Information Technology	New Computer	\$1,622.27
P402856	Dell Marketing	Student & Community	New Computer	6,108.53
P402862	The Apple Store	Information Technology	New Computer	26,196.37
P402962	Epic Production	Fine Arts	New Equipment	3,144.29
P402971	Rockler	Industry & Technology	New Equipment	1,973.31
P402979	CCS Presentation	Information Technology	New Computer	3,399.94
P402980	United Refrigeration	Industry & Technology	New Equipment	7,972.84
P402992	CDW-G	Information Technology	New Computer	2,414.50
P402993	Data Blocks	Student & Community	New Computer	6,310.54
P403001	Sargent Welch	Natural Sciences	New Equipment	779.21
P403002	Sargent Welch	Natural Sciences	New Equipment	742.44
P403004	Cal-Ed Optical	Natural Sciences	New Equipment	8,921.59
P403005	Carolina Biological	Natural Sciences	New Equipment	3,982.83
P403063	HD Supply	Infrastructure Phase III	Construction Material	1,982.58
P403139	Primex Wireless	Bookstore Building	Group II Equipment	1,586.38
P403220	California Geological	Shops Building	Contract Services	3,600.00
P403455	Subsurface Imaging	Restroom Access	Testing & Inspection	1,060.00
B410971	KPFF Consulting	Master Planning	Architecture & Engineering	150,000.00
B410979	MACTEC	Athletic Education	Testing & Inspection	14,600.00
B410980	Federal Express	Master Planning	Postage	6,000.00
B410984	Marc Salazar	Behavioral/Social	PSA Contract Services	70,026.00
B410986	Christy Construction	Restroom Access	Buildings	14,150.00
B410988	Matrix	Infrastructure Phase III	Site Improvements	2,000.00
			<b>TOTAL POs AND BPOs</b>	<b><u>\$338,573.62</u></b>



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

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## **A. EMPLOYMENT AND PERSONNEL**

It is recommended that the Board ratify/approve the employment and personnel changes for academic, classified, special services professionals and temporary classified service employees as shown in items 1-28 and 1-7.

### **Academic Personnel:**

1. Retirement - Mr. Leon Leonardo, full-time instructor of Physics, Natural Sciences Division, last day worked June 10, 2011, first day of retirement June 11, 2011, and that a plaque be prepared and presented to him in recognition of his service to the District since 1981.
2. Retirement - Mr. Frank Jacobi, full-time instructor of Cosmetology, Industry & Technology Division, last day worked June 10, 2011, first day of retirement June 11, 2011, and that a plaque be prepared and presented to him recognition of his service to the District since 1984.
3. Retirement - Ms. Kathryn Romero, full-time Counselor, last day worked June 30, 2011, first day of retirement July 1, 2011, and that a plaque be prepared and presented to her in recognition of her service to the District since 1988.
4. Amend Employment - Ms. Angela \*~~Willcocks~~ Willcocks, full-time instructor of Ad/Web Design, Fine Arts Division, from Class\* ~~II~~ IV, Step 5 to Class\* ~~II~~ IV, Step 9, effective August 26, 2010. \*Corrections made.
5. Employment - Ms. Noorunnissa Abbasi, full-time/temporary instructor of Communication Studies, Fine Arts Division, Class II, Step 4, effective February 14 through June 10, 2011.
6. Employment - Mr. Michael Adams, full-time/temporary instructor of Communication Studies, Fine Arts Division, Class II, Step 4, effective February 14 through June 10, 2011.
7. Employment - Ms. Deborah Aitken, full-time/temporary instructor of Music, Fine Arts Division, Class II, Step 9, effective March 7 through June 10, 2011.
8. Change in Salary - Ms. Kelsey Iino, full-time Counselor, from Class II, Step 5 to Class III, Step 5, effective May 7, 2011.
9. Change in Salary - Mr. Darrell Thompson, full-time instructor of English, Humanities Division, from Class II, Step 12 to Class III, Step 12, effective May 7, 2011.

10. Amend Special Assignment - Ms. Sheryl Kunisaki, part-time instructor of English, Humanities Division, to work as temporary Faculty Coordinator to coordinate activities in the Learning Center, to be paid \$45.14 an hour, not to exceed 25 hours a week, instead of 10 hours, effective January 5 through June 10, 2011, in accordance with the Agreement, Article 10, Section 9(m).
11. Special Assignment - Mr. Max Pena, part-time instructor of Construction, Industry & Technology Division, to provide customized construction training and mentoring for at-risk youth through Compton Work Source Center and at city work sites, to be paid \$60 an hour, not to exceed 250 hours or \$15,000, effective April 19 through June 30, 2011, in accordance with the Agreement, Article 10, Section 9(m).
12. Special Assignment - Mr. Victor De La Torre, part-time instructor of Machine Tool Technology, Industry & Technology Division, to implement and integrate for-credit pre-engineering curriculum, to be paid \$60.18 an hour, not to exceed 110 hours or \$6,620, effective March 1 through June 30, 2011, in accordance with the Agreement, Article 10, Section 9(m).
13. Special Assignment - Mr. Corey Stanbury, full-time instructor of Health Sciences & Athletics Division, to give summer swimming lessons, to be paid \$25 an hour, not to exceed \$3,400, effective June 13 through August 4, 2011, in accordance with the Agreement, Article 10, Section 14(a).
14. Special Assignment - Ms. Karen Hellwig, part-time instructor of Nursing, Health Sciences & Athletics Division, to teach in the simulation lab, to be paid \$60.18 an hour, not to exceed 25 hours or \$2,889, effective January 1 through June 30, 2011, in accordance with the Agreement, Article 10, Section 9(m).
15. Special Assignment - The following full-time instructors, to recruit and train faculty facilitators/participants and oversee reporting of Learning Team project and function, to be paid \$60.18 an hour, not to exceed 80 hours each or \$4,814 each, effective April 18 through June 30, 2011, in accordance with the Agreement, Article 10, Section 14(a).

<u>Instructor</u>	<u>Division</u>
Matthew Kline	Humanities
Arturo Martinez	Mathematics
Ina Newbury	Humanities

16. Special Assignment - The following instructors of English, Humanities Division, to facilitate the Graduation Initiative (Title V) Learning Teams and design,

implement and schedule workshops for participants in Learning Teams, to be paid \$60.18 an hour, not to exceed 20 hours each or \$1,204 each, effective April 18 through June 30, 2011, in accordance with the Agreement, Article 10, Section 14(a).

Full-time:

Jennifer Annick  
Diana Hines  
Rachel Lewis

Part-time:

Kathryn Hall  
Michael Jaffe

17. Special Assignment - The following instructors of Mathematics, to facilitate the Graduation Initiative (Title V) Learning Teams and design, implement and schedule workshops for participants in Learning Teams, to be paid \$60.18 an hour, not to exceed 40 hours each or \$2,407 each, effective April 18 through June 30, 2011, in accordance with the Agreement, Article 10, Section 14(a).

Full-time:

Eduardo Barajas  
Junko Forbes  
Martha Martinez-Sandoval

Part-time:

Jose Villalobos

18. Stipend Assignment - The following instructors of Nursing, Health Sciences & Athletics Division, to set-up and organize the Madden Oncology Conference, to be paid \$500 each, effective February 14 through March 24, 2011, in accordance with the Agreement, Article 10, Section 14(a).

Esther Gravis

Kathleen Rosales

Maria White

19. Stipend Assignment - Mr. Victor de la Torre, part-time instructor of Machine Tool Technology, Industry & Technology Division, to attend Career Advancement Academy (CAA) meeting for Community Advancement, to be paid \$150, effective April 7, 2011, in accordance with the Agreement, Article 10, Section 9(d).

20. Stipend Assignment - Ms. Lynn Fielding, part-time instructor of Welding, Industry & Technology Division, to attend Career Advancement Academy (CAA) meeting for Community Advancement, to be paid \$150, effective April 7, 2011, in accordance with the Agreement, Article 10, Section 9(d).

21. Stipend Assignment - The following instructors in Humanities to participate in Graduation Initiative Learning Teams for Humanities to be paid \$800 each, not to exceed a grand total of \$10,400, effective April 18 through June 30, 2011, in accordance with the Agreement, Article 10, Section 14(a).

Sara Blake  
Allison Carr  
Rose Ann Cerofeci  
Suzanne Gates  
Elise Geraghty  
~~\*Britta Halonene~~ Briita Halonen  
\*Corrections made.

\*Great Greta Hendricks  
Scott Kushigemachi  
Nitza Llado  
Debbie Mochidome  
Cynthia Silverman  
Rachel Williams

22. Stipend Assignment - The following instructors in Behavioral & Social Sciences and Mathematics to participate in Graduation Initiative Learning Teams for Behavioral & Social Sciences and Mathematics and assist with the development of the cohort action plan and implementation process according to the project's component activities, to be paid \$1,200 each, not to exceed a grand total of \$16,800, effective April 18 through June 30, 2011, in accordance with the Agreement, Article 10, Section 14(a).

Behavioral & Social Sciences

Nancilyn Burruss  
Amy La Coe  
Hatien Nguyen

Mathematics

Hamza Hamza  
Laura Hinckley  
Kaysa Laureano  
Alice Martinez  
Mohammad Rahnavard  
Russell Reece  
Malinni Roeun  
Arkidey Sheynsteyn  
Patricia Stoddard  
Ralph Taylor  
Susan Taylor

23. Stipend Assignment - Mr. Richard Hughes, full-time instructor of Computer Aided Design Drafting, Industry & Technology Division, to assist in coordination of Design Challenge event on April 9, 2011 for Community Advancement, to be paid \$480, effective April 1 through April 30, 2011, in accordance with the Agreement, Article 10, Section 14(a).
24. Stipend Assignment - Ms. Michelle Funderburk, part-time instructor of Dance, Fine Arts Division, to assist in choreography for the Spring Dance Concert, to be paid \$400, effective March 15 through April 30, 2011, in accordance with the Agreement, Article 10, Section 14(a).
25. Stipend Assignment - Mr. William Georges, full-time instructor of Theatre, Fine Arts Division, to work as sound designer for Play #4, "The Waiting Room", to be paid \$1,000, effective April 4 through May 13, 2011, in accordance with the Agreement, Article 10, Section 14(a).
26. Stipend Assignment - Mr. William Georges, full-time instructor of Theatre, Fine Arts Division, to design lighting for Play #4, "The Waiting Room", to be paid \$1,500, effective April 4 through May 13, 2011, in accordance with the Agreement, Article 10, Section 14(a).
27. Stipend Assignment - Ms. Christine Stahl, part-time instructor of Theatre, to design hair and make up for Play #4, "The Waiting Room", to be paid \$1,000, effective March 23 through May 13, 2011, in accordance with the Agreement, Article 10, Section 14(a).
28. Employment - The following on-call, part-time/temporary Counselors to be hired as needed, not to exceed 24 hours per week, effective February 12 through June 30, 2011, in accordance with the Agreement, Article 10, Section 9(e) to be paid through District, EOP&S and other categorical grant funds.

Vera Cheng  
Lorenda Johnson

**Classified Personnel:**

1. Resignation - Ms. Nyesha Artiaga, Administrative Assistant II, Range 31, Step E, Foundation, Student and Community Advancement Area, effective March 25, 2011.

2. Extend Military Leave of Absence 100% (Unpaid) - Mr. Francisco Esqueda, Police Officer, Range 1, Step E, Campus Police Division, Administrative Services Area, effective April 1 through June 30, 2011.
3. Employment - Mr. Seth L. Barnard, Toolroom/Instructional Equipment Attendant, (10-month), Range 24 Step A, Industry & Technology Division, Academic Affairs Area, effective May 2, 2011.
4. Employment - Ms. Lisa Wang, Research Associate, Range 39, Step A, Institutional Research Division, Student and Community Advancement Area, effective May 2, 2011.
5. Rescind Employment - Mr. Scott Sikes, Groundskeeper/Gardener I, Range 22, Step A, Facilities Planning and Services Division, Administrative Services Area, effective April 1, 2011.

### **Special Services Professional**

6. Resignation - Mr. Michael Chung, Special Services Professional, Range 1, Step 1, Behavioral & Social Sciences Division, Academic Affairs Area, effective March 23, 2011.

### **Temporary Classified Employees:**

7. Employment - Ms. Isabelle Pena - 85% Administrative Assistant I, Range 28, Step A, Foundation, Student and Community Advancement Area, effective April 25, 2011.

### **B. TEMPORARY NON-CLASSIFIED SERVICE EMPLOYEES**

It is recommended that the Board authorize employment of the following Temporary Non-Classified Service Employees, subject to funding, as shown in items 1-10.

The following temporary, non-classified service employees are to be hired for the 2010-2011 fiscal year, paid hourly, effective April 19, 2011 through June 30, 2011, days and hours vary as needed, unless otherwise stated.

### **Campus Police Aide Series**

#### **1. Campus Police Aide III**

The following individuals are to be responsible for non-hazardous police services to the students, staff, and faculty of El Camino College, and other departmental duties.

Brian Hill, \$11.25 per hour

Can Hoang, \$11.25 per hour

### **Instructional Aide Series**

2. Instructional Aide IV

The following individual is to provide teaching assistance, intermediate level tutoring, instructional support services and accommodations for students with disabilities.

April Bernabeo, \$11.75 per hour

3. Instructional Aide VI

The following individual is to provide support to specific programs with tutorial assistance in the classroom, laboratory, and online, and help organize and coordinate various projects.

Nicholas Jones, \$15.00 per hour

### **Theater Aide Series**

4. Theater Aide I

The following individuals are to assist the theater management and staff with theater duties for on campus events.

Katrina Hassaram, \$8.50 per hour

Grenisha Parker, \$8.25 per hour

Stacy Reid, \$8.25 per hour

### **Assistive Linguistics Professional Series**

5. Assistive Linguistics Professional I

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

Felicia Price, \$32.50 per hour (eff. 4/18/11 to 6/30/11)

6. Assistive Linguistics Professional II

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

Egla Veal, \$40.00 per hour (eff. 4/18/11 to 6/30/11)



## **Program Professional Series**

### 7. Program Professional I

The following individual is to assist the Career and Technical Education (CTE) Collaborative coordinator in duties related to student recruitment, registration, retention, assessments, and overall project coordination at Compton Educational Center CTE program.

Laura Gutierrez Padilla, \$27.00 per hour

The following individual is to coordinate and assist in tracking and reporting of Center for Applied Competitive Technologies (CACT) projects.

Joseph Weichman, \$29.00 per hour

### 8. Program Professional II

The following individual is to complete the final report for closing the U.S. Department of Education Title V grant program at the Compton Educational Center.

Nelly Rodriguez, \$44.75 per hour (effective 2/21/11- 3/15/11)

### 9. Program Professional IV

The following individual is to participate on a hiring committee to hire a new Full-Time faculty.

Sally Strehlke, \$68.00 per hour

## **Training Professional Series**

### 10. Training Professional I

The following individual is to provide training, expertise, leadership and professional services in the Fire Academy program.

Timothy Flora, \$32.00 per hour

## **C. DECLARATION OF INDEFINITE SALARIES FOR RETROACTIVE PAY**

As a result of financial uncertainties, negotiations, legislation and other factors, the governing board hereby declares that all management, certificated, classified, confidential and other unrepresented employee salaries are declared indefinite for 2011-2012.

## **D. BOARD POLICY 7310 NEPOTISM**

It is recommended that the Board of Trustees accept for a first reading Board Policy 7310, as attached.

## **BOARD POLICY 7310**

## **Nepotism**

The District allows the employment of relatives and of domestic partners as defined by the Family Code Section 290 et seq. in the same department or division, however, they shall not be assigned to a ~~regular~~ position within the same department, division or site that has an immediate family member who is in a position to recommend or influence personnel decisions.

Personnel decisions include appointment, retention, evaluation, tenure, work assignment, promotion, demotion or salary of the relative or domestic partner.

Immediate family means spouse, domestic partner, parents, grandparents, siblings, children, grandchildren and in-laws or any other relative living in the employee's home.

Immediate family members of the Board of Trustees, Superintendent/President or Vice President (s) may not be appointed to any positions in the District.

The District will make reasonable efforts to assign job duties to minimize the potential for creating an adverse impact on supervision, safety, security or morale or creating other potential conflicts of interest.

Notwithstanding the above, the District retains the right were such placement has the potential for creating an adverse impact on supervision, safety, security, or morale, or involves other potential conflicts of interest, to refuse to place spouses in the same department, division or facility. The District retains the right to reassign or transfer any person to eliminate the potential for creating an adverse impact on supervision, safety, security, or morale, or involves other potential conflicts of interest.

Reference: Government Code Section 12920, et seq., 1090 et seq.

El Camino College  
Adopted: June 11, 2001  
Replaces Board Policy #4100  
Amended: April 18, 2011

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**Agenda for the El Camino Community College District Board of Trustees  
from  
Compton Education Center  
Barbara Perez, Vice President**

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	<u>Page No.</u>
A. Student Success – Information .....	60

## **COMPTON EDUCATION CENTER**

### **A. STUDENT SUCCESS – INFORMATION**

It is recommended that the Board receive for information the following report on student success and progress at the Compton Center.

In the past few months two reports have focused the Center's attention on student success. The Accountability Reporting for the Community College (ARCC) which centers on performance indicators on the college and system levels. The Center is able to see how it compares to peer institutions on these indicators. The next report examines the success and retention rates of students over a three year period (2007 – 2009) for both the Center and the main campus.

At tonight's board meeting, Ms. Irene Graff will present how the Center has done since the partnership began in fall 2006. You will see how our data is still influenced by the effects of the revocation of accreditation of Compton College. What I would like to share with you is what the faculty and staff are doing to improve the performance indicators in the ARCC report.

The faculty has actively participated in faculty development. Over the past two years, more than half of the full-time faculty has participated in the Faculty Inquiry Partnership Program which included On-Course training. Faculty learned how to help students take ownership of their own learning. Throughout the semester following training, faculty continued to meet once a month where they shared techniques that they employed in the classroom with each other including an analysis of its effectiveness.

In an effort to improve academic support services to students, we have expanded supplemental instruction and introduced learning communities through the First Year Experience (FYE) Program. This year funding was increased for supplemental instruction to add science classes. Faculty involved in supplemental instruction recognizes its benefits and work to encourage their students to participate. Evidence shows that students who participate in supplemental instruction are more likely to be successful than those who do not participate. The number of students participating in the First Year Experience Program has doubled from its inception. The use of learning communities in the program provides students with support system that helps them overcome the difficult times. FYE students from the first year are serving as mentors to the current FYE students.

In comparison to the main campus, the Center's success and retention rates need to improve.

<b>Compton Education Center</b>						
	<b>2007</b>		<b>2008</b>		<b>2009</b>	
	<b>Success</b>	<b>Retention</b>	<b>Success</b>	<b>Retention</b>	<b>Success</b>	<b>Retention</b>
Summer	68.2%	78.7%	69.5%	82.3%	66.4%	80.8%
Fall	58.7%	69.6%	56.1%	71.0%	58.6%	72.6%
Winter	76.4%	84.0%	72.0%	81.8%	73.8%	86.3%
Spring	59.1%	70.4%	56.6%	71.4%	58.3%	73.7%
<b>El Camino College</b>						
Summer	73.2%	85.3%	72.8%	84.9%	73.5%	85.7%
Fall	62.8%	77.3%	63.8%	80.9%	66.3%	81.8%
Winter	76.3%	87.0%	78.9%	88.8%	84.3%	92.2%
Spring	62.8%	78.8%	65.0%	81.9%	67.2%	81.2%

When comparing our success and retention rates with our peer institutions, LA Southwest (LASW), Merritt and West Los Angeles, Compton continues to score lower in most instances.

	<b>2007</b>		<b>2008</b>		<b>2009</b>	
	<b>Success</b>	<b>Retention</b>	<b>Success</b>	<b>Retention</b>	<b>Success</b>	<b>Retention</b>
Compton	58.5%	69.4%	55.5%	70.6%	58.4%	72.3%
LASW	58.1%	83.0%	53.3%	80.8%	55.0%	82.4%
Merritt	66.9%	81.3%	62.2%	77.6%	61.3%	79.9%
West LA	61.3%	83.0%	58.6%	78.7%	58.3%	79.9%

The deans have been tasked to work with their faculty to look at the trends and identify what can be done to improve the rates.

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

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- A. California Community College Trustees Board of Directors  
Election ..... Page 63
- ~~B. Board Policy 2350 Speakers..... Page 63~~
- C. Order Biennial Governing Board Election..... Page 65
- D. Citizens’ Bond Oversight Committee ..... Page 66
- E. Redistricting Action ..... Page 66

~~\*Item pulled and no substitutions were made.~~

A. California Community College Trustees Board of Directors Election

It is recommended that the Board vote for the following persons to serve on the California Community College Trustee Board of Directors.

1. Tina Park, Los Angeles CCD
2. Jim Moreno, Coast CCD
3. \*Laura Casas Frier, Foothill-DeAnza CCD
4. Nancy C. Chadwick, Palomar CCD
5. \*Mary Figueroa, Riverside CCD
6. \*Paul J. Gomez, Chaffey CCD
7. Greg Bonaccorsi, Ohlone CCD
8. Pauline Larwood, Kern CCD

\* Incumbent

~~B. Board Policy 2350 Speakers~~

~~It is recommended that the Board of Trustees accept for a first reading Board Policy 2350, as attached.~~

~~\*Item pulled and no substitutions were made.~~

Persons may speak to the Board either on an agenda item or on other matters of interest to the public that are within the subject matter jurisdiction of the Board.

Oral presentations relating to a matter on the agenda, including those on the consent agenda, shall be heard before a vote is called on the item.

Persons wishing to speak to matters not on the agenda shall do so at the time designated at the meeting for public comment.

Those wishing to speak to the Board are subject to the following:

1. The President of the Board may rule members of the public out of order if their remarks do not pertain to matters that are within the subject matter jurisdiction of the Board or if their remarks are unduly repetitive.
2. Employees who are members of a bargaining unit represented by an exclusive bargaining agent may address the Board under this policy, but may not attempt to negotiate terms and conditions of their employment. This policy does not prohibit any employee from addressing a collective bargaining proposal pursuant to the public notice requirements of Government Code Section 3547 and the policies of this Board implementing that section.
3. No member of the public may speak without being recognized by the President of the Board.
4. Each speaker will be allowed a maximum of five ~~three~~ minutes in the aggregate on all ~~consent and non-consent~~ agenda items. Each speaker will be allowed at least five ~~no more than three~~ minutes on non-agenda items. ~~Thirty~~ Twenty minutes shall be the maximum time allotment for public speakers on any one agenda item regardless of the number of speakers. At the discretion of a majority of the Board, these time limits may be extended.
5. Each speaker coming before the Board is limited to one presentation on agenda items before the Board, and to one presentation per meeting on non-agenda matters.

Reference:

Government Code Sections 54950, *et seq.*;

Education Code Section 72121.5

El Camino College

Adopted: 6/11/01

\*Item pulled and no substitutions were made.



C. Order Biennial Governing Board Election

It is recommended that the Board adopt the following resolution ordering the Biennial Governing Board Election.

Order of Election of El Camino Community College District of Los Angeles, County, California

**RESOLUTION ORDERING GOVERNING BOARD MEMBER ELECTION**

RESOLVED that pursuant to Education Code (EC) Sections 5000-5030, the Los Angeles County Superintendent of Schools (County Superintendent) is hereby ORDERED to call an election for the purpose, and in accordance with the designations contained in the following specifications of the Election Order made under the authority of EC Sections 5302, 5304, and 5322.

**SPECIFICATIONS OF THE ELECTION ORDER**

The election shall be held on Tuesday, November 8, 2011. The polling hours shall be from 7 a.m. to 8 p.m.

The purpose of the election is to submit to the voters of the District the question of whether three members shall be elected to the Governing Board of the El Camino Community College District.

The Los Angeles County Registrar-Recorder/County Clerk (Registrar-Recorder) will perform all the duties incident to the preparation for and holding of the above-mentioned election. The El Camino Community College District will pay the costs of the election. If any agency holds an election on November 8, 2011, the El Camino Community College District shall pay its pro rata share pertaining to the conduct of this election and shall be under the provisions of the appropriate sections of the Education and Election Codes.

IT IS FURTHER ORDERED that the Clerk of the District is hereby directed to furnish two copies of this order to the County Superintendent not less than 57 days prior to the date set for the election.

The foregoing Resolution and Order was adopted and affirmed by the Governing Board of the El Camino Community College District of Los Angeles County, being the Board authorized by law to make the designations contained therein, by formal votes as follows:

Ayes:            Noes:            Absent:

Signed

\_\_\_\_\_  
Clerk of the Governing Board  
Thomas M. Fallo

#### D. Citizens' Bond Oversight Committee

It is recommended that the Board re-appoint the following individuals to their second consecutive membership term on the Citizen's Bond Oversight Committee:

1. Community at Large Representative- Kirk J. Retz, 2 year term
2. Foundation Representative –Robert Amos, 2 year term
3. Senior Citizen Organization Representative –Gloria Dumais, 2 year term

#### E. Redistricting Action Plan

It is recommended that the Board review the ongoing Redistricting Action Plan.

#### **April 2011**

1. Continue recruiting members of BRC and review applications
2. Publicizing via newspaper, web, social media email and meetings to community groups and individuals to recruit potential appointees for BRC

#### **May 2011**

1. ECCCD Board of Trustees appoint members of BRC
2. Census data certified by DOF
3. ECCCD solicit RFPs for firms to conduct mapping and plans for potential new trustee boundaries based on 2010 census data
4. Agendized monthly board reports

#### **June 2011**

1. Mapping firm selected
2. BRC hold first meeting, select chair
3. Agendized monthly board reports

#### **July 2011**

1. BRC holds second meeting
2. BRC and College staff develop a plan for outreach to community groups and individuals
3. Consider languages spoken and types of media consumed by District residents
4. Outreach and Publicizing the Process begins – BRC with assistance from College staff
5. Agendized monthly board reports

#### **August 2011**

1. BRC holds third meeting to define communities of interest throughout the District; and develop – with College staff - outreach/information plans
2. Potential Communities of Interest:

- City boundaries
- Neighborhoods/Neighborhood Assoc.
- Housing Developments
- Other
- Parks
- Hospitals
- Churches
- Malls
- Precincts
- Schools

### **September 2011**

1. Mapping firm presents first plan proposal to Board
2. Mapping firm presents first plan proposal to BRC; finalize outreach/info plans

### **October 2011**

1. Mapping firm presents revised plan to Board
2. Mapping firm presents second plan to BRC
3. Utilize the web and social media to provide information to the community and to solicit input from the community
4. Post Google Earth maps with proposed boundaries outlined for the public to review online and/or print
3. Provide proposed plan with info on how to submit input to libraries, schools, via email, and newspapers

### **November/December 2011**

1. BRC meeting to plan briefings and informational sessions
2. Host media briefings and ensure appropriate media coverage
3. Hold Public Hearings throughout the ECCCD area - host one public hearing in each Trustee Area; vary times
4. Identify communities of interest and organizations in each community and invite to public hearings
5. Provide draft plans with options for Trustee Areas and ask public for input

### **January 2011**

1. Final proposed plan presented to Board for first reading
2. Attorney reviews plans for any issues/concerns before submitting for public record

### **February 2012**

1. ECCCD Board adopts, by resolution or ordinance, new Trustee Areas
2. ECCCD Board submits proposal to LA County Committee on School District Organization

### **March 2012**

1. LA County Office of Education conducts feasibility study

### **April May 2012**

1. ECCCD Board submits adopted Trustee Areas to LA County Registrar Recorder's Office

**Estimated outside costs for Trustee Redistricting process:**

Mapping Consultant	\$15,000 - \$20,000
Advertising	\$ 3,000
Attorney's Fees	\$ 2,000-\$5,000
Other (outreach briefings)	\$ 2,000
 Total Estimated Costs:	 \$22,000 - \$30,000

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**Non-Consent Agenda**

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- A. Public Comment.....Page 70
- B. Tax and Revenue Anticipation Note 2011-12.....Page 70
- C. Resolution for Tax and Revenue Anticipation Note 2011-12.....Page 70
- D. Interfund Transfers (Resolution).....Page 70

**A. PUBLIC COMMENT**

**B. TAX AND REVENUE ANTICIPATION NOTE 2011-12**

It is recommended that the Board of Trustees authorize the participation of the District in the issuance of a Tax and Revenue Anticipation Note for the 2011-12 fiscal year, not to exceed \$20 million. A complete copy can be viewed at: <http://www.elcamino.edu/administration/board/agendas/2008/Tax%20and%20Revenue%20Anticipation%20Note%20-%20%20%204-11-11.pdf>

**C. RESOLUTION FOR TAX and REVENUE ANTICIPATION NOTE 2011-12**

It is recommended that the Board of Trustees adopt the resolution authorizing and approving the borrowing of funds for Fiscal Year 2011-12 not to exceed \$20 million; the issuance and sale of a 2011-12 tax and revenue anticipation note therefore and participation in the Los Angeles County Schools Pooled Tax and Revenue Anticipation Notes Program for the 2011-12 fiscal year. A complete copy can be viewed at:

<http://www.elcamino.edu/administration/board/agendas/2008/Resolution%20-%20LACOE%202011-12%20Series%20A%20TRAN%204-11-11.pdf>

**D. INTERFUND TRANSFERS (RESOLUTION)**

It is recommended that the Board of Trustees approve a resolution for the following interfund transfers for FY 2010-11:

INTERFUND TRANSFERS

From: Funds 14 and 15 (Special Programs)

To: Fund 17 (Irrevocable Reserve – Post Employment Benefits)

Amounts: End of year balances