El Camino Community College District
Board of Trustees

Agenda, Monday, June 20, 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 May 16, 2011,
Pages 6-8

III. Oath of Office – Joshua Casper

IV. Presentations
1. El Camino College Track and Field Teams
2. Student Learning Outcomes – Dr. Arce

V. Public Hearing - None

VI. Public Comment on Consent Agenda

VII. Consent Agenda – Recommendation of Superintendent/President, Discussion and Adoption
1. Academic Affairs
   See Academic Affairs Agenda,
   Pages 9-12
2. Student and Community Advancement
   See Student Services Agenda,
   Pages 13-19
3. Administrative Services
   See Administrative Services Agenda, Pages 20-36
4. See Measure “E” Bond Fund Agenda,
   Pages 37-41
5. Human Resources
   See Human Resources Agenda,
   Pages 42-87
6. Compton Community Educational Center  
   See Compton Community Educational Center Agenda, Pages 88-89

7. Superintendent/President  
   See Superintendent/President Agenda, Pages 90-92

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. 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  
B. Personnel Matters, Brown Act Section 54957  
   1. Public Employee Performance Evaluation – Superintendent/President
<table>
<thead>
<tr>
<th>Date</th>
</tr>
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<tbody>
<tr>
<td>Monday, June 20, 2011</td>
</tr>
<tr>
<td>Monday, July 18, 2011</td>
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<tr>
<td>Monday, August 15, 2011</td>
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<tr>
<td>Tuesday, September 6, 2011</td>
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<tr>
<td>Monday, October 17, 2011</td>
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<td>Monday, November 21, 2011</td>
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<tr>
<td>Monday, December 12, 2011</td>
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Vision Statement
El Camino College will be the College of choice for successful student learning, caring student services and open access. We, the employees, will work together to create an environment that emphasizes people, respect, integrity, diversity and excellence. Our College will be a leader in demonstrating accountability to our community.

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

Revised: June 8, 2011
The Board of Trustees of the El Camino Community College District met at 4 p.m. on Monday, May 16, 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 April 18, 2011
The Minutes of the Regular Board Meeting of April 18, 2011 were approved.

Facilities Master Plan Presentation
Mr. Bob Gann presented projects from the Facilities Master Plan.

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

Academic Affairs
Proposed Curriculum Changes: Effective 2011-2012 Academic Year

Student and Community Advancement
2011 Summer Camps
Grant
Matriculation Categorical Flexibility Provision
Board Policy 5055 – Enrollment Priorities – Second Reading & Adoption
Information Only – Administrative Procedure 5055 – Enrollment Priorities

Administrative Services
Contracts Under $78,900
Contracts Over $78,900
Personal Services Agreement
Personal Services Agreement - Amendment
Furniture Acquisition
Information: Completion of District 2010-11 Annual Report for the State Pre-School
Declaration of Surplus Property
Resolution – Disposal of In-Operable Fire Trucks
Purchase Orders and Blanket Purchase Orders

**Measure E Bond Fund**
Category Budgets and Balances
Contract – MACTEC Engineering & Consulting, Inc. – Soils Investigation
Contract – MACTEC Engineering & Consulting, Inc. – Methane Gas Investigation
Bid Award 2010-8 – CCS Presentation Systems – Social Sciences Audio-Visual
Change Order – HPS Mechanical – Phase 3 Infrastructure
Notice of Job Completion – HPS Mechanical – Phase 3 Infrastructure
Notice of Job Completion – Commercial Paving & Coating – Campus Paving Improvement Project
Purchase Orders and Blanket Purchase Orders

**Human Resources**
Employment and Personnel Changes
Temporary Non-Classified Service Employees
Revised Classification Specifications for Administrator Position
Resolution to Cancel Board of Trustees Resolution to Allow Part-Time Employees To Participate in CAL-PERS Administered Employees’ Medical and Hospital Care Act
Board Policy 7310 Nepotism – Second Reading & Adoption

**President/Board of Trustees**
Travel

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

**Non-Consent Agenda**

**Boundary Review Committee – Candidate Selection**
It was moved by Trustee Brown, seconded by Trustee Beverly, that Marche L. Boose be appointed to represent Trustee Area 1 on the Boundary Review Committee. Motion carried. Student Trustee Zamora recorded a yes advisory vote.

It was moved by Trustee Combs, seconded by Trustee O’Donnell, that Nilo Michelin be appointed to represent Trustee Area 2 on the Boundary Review Committee. Motion carried. Student Trustee Zamora recorded a yes advisory vote.
It was moved by Trustee Beverly, seconded by Trustee Combs, that Steve Napolitano be appointed to represent Trustee Area 3 on the Boundary Review Committee. Motion carried. Student Trustee Zamora recorded a yes advisory vote.

It was moved by Trustee Gen, seconded by Trustee Combs, that Susan Truax be appointed to represent Trustee Area 4 on the Boundary Review Committee. Motion carried. Student Trustee Zamora recorded a yes advisory vote.

It was moved by Trustee O’Donnell, seconded by Trustee Beverly, that John Alter be appointed to represent Trustee Area 5 on the Boundary Review Committee. Motion carried. Student Trustee Zamora recorded a yes advisory vote.

It was moved by Trustee Gen, seconded by Trustee Brown, that Nathan Mintz be appointed an at-large member of the Boundary Review Committee. Motion carried. Student Trustee Zamora recorded a yes advisory vote.

It was moved by Trustee O’Donnell, seconded by Trustee Combs, that Heidi Ashcraft be appointed an at-large member of the Boundary Review Committee. Motion carried. Student Trustee Zamora recorded a yes advisory vote.

Redistricting Action Plan
It was moved by Trustee Combs, seconded by Trustee Brown that the Board review the ongoing Redistricting Action Plan. Motion carried 4-1. Trustee O’Donnell abstained. Student Trustee Zamora recorded a yes advisory vote.

Compton Community Educational Center
Accreditation Update and Budget Reductions were presented as informational items.

Public Comment
Mrs. Holifield addressed Compton Partnership; several students spoke in support of the Fine Arts programs.

Closed Session
Regular Meeting adjourned to a Closed Session at 6:30 p.m. which ended at 7:40 p.m.

Maureen O’Donnell, Secretary of the Board

Thomas M. Fallo, Secretary to the Board
A. International Education/Study Abroad Program – Summer 2011 ......................... 10

B. Mathematics, Engineering, Science Achievement (MESA) Program –
   National Institute for Leadership Advancement (NILA) ........................................... 10

C. Proposed Curriculum Changes: Effective 2012/2013 Academic Year .................. 11

D. Sabbatical Leave of Absence – 2011-2012 ............................................................ 12
A. INTERNATIONAL EDUCATION/STUDY ABROAD PROGRAM – SUMMER 2011

It is recommended that the Board approve the following International Education/Study Abroad Programs for Summer 2011:

**Madrid, Spain Program:**
The contractor is Accent International Consortium for Academic Programs Abroad, 870 Market Street, Suite 1026, San Francisco, CA 94102. The contact person is Dana Feagles.

**On-Site Program Director:** Dr. Nitza Llado. Her duties are to teach the following courses: Spanish 1 – Elementary Spanish I; Spanish 2 – Elementary Spanish II; and Spanish 24 – Introduction to Spanish and Latin American Language and Cultures, and include serving as on-site director to advise students, interact with Madrid travel representatives, and administer the program in Madrid, Spain. Inclusive dates: June 26, 2011 – July 22, 2011.

**Ireland Program:**
The contractor is American Institute for Foreign Study (AIFS), River Plaza, 9 West Broad Street, Stamford, CT 06902-3788. The contact person is Sharon F. Secki.

**On-Site Program Director:** Dr. Rosemary Swade. Her duties are to teach the following courses: Communication Studies 8 – Oral Interpretation of Literature, and Communication Studies 3 – Small Group Communication, and include serving as on-site director to advise students, interact with AIFS representatives, and administer the program in Ireland. Inclusive dates: July 7, 2011 – July 27, 2011.

**Florence, Italy Program:**
On-Site Program Co-Director: Mike Stallings. His duties are to teach the following courses: Architecture 104 – History of Western Architecture, and Architecture 170 – Architectural Graphic Techniques, and include serving as on-site director to advise students, interact with Florence travel representatives and administer the program in Florence, Italy. Inclusive dates: June 20, 2011 – July 15, 2011.

B. MATHEMATICS, ENGINEERING, SCIENCE ACHIEVEMENT (MESA) PROGRAM – NATIONAL INSTITUTE FOR LEADERSHIP ADVANCEMENT (NILA)

It is recommended that the Board approve MESA student, Roman Serna, to travel to the National Institute for Leadership Advancement (NILA) at the Inverness Hotel and
Conference Center in Denver, Colorado from August 3-7, 2011. MESA will cover the $300 registration fee that includes lodging, meals, to/from airport transportation and flight.

The NILA is the premier leadership training event for the Society of Hispanic Professional Engineers (SHPE). Since its inception in 1986, NILA has grown to become an event widely anticipated by members and highly respected by corporate sponsors.

C. PROPOSED CURRICULUM CHANGES: EFFECTIVE 2012/2013 ACADEMIC YEAR

It is recommended that the Board approve the proposed curriculum changes, effective the 2012-2013 academic year, as listed below.

FINE ARTS

NEW MAJOR

1. Communication Studies A.A. Degree for Transfer (AA-T)
   The degree provides students with a thorough foundation in the theory and practice of communication studies. This is achieved through a variety of courses that serve to develop personal, business, and professional communication skills in individual, interpersonal, and group situations, along with skills in research, organization, critical thinking, argumentation, and forensics. Students will demonstrate their proficiency through performance, class projects, research papers, objective tests, critiques, and competitions. Program assessment is measured by completion, evaluation of student learning outcomes, transferability, competitions at the local, state, and national levels, and periodic program review.

   **Major Requirements**
   Communication Studies 1;
   six units from: Communication Studies 3, 4, 12;
   a minimum of nine units from the following two groups of courses, with no more than three units from Group 2:
   Group 1: Communication Studies 5, 6abcd, 7, 8, 9, 11, 14, 22abcd, 23abcd, 24abcd;
   Group 2: Anthropology 2, 4, English 1B, Psychology 5, Sociology 101
   (one semester of Communication Studies 6abcd, 22abcd, 23abcd, and 24abcd may count toward the major)
   Total units: 18
   At least 12 units required for the major must be completed at El Camino College.
INDUSTRY AND TECHNOLOGY

INACTIVATE MAJOR

1. Environmental Technology

INACTIVATE CERTIFICATE OF ACHIEVEMENT

1. Environmental Technology Hazardous Materials
2. Environmental Technology Occupational Safety and Health

D. SABBATICAL LEAVE OF ABSENCE – 2011-2012

It is recommended that the board approve the following revision for Sabbatical Leave of Absence during 2011-2012:

Half-Pay Sabbatical: Doug Glenn
Revise from Fall 2011 to Spring 2012

(Previously Board approved on 12/13/10)
<table>
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<tr>
<th></th>
<th>Description</th>
<th>Page No.</th>
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<tr>
<td>A</td>
<td>2011 Summer Camp</td>
<td>14</td>
</tr>
<tr>
<td>B</td>
<td>Fall 2011 Community Education Classes</td>
<td>14</td>
</tr>
<tr>
<td>C</td>
<td>Grant – Application</td>
<td>14</td>
</tr>
<tr>
<td>D</td>
<td>Revision – 2012 Summer School Calendar</td>
<td>15</td>
</tr>
</tbody>
</table>
STUDENT AND COMMUNITY ADVANCEMENT

A. **2011 SUMMER CAMP**
   It is recommended that the Board of Trustees approve the following 2011 summer camp sponsored by the Health, Sciences & Athletics Division:

   2011 Men’s Summer High School Basketball League
   June 22 and 23, 2011 (Wednesday and Thursday) 5 p.m. to 10 p.m.
   June 27, July 11, 18, 25, 2011 (Mondays), 5 p.m. to 10 p.m.

B. **COMMUNITY EDUCATION CLASSES FOR FALL 2011**
   It is recommended that the Board approve the Community Education Classes for Fall 2011 as attached.

C. **GRANT - APPLICATION**
   It is recommended that the Board of Trustees approve the following grant application:

   Department of Education – El Camino College Title V (Hispanic Serving Institutions) – STEM (Science, Technology, Engineering, and Mathematics) Grant. This grant, if funded, will be dispersed over a five-year period. El Camino College proposes researched best practice strategies to achieve the following five goals: 1) Increase the number of STEM degrees awarded and increase the transfer of all students in STEM majors to the UC and CSU systems, as well as other four-year educational institutions, 2) Develop and articulate agreements for transfer of technical programs to four-year institutions, 3) Focus on students’ academic success, centralize, expand and strengthen academic and student support services for STEM students into a new STEM center, anchored by the MESA program, 4) Continue a strong faculty development program to support professional skills updating of science, math, and technology faculty and counselors, and 5) Increase effectiveness and depth of outreach activities to community and Hispanic feeder high schools to raise awareness of STEM careers and improve academic readiness of students entering STEM courses and programs at El Camino College.
   Project Directors: Lars Kjeseth and Theresa Palos

   Amount of Grant Funding from Granting Agency $4,348,515
   Amount of College Match (in-kind) $-0-
   Total Amount of Grant $4,348,515
   Source of Matching Funds N/A
   Indirect Rate $0-
   Performance Period: October 1, 2011 through September 30, 2016
STUDENT AND COMMUNITY ADVANCEMENT

D. **2012 EL CAMINO COLLEGE SUMMER SCHOOL CALENDAR**
   It is recommended that the Board of Trustees approve revision to the 2012 El Camino College Summer School Calendar to allow the start of the 8-week session to begin on June 18, instead of June 25, 2012. The purpose of the change is to give flexibility in the allocation of summer FTES.
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<tr>
<th>Course Name</th>
<th>Instructor Name</th>
<th>Salary</th>
<th>Tuition Fee</th>
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<tr>
<td>Life Drawing Marathons</td>
<td>Life Painting Com</td>
<td>40%</td>
<td>$18</td>
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<tr>
<td>Shortcut Techniques to Drawing</td>
<td>Berger, Richard</td>
<td>40%</td>
<td>$89</td>
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<td>Multimedia Effects in the Haunted Mansion</td>
<td>Weisbart, Chris</td>
<td>40%</td>
<td>$35</td>
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<tr>
<td>Soap Making</td>
<td>Abdul, Quayum</td>
<td>40%</td>
<td>$39</td>
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<td>Cake Decorating 101</td>
<td>Rossberg, Kirk</td>
<td>40%</td>
<td>$175</td>
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<td>Learn to Play Ukulele</td>
<td>Chang, Mitchell</td>
<td>40%</td>
<td>$69</td>
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<tr>
<td>Introduction to Homebrewing</td>
<td>Schulz, Patrick</td>
<td>$45.14p/h ECC Instructor, Non-Credit Rate</td>
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<tr>
<td>Belly Dance: Basic Building Blocks, Class #1</td>
<td>Costello, Regine</td>
<td>40%</td>
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<td>Belly Dance: Intermediate Elements and Choreography, Class #2</td>
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<td>Bollywood Dance Fitness</td>
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<td>Belly Dance (Beginning)</td>
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<td>$69</td>
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<td>Belly Camp (A Belly Dance Workshop!)</td>
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<td>CPR</td>
<td>Mundell, Shah</td>
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<td>$45</td>
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<td>First Aid</td>
<td>Mundell, Shah</td>
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<td>Become a Notary Public--Prep Class</td>
<td>Public Seminars, Notary</td>
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<td>Become a Professional Child Visitation Monitor</td>
<td>Douglass, Shirley</td>
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<td>Pharmacy Technician Training Program</td>
<td>College, Boston Reed</td>
<td>$2120.00 per student</td>
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<td>The Business of Bartending</td>
<td>Nicholson, Kellie</td>
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<td>Introduction to Voiceovers</td>
<td>For All, Voices</td>
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<td>Personal Fitness Trainer Certification</td>
<td>Training Schools, World Instructor</td>
<td>$424 per student</td>
<td>$599</td>
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<td>Veterinary Assistant Training Program</td>
<td>College, Boston Reed</td>
<td>$799 per student</td>
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<td>Find, Finance &amp; Buy a Franchise</td>
<td>Konstant, Gene</td>
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<td>Learn to Become a Live Scan Fingerprint Operator</td>
<td>Vega, Susan</td>
<td>40%</td>
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<td>Medical Coding Certification Prep Course: AAPC Certified Professional Coder (CPC) Exam</td>
<td>Smith, Debbie</td>
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<td>$599</td>
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<td>Medical Billing &amp; Coding Health Information Management 7-Class Series Parts 1-7</td>
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<td>Medical Billing &amp; Coding Train the Trainer</td>
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<td>Georgen, Pearl</td>
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<td>$39</td>
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<td>Make-Up Artist 101 Certificate Seminar</td>
<td>Tyler, Jenesie</td>
<td>$230 per student</td>
<td>$350</td>
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<td>Child Care Health &amp; Safety Training: For Child-Care Workers and Foster Parents</td>
<td>Young, Paulette</td>
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<td>Electronic Health Records Systems Technologist</td>
<td>College, Boston Reed</td>
<td>$3100 per student</td>
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<td>Food Handler Certification</td>
<td>Kazanchyan, Gevork</td>
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<td>GED Prep: 6 week Fast Track Course</td>
<td>Quinones, Juan</td>
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<td>Contractors State License Board Exam Preparation</td>
<td>Williams, Michael</td>
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<td>Turn your Ideas into Cash</td>
<td>Nicholson, Kellie</td>
<td>40%</td>
<td>$39</td>
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<td>Advanced Child Visitation Monitor</td>
<td>Douglass, Shirley</td>
<td>40%</td>
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<td>SAT Boot Camp (Grades 11-12)</td>
<td>Serradell, Diane</td>
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<td>SAT Boot Camp -Mock Exam</td>
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<tr>
<td>UC Personal Statements: My Life in 1000 words</td>
<td>Arehart, Robin</td>
<td>40%</td>
<td>$139</td>
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<tr>
<td>Kung Fu Kubs (Ages 3-5)</td>
<td>Kung Fu Studio, Scholar Warrior</td>
<td>40%</td>
<td>$79</td>
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<tr>
<td>Academic Chess (Ages 5 - 13)</td>
<td>Chess, Academic</td>
<td>40%</td>
<td>$79</td>
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<tr>
<td>Kung Fu for Kids (Ages 7-12)</td>
<td>Kung Fu Studio, Scholar Warrior</td>
<td>40%</td>
<td>$59</td>
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<tr>
<td>Night the Planetarium: Fall Constellations</td>
<td>Lloyd, Vincent</td>
<td>$45.14p/h ECC Instructor, Non-Credit Rate</td>
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<td>Yoga for Health &amp; Relaxation--Beginning</td>
<td>Berman RYT, Ron</td>
<td>40%</td>
<td>$69</td>
</tr>
<tr>
<td>Yoga For Health &amp; Relaxation--Intermediate</td>
<td>Berman RYT, Ron</td>
<td>40%</td>
<td>$69</td>
</tr>
<tr>
<td>Tai Chi Chuan</td>
<td>Kung Fu Studio, Scholar Warrior</td>
<td>40%</td>
<td>$39</td>
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<tr>
<td>Think Healthy, Be Thin, Stay Thin through Self-Hypnosis</td>
<td>Carter, Jethro</td>
<td>40%</td>
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<tr>
<td>Weight Training &amp; Stretching (Beginning)</td>
<td>Henry, Jeff</td>
<td>40%</td>
<td>$79</td>
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<tr>
<td>Remake and Reshape Your Body with Nutrition</td>
<td>Martin, Julie</td>
<td>40%</td>
<td>$49</td>
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<tr>
<td>Qi Gong</td>
<td>Kung Fu Studio, Scholar Warrior</td>
<td>40%</td>
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<tr>
<td>Natural Pain Management</td>
<td>Vinick, Dr. Mark</td>
<td>40%</td>
<td>$15</td>
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<tr>
<td>Basic Pilates Mat</td>
<td>Webb, Meka</td>
<td>40%</td>
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<tr>
<td>Financial Portfolio: Building Your Financial Portfolio on $25 a Month</td>
<td>Christensen, Bobbie</td>
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<td>Retirement Planning Today</td>
<td>Takahashi, Larry</td>
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<td>Contracts: What to Know Before you Sign/What to do After you Sign</td>
<td>Hahn, Esq., Elliott</td>
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<td>Digital Photography--Basics Boot Camp</td>
<td>Morrison, Douglas</td>
<td>40%</td>
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<tr>
<td>Digital PhotographyBasic Boot Camp 2</td>
<td>Morrison, Douglas</td>
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<td>Computer Basics Boot Camp for Older</td>
<td>Fedderson, Dale</td>
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<tr>
<td>Adults</td>
<td>Fedderson, Dale</td>
<td>40%</td>
<td>$45</td>
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<tr>
<td>Best of the Internet &amp; MS Word</td>
<td>Arce Wilson, Linda</td>
<td>50%</td>
<td>$199</td>
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<tr>
<td>Tailored Basic Math &amp;/or English</td>
<td>Various</td>
<td>$60 per student</td>
<td>$99</td>
</tr>
<tr>
<td>Tutoring: 2 to 1 (Grades 1-6)</td>
<td>Various</td>
<td>$60 per student</td>
<td>$99</td>
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<tr>
<td>ED2GO /Cengage- Various Online</td>
<td>Varies</td>
<td>Varies</td>
<td>Varies</td>
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<td>Classes</td>
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<tr>
<td>Gatlin/Cengage Various Online</td>
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</tr>
<tr>
<td>Courses</td>
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<td></td>
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</tbody>
</table>
A. Tentative Budget 2011-12 ...................................................................................... 21
B. Resolution – District Appropriation Limit for 2011-12 ......................................... 21
C. Interfund Transfers ................................................................................................. 21
D. Year-End Appropriations Transfers 2010-11 ......................................................... 22
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H. Amendment (To Original Contract Dates) ............................................................. 28
I. Personal Services Agreement ................................................................................. 29
J. Memorandum of Understanding ........................................................................... 29
K. Bid #2010-7/Roofing Project: Summer 2011 ........................................................ 29
L. Declaration of Surplus Property ............................................................................ 29
M. Five – Year Construction Plan 2011-2016 ............................................................ 30
N. Purchase Orders and Blanket Purchase Orders ...................................................... 31
A. **TENTATIVE BUDGET 2011-2012**

It is recommended that the Tentative Budget be approved for the following funds: General Fund-Unrestricted, General Fund-Restricted, General Fund-Compton Center Related, General Fund-Special Programs, Student Financial Aid, Workers' Compensation, Child Development, Capital Outlay, General Obligation Bond, Property and Liability Self-Insurance, Dental Self-Insurance, Post Employment Benefits, and Bookstore Funds for the 2011-2012 fiscal year.

California Code Regulations Section 58305(a) requires that, on or before the first day of July, each community college district shall file a tentative budget with the County Superintendent of Schools. The Tentative Budget is posted on the El Camino College website in the Administration, Board of Trustees section at: [http://www.elcamino.edu/administration/board/agendas/2008/Tentative%20Budget%202011-12.pdf](http://www.elcamino.edu/administration/board/agendas/2008/Tentative%20Budget%202011-12.pdf).

B. **RESOLUTION – DISTRICT APPROPRIATION LIMIT FOR 2011-12**

It is recommended that the Board of Trustees adopt the resolution establishing the Appropriation Limit of $126,477,940 for the 2011-2012 fiscal year. Article XIII B of the State Constitution as approved by the voters in November 1979 requires the establishment of an Appropriation Limit on “Proceeds of Taxes” revenues for public agencies, including school districts. The governing board must approve each year the appropriation limit for the District.

C. **INTERFUND TRANSFERS**

It is recommended that the Board of Trustees approve the following interfund transfers for 2011-2012.

<table>
<thead>
<tr>
<th></th>
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</tr>
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<tbody>
<tr>
<td></td>
<td>$430,000</td>
<td>$1,000,000</td>
<td>3,000,000</td>
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<td>$5,790,000</td>
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</table>

From: General Fund - Restricted (12)
To: Capital Outlay Fund (41) $  60,000

From General Fund - Special Programs (15)
To: General Fund - Unrestricted (11) $ 800,000
Post Employment Benefits Fund (17) 900,000
$1,700,000

Contributions to Other Funds
From: General Fund - Unrestricted (11)
To: Workers’ Compensation Fund (61) $1,280,167
Property & Liability Fund (62) 900,000
$2,180,167

From: Bookstore (51)
To: Auxiliary Services (79) $  276,000

D. YEAR-END APPROPRIATIONS TRANSFERS 2010-2011
It is recommended that the Board of Trustees authorize the District and County Superintendent of Schools to make appropriate transfers necessary at the close of the 2010-2011 school year to permit the payment of budgeted and other obligations of the district during such school year.

E. CONTRACTS UNDER $78,900
It is recommended the Board of Trustees, in accordance with Board Policy 6340, ratify the District entering into the following agreements. The Vice President of Administrative Services or an authorized designee has executed the necessary documents.

1. Contractor: AMERICAN TRAINCO, INC.
Services: Contractor will provide eight hours of on-site training in electrical code updates for employees at Space Technologies Corporation.
Requesting Dept.: Community Advancement – Center for Applied Competitive Technologies (CACT)
Date(s): 6/1/11 – 6/30/11
Financial Terms: Cost $4,100
Funded by the Chancellor’s Office, California Community Colleges - Responsive Training Fund Grant

2. Contractor: CTP INC./TEAMBONDING
Services: Contractor facilitated team bonding activity for Professional Classified Development Day.
Requesting Dept.: Human Resources – Staff Development
Date(s): 5/20/11
Cost: $10,200 – To be paid as follows:
$4,250 Foundation
$2,000 Schools First Credit Union
$3,950 District

3. Contractor: CALDWELL FLORES WINTERS, INC.
Services: Contractor will provide data to assist District to create five trustee areas, each of which will contain an equal number of persons, and which will balance population counts while maintaining consistency in local neighborhood populations within each area.
Requesting Dept.: President’s Office – Public Relations and Marketing
Date(s): 6/21/11 – 4/30/2012
Financial Terms: Cost not to exceed $15,000

4. Contractor: CITRUS VALLEY HEALTH PARTNERS
Services: Contractor will provide access and assist faculty with supervision of qualified paramedic students in a clinical setting for twenty eight-hour shifts in an emergency room.
Requesting Dept.: Academic Affairs – Industry and Technology
Date(s): 7/1/11 – 6/30/12
Financial Terms: No cost to the District

5. Contractor: CIVIC CENTER STUDIOS
Services: Contractor to produce three short videos for graduation initiative project to market the importance of getting a degree.
Requesting Dept.: Student Services – Enrollment Services
Date(s): 5/25/11 – 12/30/11
Financial Terms: Cost not to exceed $16,000
Funded by Title V – Graduation Initiative Grant

6. Contractor: COMPANSOL
Services: Contractor will conduct two-day training to assist staff members using the TRIO STEM Database software and its tools.
Requesting Dept.: Academic Affairs – Mathematical Sciences
Date(s): 7/14/11 and 7/15/11
Financial Terms: Cost not to exceed $3,500
Funded by the Science, Technology, Engineering and Mathematics STEMS Grant

7. Contractor: COMPTON COMMUNITY COLLEGE DISTRICT
Services: El Camino College will provide interpreters/real-time captionists for verified deaf and hard-of-hearing students at the Compton Education Center as needed.

Requesting Dept.: Health Sciences and Athletics - Special Resource Center
Date(s): 7/1/11 – 6/30/12
Financial Terms: Projected Gross Income $20,000

8. Contractor: COUNTY OF LOS ANGELES, DEPARTMENT OF HEALTH SERVICES
Services: Contractor, pursuant to the provisions of Section 1441 of the California Health and Safety Code, has established a “Master Agreement” that consists of a network of County hospitals and care facilities approved for the purpose of providing supervised clinical experience for students enrolled in health services programs.

Requesting Dept.: Academic Affairs – Health Science & Athletics
Date(s): 7/1/11 – 6/20/16
Financial Terms: No cost to the District

9. Contractor: ESTWICK AND ASSOCIATES, INC.
Services: Contractor will provide overall administration and training for the District’s Foster Kinship Care Education (FKCE) Program.

Requesting Dept.: Student Services – Enrollment Services
Date(s): 7/1/11 – 6/30/12
Financial Terms: Costs not to exceed $70,603 $69,419 – Administration; and for $1,184 training Funded by The Foundation for California Community Colleges

10. Contractor: ESTWICK AND ASSOCIATES, INC.
Services: Contractor will provide overall administration and training for the District’s Youth Empowerment Strategies for Success (YESS) Program.

Requesting Dept.: Student Services – Enrollment Services
Date(s): 7/1/11 – 6/30/12
Financial Terms: Costs not to exceed $53,292 Administration $51,440; and $1,517 for training Funded by the Foundation for California Community Colleges

11. Contractor: FOUNDATION FOR CALIFORNIA COMMUNITY COLLEGES (FCCC)
Services: Contractor, through Trough Certiport, will purchase a site license for El Camino College to proctor Microsoft online certification exams for the Math, Engineering, and Science Achievement (MESA) Program students as part of their Digital Literacy Internship Project.

Requesting Dept.: Academic Affairs – Mathematical Sciences

Date(s): 2/11/11 – 6/30/13

Financial Terms: Projected Gross Income $8,000

Funded by the U.S. Department of Commerce’s National Telecommunication Broadband Technology Opportunity Program

12. Contractor: LIVE FORUM FOUNDATION USA

Services: Contractor will provide Research Academy for Science, Technology, Engineering and Math (STEM) Project students.

Requesting Dept.: Academic Affairs – Natural Sciences

Date(s): 4/7/11 – 8/15/11

Financial Terms: Cost not to exceed $11,150

Funded by the Department of Education, Title V STEM Grant

13. Contractor: LOS RIOS COMMUNITY COLLEGE DISTRICT

Services: Contractor will prepare thirty binders of the “Next Skills Prep for High School Students” to support statewide Career and Technical Education partnerships with high schools.

Requesting Dept.: Community Advancement – Workplace Learning Resource Center

Date(s): 5/17/11 – 6/30/11

Financial Terms: Cost not to exceed $2,080

Funded by the Chancellor’s Office – Career Technical Education Community Collaborative Grant

14. Contractor: MARS AIR SYSTEMS, LLC

Services: Contractor will receive a total of twenty-four hours of Customer Service training.

Requesting Dept.: Community Advancement – Center for Applied Competitive Technologies

Date(s): 6/21/11 – 6/30/12

Financial Terms: Projected Gross Income $8,599

Funded by Employment Training Panel (ETP)

15. Contractor: ON COURSE WORKSHOP
### 16. Contractor: PEAT INTERNATIONAL, INC.
#### Services:
Contractor will initiate a partner search at the International Trade shows in Beijing and Chongqing to market their products in China.

#### Requesting Dept.:
Community Advancement – Center for International Trade Development

#### Date(s): 6/21/11 – 6/30/11

#### Financial Terms:
Cost not to exceed $700
Funded by the U.S. Department of Commerce Green Export Enabler Program

### 17. Contractor: SIXTEN AND ASSOCIATES
#### Services:
Contractor will prepare the District’s state mandated cost reimbursement claims.

#### Requesting Dept.:
Administrative Services – Fiscal Services

#### Date(s): 7/1/11 – 6/30/12

#### Financial Terms:
Cost not to exceed $24,000

### 18. Contractor: THORO PACKAGING
#### Services:
Contractor will receive fifty-six hours of training in Print Theory and Application.

#### Requesting Dept.:
Community Advancement – CACT

#### Date(s): 6/21/11 – 6/30/12

#### Financial Terms:
Projected Gross Income $20,836
Funded by the Employment Training Panel (ETP)

### 19. Contractor: TOTAL COMPENSATION SYSTEMS, INC.
#### Services:
Contractor will provide consulting services to the District for the Actuarial Study for Retiree Health Premium Liability.

#### Requesting Dept.:
Administrative Services – Fiscal Services

#### Date(s): 6/7/11 – 12/31/11

#### Financial Terms:
Cost not to exceed $7,200

### 20. Contractor: VIET KHOI TRADE & SERVICE COMPANY
#### Services:
Contractors will serve as F-1 Visa Educational Agent to
recruit F-1 Visa Students for El Camino College.

**Requesting Dept.:** Admissions – International Student Program

**Dates:** 4/21/11 - 6/30/11 with four optional one-year renewal periods.

**Financial Terms:** The fee shall be $250 per each student per consecutive semester completed, not to exceed $500

21. **Contractor:** WESTERN GOVERNORS UNIVERSITY

**Services:** Western Governors University (WGU) will use the El Camino College Simulation Lab for El Camino College Associate Degree Nursing students enrolled in WGU's Bachelor of Science Nursing programs.

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

**Date(s):** 7/1/11 – 6/30/12

**Financial Terms:** Projected Gross Income $17,000

**F. AMENDMENT**

1. **Contractor:** ESTWICK AND ASSOCIATES, INC.

**Services:** Contractor will provide overall administration and training for the District’s Foster Kinship Care Education (FKCE) Program.

**Requesting Dept.:** Student Services – Enrollment Services

**Date(s):** 7/1/10 – 6/30/11

**Financial Terms:** Costs not to exceed $78,889 (Originally Board approved July 10, 2010 for $71,400) Funded by the Foundation for California Community Colleges

2. **Contractor:** ESTWICK AND ASSOCIATES, INC.

**Services:** Contractor will provide overall administration and training for the District’s Youth Empowerment Strategies for Success (YESS) Program.

**Requesting Dept.:** Student Services – Enrollment Services

**Date(s):** 7/1/10 – 6/30/11

**Financial Terms:** Costs not to exceed $51,902 (Originally Board approved July 10, 2010 for $49,552) Funded by the Foundation for California Community Colleges

**G. CONTRACT OVER $78,900**

It is requested the Board of Trustees approve the District enter into the following agreement:
1. **Contractor:** LONG BEACH COMMUNITY COLLEGE DISTRICT (LBCCD)
   
   **Services:** As a subcontractor to LBCCD, the El Camino College District’s Small Business Development Center (SBDC) will provide training workshops and one-on-one consulting to small businesses in the South Bay and surrounding cities.
   
   **Requesting Dept.:** Community Advancement – Small Business Development Center (SBDC)
   
   **Date(s):** 2/1/11 – 1/31/13
   
   **Financial Terms:** Projected Gross Income $190,000
   
   Funded by LBCCD as a sub-recipient of the Calendar 2011 Grant/Cooperative Agreement award for the Los Angeles Regional Small Business Development Center (SBDC) by the U.S. Small Business Administration

2. **Contractor:** WARNER BROS. STUDIO FACILITIES
   
   **Services:** Contractor will provide in-service fire fighter training for designated participants through the District’s Fire and Emergency Technology Division.
   
   **Requesting Dept.:** Academic Affairs - Industry and Technology
   
   **Date(s):** 7/1/11 – 6/30/15
   
   **Financial Terms:** El Camino College will pay $2.50 per student contact hour:
   
   El Camino College will retain the FTES revenue

H. **AMENDMENT (TO ORIGINAL CONTRACT END DATES)**

**Contractor:** NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**Services:** Contractor will provide funding for the El Camino Community College District’s Business Training Center for the employment of persons with special training and experience to furnish special services and advise in financial, economic, accounting, engineering, legal or administrative matters in support of the “Advanced Manufacturing CACT Collaborative” No. 10-332-064.

**Requesting Dept.:** Community Advancement – Center for Applied Competitive Technology

**Date(s):** 1/26/11 – 6/30/12 (Board approved incorrect end dates on March 2011 meeting.)

**Financial Terms:** Projected Gross Income $175,000

Funded by the Chancellor’s Office, California Community Colleges – Responsive Training Fund Grant “Advanced
I. PERSONAL SERVICE AGREEMENTS:

Contractor: YOSHIAKI KUWATA
Services: Contractor will provide a series of workshops for students on NASA JPL research topics (physics, engineering, technology) related to space balloon launch.
Requesting Dept.: Academic Affairs – Natural Sciences Division
Date(s): 6/1/11 – 8/31/11
Financial Terms: Cost not to exceed $3,000
Funded by the Science, Technology, Engineering and Math

J. MEMORANDUM OF UNDERSTANDING

It is requested the Board of Trustees approve entering into the following Memorandum of Understanding:

Contractor: JOYFUL EDUCATION SERVICE, INC.
Services: The District will provide a 36-hour course (in vocabulary, reading, writing and conversation) for Japanese students in Summer 2011.
Requesting Dept.: Admissions and Records – El Camino Language Academy
Date(s): 7/18/11 – 8/4/11
Financial Terms: Projected Gross Income $13,695

K. BID #2010-7/ROOFING PROJECT: SUMMER 2011

It is recommended the Board of Trustees approve bid awards to the following bidders in accordance with the specifications, terms and conditions of the above-named bid.

Included in the bid are 11 separately priced areas. The bid award amounts are the sum of the lowest bid submitted for each area.

<table>
<thead>
<tr>
<th>RECOMMENDED BIDDERS</th>
<th>BID AWARD AMOUNT</th>
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</thead>
<tbody>
<tr>
<td>Best Contracting</td>
<td>$134,514</td>
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<tr>
<td>Letner Roofing</td>
<td>113,240</td>
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<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$247,754</strong></td>
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</table>

OTHER BIDDERS
Cook Coatings submitted a non-responsive bid in the amount of $399,800.

L. DECLARATION OF SURPLUS PROPERTY

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

<table>
<thead>
<tr>
<th>ECC#</th>
<th>Serial</th>
<th>Manufacturer</th>
<th>Model</th>
<th>Description</th>
<th>Condition</th>
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<tbody>
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<td>2FMZA51U4WBE37716</td>
<td>Ford</td>
<td>Windstar</td>
<td>Minivan</td>
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<tr>
<td>N/A</td>
<td>1098F29894</td>
<td>Carrier</td>
<td>30HXC146 RZ-600</td>
<td>Chiller</td>
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<tr>
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<td>Carrier</td>
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<td>Machine</td>
<td>4400PT</td>
<td>Treadmill</td>
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<td>Machine</td>
<td>4400PT</td>
<td>Treadmill</td>
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<tr>
<td>10412</td>
<td>Star Trac</td>
<td>6531</td>
<td></td>
<td>Treadmill</td>
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<tr>
<td>10418</td>
<td>Star Trac</td>
<td>6531</td>
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<td>Treadmill</td>
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<tr>
<td>18410</td>
<td>Star Trac</td>
<td>6531</td>
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<td>Treadmill</td>
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<td>10886</td>
<td>Star Trac</td>
<td>Sep-30</td>
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<td>Stair Trac Cycle</td>
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<tr>
<td>10884</td>
<td>Star Trac</td>
<td>Sep-30</td>
<td></td>
<td>Stair Trac Cycle</td>
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<tr>
<td>10885</td>
<td>Star Trac</td>
<td>Sep-30</td>
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<td>Stair Trac Cycle</td>
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<td>18918</td>
<td>Star Trac</td>
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<td>Stair Trac Bicycle</td>
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<td>Leg Press</td>
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<td>Military Press</td>
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<td>Maxican</td>
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<td>Thigh Exerciser</td>
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<td>2928</td>
<td>Life Fitness</td>
<td>ST05</td>
<td>Abdominal Machine</td>
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<td>2921</td>
<td>Keiser</td>
<td></td>
<td>Back Exerciser</td>
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1=No longer needed
2=No longer suitable

M. FIVE-YEAR CONSTRUCTION PLAN 2011-2016
Background: As required by the Community College Construction Act of 1980, the El Camino Community College District is submitting its 2011-2016 Five-Year Construction Plan and associated documents to the Office of the Chancellor of the California Community Colleges.

<table>
<thead>
<tr>
<th>YEAR</th>
<th>PROJECT – FUNDING PHASE</th>
<th>AMOUNT</th>
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<tbody>
<tr>
<td>2011-12</td>
<td>Electrical &amp; Data Conversion (C) (E)</td>
<td>$12,500,000</td>
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<tr>
<td></td>
<td>Math &amp; Computer Science Building Modernization (P) (W)</td>
<td>$2,520,000</td>
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### 2012-13 Projects
- **Vocational Shops Replacement** (P) (W) (C) (E) $31,892,000
- **Student Services Center Replacement** (P) (W) (C) (E) $41,079,000
- **Lot C Parking Structure** (C) (P) (W) $33,932,000
- **Math & Computer Science Building Modernization** (C) (E) $30,699,000

### 2013-14 Projects
- **Lot C Parking Structure** (E) $1,500,000

### 2014-15 Projects
- **Stadium & Track Replacement** (P) (W) (C) (E) $42,224,000
- **North Gym Renovation/Replacement** (P) (W) $1,875,000
- **Music Building Replacement** (P) (W) $2,305,000

### 2015-16 Projects
- **Music Building Renovation/Replacement** (C) (E) $29,700,000
- **North Gym Renovation/Replacement** (C) (E) $24,557,000

**P = Plans**
**W = Working Drawings**
**C = Construction**
**E = Equipment**

### PURCHASE ORDERS AND BLANKET PURCHASE ORDERS

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

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**Fund 11 Total: 72** $652,898.99

**Fund 12** Restricted - El Camino

<p>| P0403238 | Tigerdirect.Com | Parking-Student | New Computer | $1,193.31 |
| P0403428 | Computerland of | VATEA Medial / TV | Computer Software Account | $7,249.53 |
| P0403440 | B &amp; H Photo-Video | Parking-Student | New Equipment | $218.15 |
| P0403442 | CDW-G | Parking-Student | New Equipment | $1,435.64 |
| P0403447 | Adamson Industries, | Parking-Student | New Equipment | $3,170.24 |
| P0403495 | Best Buy for Govt &amp; STEM transfer-Hispanic | Other Services And Expenses | $6,473.45 |</p>
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<td>Sign Language Contract Services</td>
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<td>Michael A. Parra</td>
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<td>MESA Program Student Stipends</td>
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<td>P0404201</td>
<td>Maria Estrada</td>
<td>First Year Experience</td>
<td>Other Services And Expenses</td>
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<td>Parking-Student</td>
<td>Repairs Non Instr</td>
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<td>P0404213</td>
<td>Classic Cleaners and</td>
<td>Parking-Student</td>
<td>Dry Cleaning</td>
<td>$611.09</td>
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<tr>
<td>P0404215</td>
<td>South Bay Municipal</td>
<td>Parking Violations DMV</td>
<td>Other Services And Expenses</td>
<td>$9,688.00</td>
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<tr>
<td>P0404216</td>
<td>B &amp; H Inglewood Tow</td>
<td>Parking-Student</td>
<td>Repairs Non Instr</td>
<td>$100.00</td>
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<tr>
<td>P0404217</td>
<td>Bayside Medical Center</td>
<td>Parking-Student</td>
<td>Other Services And Expenses</td>
<td>$127.80</td>
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<tr>
<td>P0404221</td>
<td>Anahita Taraporewalla</td>
<td>STEM transfer-Hispanic</td>
<td>Contract Services</td>
<td>$80.00</td>
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<td>P0404223</td>
<td>Phillip D. Nelson</td>
<td>STEM transfer-Hispanic</td>
<td>Contract Services</td>
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<td>P0404230</td>
<td>Campus Food Services</td>
<td>STEM transfer-Hispanic</td>
<td>Non-Instruct Supplies</td>
<td>$163.25</td>
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</tr>
<tr>
<td>P0404232</td>
<td>Best Buy for Govt &amp;</td>
<td>CCAccessMeansParen</td>
<td>Non Inst Comp Eq less than</td>
<td>$861.52</td>
<td></td>
</tr>
</tbody>
</table>

**Fund 12 Total: 71** $107,056.89

| P0402174 | McMaster Carr | 2010-11 VP-Admin Svc | New Equipment - Instructional | $661.84 |
| P0402883 | Write Time Publishing | 2010-11 VP-Admin Svc | Instructional Supplies | $43.17 |
| P0403053 | Staples Advantage | 2010-11 VP-Admin Svc | New Equipment - Instructional | $1,043.49 |
| P0403370 | Dell Marketing L. P. | 2010-11 VP-Admin Svc | New Computer | $9,121.91 |
| P0403515 | CDW-G | 2010-11 VP-Admin Svc | New Computer | $2,865.70 |
| P0403520 | Dell Marketing L. P. | 2010-11 VP-Admin Svc | New Computer | $1,270.96 |
| P0403559 | South Bay Regional | Campus Police | New Equipment | $818.00 |
| P0403663 | CDW-G | 2010-11 VP-Admin Svc | New Equipment - Instructional | $34.04 |
| P0403888 | CDW-G | 2010-11 VP-Admin Svc | New Computer | $1,569.63 |
| P0404010 | Infobase Publishing | Div Office Instr. | Library Books | $840.60 |
| P0404016 | Thomson West | Div Office Instr. | Library Books | $39.51 |
| P0404057 | Thomson West | Div Office Instr. | Library Books | $5,827.18 |
| P0404119 | Todays Classroom | 2010-11 VP-Admin Svc | New Equipment - Instructional | $6,138.90 |
| P0404157 | Salem Press | Div Office Instr. | Library Books | $399.49 |
| P0404210 | Lista International | 2010-11 VP-Admin Svc | New Equipment - Instructional | $18,373.86 |
| P0404231 | Law Offices of Larry | Institutional Services | Legal | $3,037.50 |

**Fund 15 Total: 17** $54,096.82

| P0403925 | Genesis Floor | Flooring Replacements | Buildings | $1,311.26 |
| P0404007 | Allsteel, Inc. | Classroom&Office | Buildings | $1,157.49 |
| P0404012 | The Gunlocke | Social Sciences | Group II Equipment | $5,044.03 |
| P0404013 | Global Distributors, Inc. | Social Sciences | Group II Equipment | $7,471.37 |
| P0404022 | Krueger International | Social Sciences | Group II Equipment | $257,539.88 |
| P0404031 | Majestic Lighting | Classroom&Office | Buildings | $1,055.45 |
| P0404072 | Tandus Flooring, Inc. | Flooring Replacements | Buildings | $3,463.54 |
| P0404126 | Daily Breeze, the | Roofing 2011 | Multi Media Advertising | $2,053.19 |

**Fund 41 Total: 8** $279,096.21

| P0404147 | El Camino Community | Purchasing and | Liability - Self Insurance | $321.87 |

**Fund 62 Total: 1** $321.87

| P0404110 | Harold L. Tyler | Student Affairs | ASB Exp. | $1,000.00 |

Board of Trustees Agenda – June 20, 2011
<table>
<thead>
<tr>
<th>Fund 79</th>
<th>Auxiliary Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>P0404036</td>
<td>Kimberly Wilkinson</td>
</tr>
<tr>
<td>P0404037</td>
<td>Patty Briles</td>
</tr>
<tr>
<td>P0404038</td>
<td>Kimberly Wilkinson</td>
</tr>
<tr>
<td>P0404039</td>
<td>Patty Briles</td>
</tr>
<tr>
<td>P0404071</td>
<td>Kelli L. Lundin</td>
</tr>
<tr>
<td>P0404077</td>
<td>Elizabeth R. Schwartz</td>
</tr>
<tr>
<td>P0404082</td>
<td>Campus Food Services</td>
</tr>
<tr>
<td>P0404084</td>
<td>Campus Food Services</td>
</tr>
<tr>
<td>P0404087</td>
<td>Campus Food Services</td>
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<td>P0404097</td>
<td>Campus Food Services</td>
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<td>P0404102</td>
<td>Campus Food Services</td>
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<tr>
<td>P0404105</td>
<td>Charles N. Ryder</td>
</tr>
<tr>
<td>P0404112</td>
<td>Lauren M. Kasmer</td>
</tr>
<tr>
<td>P0404128</td>
<td>Nancy A. Adler</td>
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<tr>
<td>P0404149</td>
<td>Marian D. Tell</td>
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<td>P0404161</td>
<td>Campus Food Services</td>
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<tr>
<td>P0404233</td>
<td>Bernice L. Boseman</td>
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<tr>
<td>P0404234</td>
<td>Joseph J. Derthick</td>
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<tr>
<td>P0404235</td>
<td>Bianca A. Lara</td>
</tr>
<tr>
<td>P0404236</td>
<td>Alex N. Ronne</td>
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<tr>
<td>P0404237</td>
<td>Amy L. Wolff</td>
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<tr>
<td>P0404238</td>
<td>Katrina M. Castellano</td>
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**Fund 79 Total: 22**  
**$8,447.17**

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<th>Fund 81</th>
<th>Student Organizations</th>
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<tr>
<td>P0404132</td>
<td>Fabrice Vignati</td>
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**Fund 81 Total: 1**  
**$100.00**

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<th>Fund 11</th>
<th>Unrestricted - El Camino</th>
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<tbody>
<tr>
<td>B0411071</td>
<td>Laurie Watkins Dzign</td>
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<tr>
<td>B0411072</td>
<td>Newark Electronics</td>
</tr>
<tr>
<td>B0411074</td>
<td>Tequipment.Net</td>
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<tr>
<td>B0411090</td>
<td>E.C.C. Public</td>
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<tr>
<td>B0411120</td>
<td>CTP Inc.Teambonding</td>
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**Fund 11 Total: 5**  
**$6,325.00**

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<th>Restricted - El Camino</th>
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<td>B0403874</td>
<td>Fast Deer Bus Charter</td>
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<tr>
<td>B0411070</td>
<td>Crust Crawler Design</td>
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<td>B0411077</td>
<td>ECCD Petty Cash</td>
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**PO Funds Total: 193**  
**$1,103,017.95**

Board of Trustees Agenda – June 20, 2011  
Page 35
<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Fund</th>
<th>Amount</th>
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<tbody>
<tr>
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<td>B0411079</td>
<td>E.C.C. Public CTE I I - grant Non-Instruct Supplies</td>
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<td>B0411089</td>
<td>Civic Center Studios TitleV-Improving Contract Services</td>
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<td>B0411103</td>
<td>Live Forum Foundation STEM transfer-Hispanic Contract Services</td>
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<td>B0411110</td>
<td>American Trainco Inc RTF - (10-332-064) Contract Services</td>
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<td>Los Rios Community WPLRC Industry Driven Contract Services</td>
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<td>B0411114</td>
<td>Peat International Inc. CITD - ECC Exp/Imp Contract Services</td>
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<td>B0411115</td>
<td>E.C.C. Public Matching - IDRC, etc. Printing</td>
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<td>B0411117</td>
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**Fund 12 Total: 12**  
$50,325.79

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<td>E.C.C. Public Fine Arts Non-Instruct Supplies</td>
<td>Fund 79</td>
<td>$583.00</td>
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**Fund 79 Total: 1**  
$583.00

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<thead>
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<th>Amount</th>
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<td>B0411094</td>
<td>E.C.C. Public Human Resources Fundraising</td>
<td>Fund 82</td>
<td>$27.75</td>
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**Fund 82 Total: 1**  
$27.75

**BPO Funds Total: 19**  
$57,261.54

**Grand Total POs and BPOs: 212**  
$1,160,279.49
## Agenda for the El Camino Community College District Board of Trustees
### For
### Measure E Bond Fund
### Administrative Services

<table>
<thead>
<tr>
<th>A. Category Budgets and Balances</th>
<th>38</th>
</tr>
</thead>
<tbody>
<tr>
<td>B. Contract – HMC Architects – Architectural Services</td>
<td>38</td>
</tr>
<tr>
<td>C. Bid Award – American Gardens, Inc. – Baseball Field Improvements</td>
<td>38</td>
</tr>
<tr>
<td>D. Contract Amendment – Prestige Security – Math Business Allied Health Project</td>
<td>39</td>
</tr>
<tr>
<td>E. Change Order – Al Shankle Construction Company – Social Science Modernization Project</td>
<td>39</td>
</tr>
<tr>
<td>F. Change Order – Insignia – Campus Signage and Wayfinding Project</td>
<td>40</td>
</tr>
<tr>
<td>G. Retention Reduction – Mackone Development, Inc. – Bookstore Modernization</td>
<td>40</td>
</tr>
<tr>
<td>H. Purchase Orders and Blanket Purchase Orders</td>
<td>40</td>
</tr>
</tbody>
</table>
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 May 31, 2011.

<table>
<thead>
<tr>
<th>CATEGORY</th>
<th>BUDGET</th>
<th>EXPENDED</th>
<th>COMMITTED</th>
<th>BALANCE</th>
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<tbody>
<tr>
<td>Additional Classrooms and Modernization</td>
<td>$235,406,433</td>
<td>$87,872,958</td>
<td>$17,048,963</td>
<td>$130,484,512</td>
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<tr>
<td>Campus Site Improvements</td>
<td>32,416,561</td>
<td>25,593,008</td>
<td>378,056</td>
<td>6,445,497</td>
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<tr>
<td>Energy Efficiency Improvements</td>
<td>2,818,000</td>
<td>2,756,426</td>
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<td>61,574</td>
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<tr>
<td>Health and Safety Improvements</td>
<td>129,899,135</td>
<td>50,723,069</td>
<td>11,182,788</td>
<td>67,993,278</td>
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<tr>
<td>Information Technology and Equipment</td>
<td>24,678,355</td>
<td>12,268,664</td>
<td>116,961</td>
<td>12,292,731</td>
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<tr>
<td>Physical Education Facilities Improvements</td>
<td>572</td>
<td>572</td>
<td>0</td>
<td>0</td>
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<tr>
<td>TOTAL</td>
<td>$425,219,056</td>
<td>$179,214,697</td>
<td>$28,726,767</td>
<td>$217,277,591</td>
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B. CONTRACT – HMC ARCHITECTS – ARCHITECTURAL SERVICES

It is recommended the Board of Trustees approve entering into a contract with the above firm to provide as needed architectural and master planning services in support of the College’s Facilities Master Plan and related projects.

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

Dates of Services:  June 2011 through January 2012

Cost:  Cost not to exceed $60,000.

C. BID AWARD 2010-10 – AMERICAN GARDENS, INC. - BASEBALL FIELD IMPROVEMENTS

It is recommended Bid No. 2010-10 be awarded to American Gardens, Inc. in accordance with the specifications, terms and conditions of the above-named bid.

<table>
<thead>
<tr>
<th>RECOMMENDED BIDDER</th>
<th>BID AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>American Gardens, Inc.</td>
<td>$198,178</td>
</tr>
</tbody>
</table>
D. CONTRACT AMENDMENT – PRESTIGE SECURITY – MATH BUSINESS ALLIED HEALTH PROJECT

It is recommended the Board of Trustees approve the following contract amendment.

On December 20, 2010, the Board of Trustees approved a recommendation to increase the contract amount by $30,160. An error was made in the calculation of this amount. The correct amount should have been $55,000.

Additional security services as requested by the District. $24,840

Total Contract Amendment Amount $24,840

Original Contract Amount $50,000
Prior Changes 30,160
This Contract Amendment Amount 24,840
New Contract Amount $105,000

E. CHANGE ORDER – AL SHANKLE CONSTRUCTION COMPANY – SOCIAL SCIENCE MODERNIZATION PROJECT

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

Provide and install epoxy injection adhesive into cracks in the second level structural floor. After removal of the floor covering, cracks were discovered in the concrete floor. This work was required by the project’s structural engineer and was due to unforeseen conditions.

Total Change Order Amount $56,521

Original Contract Amount $4,015,104
Prior Changes 0
This Change Order Amount 56,521
New Contract Amount $4,071,625
F. CHANGE ORDER – INSIGNIA – CAMPUS SIGNAGE AND WAYFINDING PROJECT

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

1. Provide and install a wall-mounted building name sign. $1,488  
2. Provide and install five additional parking directional signs. 16,620  
Total Change Order Amount $18,108

Original Contract Amount $225,699  
Prior Changes 0  
This Change Order Amount 18,108  
New Contract Amount $243,807

G. RETENTION REDUCTION – MACKONE DEVELOPMENT INC. – BOOKSTORE MODERNIZATION

It is recommended the Board of Trustees reduce the 10% retention withheld from Mackone Development Inc. for work performed on the Bookstore Modernization Project. The recommended reduction amount is $140,000.

The 10% retention amount is $555,124, after the reduction the remaining $415,124 will be adequate to protect the College’s interest.

Construction work is substantially complete. A Notice of Completion recommendation for payment of the remaining retention is pending approval of project close-out documentation and test results.

H. 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 the following purchase orders for Measure E expenditures be ratified and payment be authorized upon delivery and acceptance of the items or services ordered.

<table>
<thead>
<tr>
<th>PO #</th>
<th>VENDOR NAME</th>
<th>SITE NAME</th>
<th>DESCRIPTION</th>
<th>COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>P403535</td>
<td>CCS Presentation</td>
<td>Information Technology</td>
<td>New Computer</td>
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<tr>
<td>P403639</td>
<td>Dell Marketing L.P.</td>
<td>Information Technology</td>
<td>New Computer</td>
<td>14,016.11</td>
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<tr>
<td>P403647</td>
<td>Insight Systems</td>
<td>Information Technology</td>
<td>New Computer</td>
<td>33,841.94</td>
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<tr>
<td>P403746</td>
<td>AT&amp;T Datacomm</td>
<td>Social Sciences</td>
<td>Group II Equipment</td>
<td>77,804.15</td>
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<tr>
<td>P403886</td>
<td>Hyland Software, Inc.</td>
<td>Student &amp; Community</td>
<td>New Computer</td>
<td>9,219.00</td>
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<tr>
<td>P403905</td>
<td>The Plumbers</td>
<td>Humanities Complex</td>
<td>Group I Equipment</td>
<td>378.98</td>
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<tr>
<td>P404008</td>
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<td>Site Improvements</td>
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<tr>
<td>P404011</td>
<td>Allsteel Inc.</td>
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<td>Group II Equipment</td>
<td>124,182.35</td>
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<tr>
<td>PO/BPO Reference</td>
<td>Vendor/Department</td>
<td>Project/Work Area</td>
<td>Category/Item Description</td>
<td>Amount</td>
</tr>
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<td>------------------</td>
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<tr>
<td>P404048</td>
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<td>Group II Equipment</td>
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<tr>
<td>P404049</td>
<td>Forms+Surfaces</td>
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<tr>
<td>P404058</td>
<td>Best Contracting</td>
<td>Infrastructure Phase III</td>
<td>Site Improvements</td>
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</tr>
<tr>
<td>P404109</td>
<td>Performance Pipeline</td>
<td>Bookstore Building</td>
<td>Site Improvements</td>
<td>5,000.00</td>
</tr>
<tr>
<td>P404114</td>
<td>The Apple Store</td>
<td>Information Technology</td>
<td>New Computer</td>
<td>17,494.88</td>
</tr>
<tr>
<td>P404115</td>
<td>Mr. Fish Maids</td>
<td>Natural Sciences</td>
<td>New Equipment</td>
<td>1,329.07</td>
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<tr>
<td>P404129</td>
<td>HCD</td>
<td>Shops Building</td>
<td>Permit Processing Fees</td>
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<tr>
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<td>Group II Equipment</td>
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<td>Paving</td>
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<tr>
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<td>Contract Services</td>
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<td>Testing &amp; Inspection</td>
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<td><strong>TOTAL POs AND BPOs</strong></td>
<td>$616,744.96</td>
</tr>
<tr>
<td>A. Employment and Personnel Changes.................................</td>
<td>43</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>---------------------------------------------------------------</td>
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<td></td>
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<td></td>
</tr>
<tr>
<td>B. Temporary Non-Classified Service Employees ....................</td>
<td>68</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>C. Stipends for Compton Education Center..........................</td>
<td>82</td>
<td></td>
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<td></td>
</tr>
<tr>
<td>D. Elimination of Classification Specifications for Classified Position.....</td>
<td>85</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
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 1-79 and 1-83.

**Academic Personnel:**
1. Retirement - Ms. Bernice Boseman, full-time instructor of Dance, Fine Arts Division, last day worked June 10, 2011, first day of retirement June 11, 2011, and that a plaque be prepared and presented to her in recognition of her service to the District since 1972.
2. Retirement - Mr. John Lewis, full-time instructor of Automotive Technology, 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 in recognition of his service to the District since 1973.
3. Retirement - Mr. Albert Lugo, full-time instructor of Administration of Justice, 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 in recognition of his service to the District since 1988.
6. Employment - Ms. Theresa Kyle, Director of Nursing, Class 14, Step 1, Health Sciences & Athletics Division, Academic Administrator Salary Schedule, effective August 1, 2011. *Item changed during board meeting.*


11. Rescind Change in Contract, President Thomas Fallo - President Thomas Fallo’s salary for 2011-2012 to remain at $276,905. President Fallo will participate equally in all management concessions approved in 2011-2012.

12. Leave of Absence (30% personal) - Mr. Thomas Noyes, full-time instructor of Earth Science, Natural Sciences Division, effective August 25 through December 16, 2011.


14. Amend Change in Assignment - Dr. Kim Baily from Director of Nursing, Health Sciences & Athletics Division, to full-time instructor of Nursing, Class V, Step 14, effective August 25, 2011 instead of July 1, 2011.

15. Extend Assignment - Dr. Kim Baily, Director of Nursing, Health Sciences & Athletics Division, effective from June 30 to July 31, 2011.

16. Extend Change in Assignment - The following part-time instructors to coordinate learning center activities in Learning Resources, to be paid $45.14 an hour, not to exceed 15 hours per week each, effective June 20 through August 11, 2011, in accordance with the Agreement, Article 10, Section 9(m).

   Robin Cash  Sheryl Kunisaki

17. Amend Special Assignment - Ms. Nancilyn Burruss, part-time instructor of English, Humanities Division, to design and deliver workshops for Summer Utilities Responsive Testing (SURT) program for Industry and Technology Division, to be paid $60.18 an hour, not to exceed 200 hours, instead of 80 hours or $12,036, instead of $4,815, effective April 19 through June 30, 2011, in accordance with the Agreement, Article 10, Section 9(m).

18. Amend Special Assignment - Ms. Tisa Casas, part-time instructor of Education Development in the Special Resources Center, Health Sciences & Athletics Division, to implement Career Technical Education supported activities, to be paid $45.14 an hour, not to exceed 225 hours, instead of 150 hours, or $10,157, instead
of $6,771, effective October 19, 2010 through June 30, 2011, in accordance with the Agreement, Article 10, Section 14(a).

19. Amend Special Assignment - Ms. Geralin Clark, part-time instructor of Education Development in the Special Resources Center, Health Sciences & Athletics Division, to implement Career Technical Education supported activities, to be paid $45.14 an hour, not to exceed 65 hours, instead of 50 hours, or $2,934, instead of $2,257, effective October 19, 2010 through June 30, 2011, in accordance with the Agreement, Article 10, Section 14(a).

20. Special Assignment - Ms. Jennifer Montgomery, full-time instructor of Child Development, Behavioral & Social Sciences Division, to continue as Head Start Grant Program Activity Director to plan and conduct training at Head Start agencies per grant objectives, to be paid $60.18 an hour, not to exceed 10 hours per week for 32 weeks or $19,259, effective July 1, 2011 through June 30, 2012, in accordance with the Agreement, Article 10, Section 14(a).

21. Special Assignment - Dr. Janet Young, full-time instructor of Child Development, Behavioral & Social Sciences Division, to continue to oversee all aspects of the Federal Seeds Head Start Grant including staff, budget, objectives and reports, to be paid $60.18 an hour, not to exceed 5 hours for 48 weeks or $14,432, effective July 1, 2011 through June 30, 2012, in accordance with the Agreement, Article 10, Section 14(a).

22. Special Assignment - The following instructors of Mathematics, to prepare and conduct 46 workshops for students, to be paid $60.18 an hour, not to exceed 2.125 hours per workshop for a total of 136 hours or $8,185, effective February 14 through June 10, 2011, in accordance with the Agreement, Article 10, Section 14(a).

<table>
<thead>
<tr>
<th>Full-time:</th>
<th>Part-time:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Junko Forbes</td>
<td>Malinni Rouen</td>
</tr>
<tr>
<td>Greg Scott</td>
<td>May Xu</td>
</tr>
</tbody>
</table>

23. Special Assignment - Dr. Judy Kasabian, full-time instructor of Mathematics, to plan meeting, secure speakers, configure logistics and host event for Future Teachers Conference, to be paid $60.18 an hour, not to exceed 124 hours or $7,500, effective May 9 through November 1, 2011, in accordance with the Agreement, Article 10, Section 14(a).

24. Special Assignment - Dr. Judy Kasabian, full-time instructor of Mathematics, to participate on a math hiring committee at the Compton Center, to be paid $45.14
an hour, not to exceed 14 hours or $632, effective November 29, 2010 through January 14, 2011, in accordance with Article 20, Section 6(d).

25. Special Assignment - The following full-time instructor of Mathematics to design an Intermediate Algebra for Statistics course as part of the on-going basic skills/developmental mathematics redesign project for the joint Mathematics Title V Grant with Santa Monica College, to be paid $60.18 an hour, not to exceed a grand total of 600 hours or $36,108, effective June 20, 2011 through September 23, 2011, in accordance with the Agreement, Article 10, Section 14(a).

<table>
<thead>
<tr>
<th>Instructor</th>
<th>Not to Exceed Hours</th>
<th>Not to Exceed Dollars</th>
</tr>
</thead>
<tbody>
<tr>
<td>Susan Bickford</td>
<td>150</td>
<td>$9,027</td>
</tr>
<tr>
<td>Junko Forbes</td>
<td>150</td>
<td>$9,027</td>
</tr>
<tr>
<td>Lars Kjeseth</td>
<td>75</td>
<td>$4,514</td>
</tr>
<tr>
<td>Arturo Martinez</td>
<td>75</td>
<td>$4,514</td>
</tr>
<tr>
<td>Susan Taylor</td>
<td>150</td>
<td>$9,027</td>
</tr>
</tbody>
</table>

26. Special Assignment - The following part-time instructors of Mathematics to complete work on materials created as part of the Cohort Project and to prepare all Cohort Project activities in preparation for the grant closing conference and for use beyond the life of the grant, as part of the on-going basic skills/developmental mathematics redesign project for the joint Mathematics Title V Grant with Santa Monica College, to be paid $60.18 an hour, not to exceed 150 hours each for a grand total of 600 hours, or $9,027 each for a grand total of $36,108, effective June 20, 2011 through September 23, 2011, in accordance with the Agreement, Article 10, Section 9(m).

   Malinni Roeun    May Xu
   Jose Villalobos  David Yee

27. Special Assignment - The following full-time instructors of Mathematics to complete work on materials created as part of the Cohort Project and to prepare all Cohort Project activities in preparation for the grant closing conference and for use beyond the life of the grant, as part of the on-going basic skills/developmental mathematics redesign project for the joint Mathematics Title V Grant with Santa Monica College, to be paid $60.18 an hour, not to exceed a grand total of 525 hours or $31,595, effective June 20, 2011 through September 23, 2011, in accordance with the Agreement, Article 10, Section 14(a).

<table>
<thead>
<tr>
<th>Instructor</th>
<th>Not to Exceed Hours</th>
<th>Not to Exceed Dollars</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jeffrey Cohen</td>
<td>150</td>
<td>$9,027</td>
</tr>
<tr>
<td>Lars Kjeseth</td>
<td>75</td>
<td>$4,513</td>
</tr>
<tr>
<td>Jacquelyn Sims</td>
<td>150</td>
<td>$9,027</td>
</tr>
</tbody>
</table>
28. Special Assignment - The following full-time instructors of Mathematics, to design a Basic Accelerated Mathematics course as part of the on-going basic skills/developmental mathematics redesign project for the joint Mathematics Title V Grant with Santa Monica College, to be paid $60.18 an hour, not to exceed a total of 300 hours or $18,054, effective June 20 through September 23, 2011, in accordance with the Agreement, Article 10, Section 14(a).

<table>
<thead>
<tr>
<th>Instructor</th>
<th>Not to Exceed Hours</th>
<th>Not to Exceed Dollars</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lars Kjeseth</td>
<td>75</td>
<td>$4,514</td>
</tr>
<tr>
<td>Arturo Martinez</td>
<td>75</td>
<td>$4,514</td>
</tr>
<tr>
<td>Trudy Meyer</td>
<td>150</td>
<td>$9,027</td>
</tr>
</tbody>
</table>

29. Special Assignment - Ms. Loretta Ramirez, part-time instructor of English, Humanities Division, to serve as Puente Faculty Coordinator, to be paid $45.14 an hour, not to exceed 256 hours or $11,560, effective July 1, 2011 through June 30, 2012, in accordance with the Agreement, Article 10, Section 9(m).

30. Special Assignment - Ms. Sheryl Kunisaki, part-time instructor of English as a Second Language (ESL), Humanities Division, to coordinate activities, schedule faculty hours and implement the Reading Success Lab or summer, to be paid $45.14 an hour, not to exceed 120 hours or $5,417, effective June 21, 2011 through August 31, 2011, in accordance with the Agreement, Article 10, Section 9(m).

31. Special Assignment - Mr. Jeff Jung, full-time instructor of English, Humanities Division, to assess and maintain data for the computer tracking system at the Writing Center, to be paid $45.14 an hour, not to exceed 3 hours or $136, effective July 1, 2011 through June 30, 2012, in accordance with the Agreement, Article 10, Section 14(a).

32. Special Assignment - The following instructors to attend Institute for Higher Education Policy (IHEP) and facilitate implementation of Faculty Inquiry Partnership Program (FIPP), to be paid $60.18 an hour, effective June 1 through June 16, 2011, in accordance with the Agreement, Article 10, Section 14(a).

<table>
<thead>
<tr>
<th>Instructor</th>
<th>Not to Exceed Hours</th>
<th>Not to Exceed Dollars</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rose Ann Cerofeci</td>
<td>100 hours</td>
<td>$6,018</td>
</tr>
<tr>
<td>Kristie Daniel-Digregorio</td>
<td>66 hours</td>
<td>$3,972</td>
</tr>
</tbody>
</table>

33. Special Assignment - Ms. Catherine Lakatos, part-time Counselor, to provide counseling for students in Science, Technology, Engineering & Math (STEM)
related careers and transfer information collection/research in Natural Sciences Division, to be paid $45.14 an hour, not to exceed 22 hours per week or $15,889 from STEM grant, effective July 1 through September 30, 2011, in accordance with the Agreement, Article 10, Section 9(m).

34. Special Assignment - Ms. Kathryn Holmes, full-time instructor, Learning Disabilities Specialist, to coordinate learning disability assessments to be paid $60.18 an hour, not to exceed 12 hours or $723, effective June 21 through June 30, 2011, in accordance with the Agreement, Article 10, Section 14(a).

35. Special Assignment - The following Disabilities Specialists to assess students with disabilities, to be paid $45.14 an hour, not to exceed 32 hours each or $1,445 each, effective June 21 through June 30, 2011, in accordance with the Agreement, Article 10, Section 14(a).

William Hoanzl
Kathryn Holmes
Bonnilee Kaufman
Julie Land

36. Special Assignment - The following instructors of Mathematics, to plan and implement the Algebra Advancement Academy under the Graduation Initiative, to be paid $60.18 an hour, not to exceed 40 hours, effective June 23 through August 31, 2011, in accordance with the Agreement, Article 10, Section 14(a).

Junko Forbes
Laura Hinkley

37. Special Assignment - The following instructors in Mathematics, to facilitate the Graduation Initiative (Title V) Learning Teams design, implement and schedule workshops for participants in Learning Teams, to be paid $60.18 an hour each, not to exceed 20 hours each, for a total of $1,204 each, effective July 1 through August 12, 2011, in accordance with the Agreement, Article 10, Section 2.

Full-time: Part-time:
Eduardo Barajas Jose Villalobos

38. Special Assignment - The following instructors in Mathematics, to participate in Graduation Initiative Learning Teams for Mathematics and assist with the development of the cohort action plan and implement process, to be paid $60.18 an hour each, not to exceed 14 hours each for a total of $843 each, effective July 1 through August 12, 2011, in accordance with the Agreement, Article 10, Section 9(m).

Full-time: Part-time:
Hamza Hamza Laura Hinkley
39. Special Assignment - The following full-time instructors of foreign languages in Humanities, to administer credit-by-examination, to be paid $60.18 an hour, not to exceed a grand total of 140 hours or $8,430, effective July 1, 2011 through June 30, 2012, in accordance with the Agreement, Article 10, Section 7(c).

   Evelyne Berman
   Alicia Class
   Anne Cummings
   Donna Factor
   Tom Fonte
   Nitza Llado

39. Special Assignment - The following full-time instructors of foreign languages in Humanities, to administer credit-by-examination, to be paid $60.18 an hour, not to exceed a grand total of 140 hours or $8,430, effective July 1, 2011 through June 30, 2012, in accordance with the Agreement, Article 10, Section 7(c).

   Evelyne Berman
   Alicia Class
   Anne Cummings
   Donna Factor
   Tom Fonte
   Nitza Llado

40. Special Assignment - The following part-time instructors in Humanities to administer credit-by-examination, to be paid $60.18 an hour, not to exceed 16 hours for a grand total of $963, effective June 20 through August 11, 2011, in accordance with the Agreement, Article 10, Section 7(c).

   Yaeko Hirano
   Francesca Kemitch
   Francisca Mejia
   Maria Barrio de Mendoza

41. Special Assignment - The following instructors in Industry and Technology to administer credit-by-examination, to be paid $60.18 an hour, not to exceed 40 hours or $1,806, effective February 14 through June 10, 2011, in accordance with the Agreement, Article 10, Section 14(a).

   Kevin Coffelt
   Tim Dennis
   Brad Sweatt
   Dale Ueda
   William Warren

42. Special Assignment - Mr. Pete Moraga, part-time instructor of Technology, Industry & Technology Division, to conduct for-credit AutoCADD (Computer Aided Design/Drafting) courses at Federal Correctional Institute at Terminal Island for Community Advancement, Class II, Step 6, not to exceed 191 hours or $18,000, effective July 1, 2011 through June 30, 2012, in accordance with the Agreement, Article 10, Section 9(m).

43. Special Assignment - Ms. Gaile Price, part-time instructor of Child Development, Behavioral & Social Sciences Division, to provide non-credit parenting instruction for inmates at the Federal Correctional Institute at Terminal Island for Community
Advancement, to be paid $60.18 an hour, not to exceed 63 hours or $3,800, effective July 1, 2011 through June 30, 2012, in accordance with the Agreement, Article 10, Section 9(m).

44. Special Assignment - Mr. Edward Lugo, part-time instructor of Technology, Industry & Technology Division, to develop curriculum and coordinate project assistance for the NSF Aerospace Manufacturing Education project for Community Advancement, to be paid $60.18 an hour, not to exceed 360 hours or $21,665, effective July 1, 2011 through June 30, 2012, in accordance with the Agreement, Article 10, Section 9(m).

45. Special Assignment - Mr. Victor Delatorre, part-time instructor of Machine Tool Technology, Industry & Technology Division, to provide faculty support, supplemental instruction to students participating in grant-funded program, Workforce Innovation Partnership (WIP), to be paid $45.14 an hour, not to exceed 108 hours or $4,875, effective June 27 through August 18, 2011, in accordance with the Agreement, Article 10, Section 9(m).

46. Special Assignment - Mr. Roberto Pandolfi, part-time instructor of Technology, Industry & Technology Division, to conduct for-credit courses in Business Math Metal Trades Blueprint Reading and Machine Shop Calculations, at the Federal Correctional Institute at Terminal Island for Community Advancement, Class II, Step 6, not to exceed 191 hours or $18,000, effective July 1, 2011 through June 30, 2012, in accordance with the Agreement, Article 10, Section 9(m).

47. Special Assignment - Dr. Patrick Schulz, full-time instructor of Music, Fine Arts Division, to work as artistic director, associate conductor, brass specialist and webmaster for South Bay Youth Orchestra, to be paid $45.14 an hour, not to exceed 262 hours or $11,827, effective July 1, 2011 through June 30, 2012, in accordance with the Agreement, Article 10, Section 14(a).

48. Special Assignment - The following part-time instructors of Music, Fine Arts Division, to perform Applied Music duty in Music Library, to be paid $30.10 an hour each, not to exceed 480 hours each or $14,480 each, effective July 1, 2011 through June 30, 2012, in accordance with the Agreement, Article 10, Section 9(m).

Hsin-Yi Chang  
Virginia Frazier  
James Hovorka

49. Special Assignment - The following instructors of Applied Music, Fine Arts Division, to be hired as needed, to be paid $60.18 an hour, not to exceed 340 hours
or $20,462 each, effective July 1, 2011 through June 30, 2012, in accordance with the Agreement, Article 10, Section 9(m).

<table>
<thead>
<tr>
<th>Name</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deborah Aitken</td>
<td>Dean Koba</td>
</tr>
<tr>
<td>Annie Bosler</td>
<td>Kristi Lobitz</td>
</tr>
<tr>
<td>Robert Coomber</td>
<td>Christoph Luty</td>
</tr>
<tr>
<td>John Dearman</td>
<td>James Mack</td>
</tr>
<tr>
<td>Rhonda Dillon</td>
<td>Pat Maki</td>
</tr>
<tr>
<td>Barbara Dyer</td>
<td>Mark Massey</td>
</tr>
<tr>
<td>Virginia Frazier</td>
<td>Bethany Mennemeyer</td>
</tr>
<tr>
<td>Matthew Greif</td>
<td>Joseph Mitchell</td>
</tr>
<tr>
<td>Richard Hastings</td>
<td>Vicki Muto</td>
</tr>
<tr>
<td>Jamie Hovorka</td>
<td>Ann Patterson</td>
</tr>
<tr>
<td>Grant Hungerford</td>
<td>Lois Roberts</td>
</tr>
<tr>
<td>Maria Jaque</td>
<td>Manon Robertshaw</td>
</tr>
<tr>
<td>Rona Klinghofer</td>
<td>Neil Stannard</td>
</tr>
</tbody>
</table>

50. Special Assignment - The following instructors to be compensated reassigned time for performing Federation activities during the Fall 2010 semester, to be paid $60.18 an hour, for a total of 200 hours, effective August 28 through December 17, 2010, in accordance with the Agreement, Article 3, Section 11(c).

<table>
<thead>
<tr>
<th>Name</th>
<th>Hours</th>
<th>Compensation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elizabeth Shadish</td>
<td>108</td>
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</tr>
<tr>
<td>Angela Simon</td>
<td>42</td>
<td>$2,407</td>
</tr>
<tr>
<td>Margaret Quinones</td>
<td>20</td>
<td>1,294</td>
</tr>
<tr>
<td>Sean Donnell</td>
<td>10</td>
<td>602</td>
</tr>
<tr>
<td>Ken Key</td>
<td>10</td>
<td>602</td>
</tr>
<tr>
<td>Mohammad Rahnavard</td>
<td>10</td>
<td>602</td>
</tr>
<tr>
<td>TOTAL</td>
<td>200</td>
<td>$5,507</td>
</tr>
</tbody>
</table>

51. Special Assignment - Ms. Thi Mong Thu Van Nguyen, part-time Counselor, to work in English as a Second Language (ESL) Counseling and Assessment, to be paid $45.14 an hour, not to exceed 290 hours or $13,100, effective July 1, 2011 through June 30, 2012, in accordance with the Agreement, Article 10, Section 9(m).

52. Special Assignment - Mr. Michael Fenison, part-time instructor in Health Sciences & Athletics Division to work at the Summer High School Basketball League, to be paid $10 an hour, not to exceed 30 hours or $300, effective June 22 through July 25, 2011, in accordance with the Agreement, Article 10, Section 9(m).

53. Special Assignment - The following full-time instructors of Nursing, Health Sciences & Athletics Division, to teach in Institute of Nursing Science, to be paid...
$60.18 an hour, not to exceed 12 hours each or $723 each, for a grand total of $5,784, effective June 20 through July 14, 2011, in accordance with the Agreement, effective Article 10, Section 14(a).

Octavia Hyacinth  Kathleen Rosales
Margaret Kidwell-Udin  Maria D. White
Teresa Martinez  Kathy Stephens
Victoria Orton  Mary Moon

54. Special Assignment - The following part-time instructors of Nursing, Health Sciences & Athletics Division, to teach in Institute of Nursing Science, to be paid $60.18 an hour, not to exceed 12 hours or $723 each, for a grand total of $3,615, effective June 20 through July 14, 2011, in accordance with the Agreement, effective Article 10, Section 14(a).

Esther Gahan  Bonnie Kayser
Norene Gift  Heather Riley
Esther Gravis

55. Special Assignment - The following part-time instructors to conduct English as a Second Language (ESL) assessment interviews for the Assessment Center, Enrollment Services Division, to be paid $45.14 an hour, not to exceed 8 hours per week, effective July 1, 2011 through June 30, 2012, in accordance with the Agreement, Article 10, Section 9(m).

Maria Bauer  Susan Nozaki
David Cron  Jan Parrish
Sudeepa Gulati  Eric Takamine
Sheryl Kunisaki

56. Special Assignment - The following full-time instructors to conduct English as a Second Language (ESL) assessment interviews for the Assessment Center, Enrollment Services Division, to be paid $45.14 an hour, not to exceed 8 hours per week, effective July 1, 2011 through June 30, 2012, in accordance with the Agreement, Article 10, Section 14(a).

Alicia Cross  Rebecca Bergeman
Nancy Currey  Debbie Mochidome
Matthew Kline  Jenny Simon
Nitza Llado  Evelyn Uyemura

57. Amend Stipend Assignment - The following part-time instructors in Behavioral & Social Sciences 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 $2,400 each instead of $1,200 each, effective April 18 through June 30, 2011, in accordance with the Agreement, Article 10, Section 14(a).

Nancilynn BurrussAmy La Coe

58. Stipend Assignment - The following instructors of Mathematics, to provide mathematics assessment team review of testing process and develop materials for students, to be paid $1,200, effective June 23 through August 31, 2011, in accordance with the Agreement Article 10, Section 2.

Susan BickfordSusan Taylor

59. Stipend Assignment - Ms. Stephanie Schwartz, full-time instructor of English, Humanities Division to participate in Graduation Initiative Learning Teams for Humanities to be paid $800, effective April 18 through June 30, 2011, in accordance with the Agreement, Article 10, Section 14(a).

60. Stipend Assignment - The following part-time instructors in the Humanities Division, to provide English Department assessment team review of testing process and develop materials to familiarize students with Accuplace and test preparation, to be paid $1,200, effective June 23 through August 31, 2011, in accordance with the Agreement, Article 10, Section 14(a).

Kathleen CollinsJelena Savina

61. Stipend Assignment - Ms. Michelle Funderburk, part-time instructor of Dance, Fine Arts Division, to guest dance at Summer Resident Artist Dance Concert, to be paid $250, effective July 15, 2011, in accordance with the Agreement, Article 10, Section 9(m).

62. Stipend Assignment - Ms. Jamie Hammond, part-time instructor of Dance, Fine Arts Division, to dance as resident artist for Summer Resident Artist Dance Concert, to be paid $850, effective July 15, 2011, in accordance with the Agreement, Article 10, Section 9(m).

63. Stipend Assignment - Ms. Francesca Bishop and Ms. Diana Crossman, full-time instructors of Speech, Fine Arts Division, to perform as summer resident artist at speech debate, to be paid $500 each, effective July 24, 2011, in accordance with the Agreement, Article 10, Section 14(a).
64. Stipend Assignment - Mr. Robert Coomber, part-time instructor of Music, Fine Arts Division, to perform as summer resident artist at musical concert, to be paid $400, effective July 10, 2011, in accordance with the Agreement, Article 10, Section 9(m).

65. Stipend Assignment - Ms. Rhonda Dillon, part-time instructor of Music, Fine Arts Division, to perform as summer resident artist at musical concert with accompaniment, to be paid $700, effective July 16, 2011, in accordance with the Agreement, Article 10, Section 9(m).

66. Stipend Assignment - Mr. John Featherstone, full-time instructor in Health Sciences & Athletics Division, to coach football for the Fall 2011 semester, to be paid 10% of his fall 2011 salary, $4,279, at the end of the football season, effective August 27 through December 16, 2011, in accordance with the Agreement, Article 10, Section 11(a).

67. Stipend Assignment - Ms. Dawn Charman, Radiological Technology Coordinator and Dr. Louis Sinopoli, Respiratory Care Coordinator, Health Sciences & Athletics Division, to receive a $12,000 a year stipend each to coordinate their respective programs. They will receive $5,000 at the end of each semester (fall and spring) and $2,000 at the end of summer session, effective July 1, 2011 through June 30, 2012, in accordance with the Agreement, Article 10, Section 14(a).

68. Stipend Assignment - The following clinical instructors of Respiratory Care, Health Sciences & Athletics Division, to provide clinical supervision to respiratory care students, to be paid $60.18 an hour, not to exceed 34 hours per week or $2,046 per week, for a grand total of $16,369, effective June 20 through August 11, 2011, in accordance with the Agreement, Article 10, Section 9(m).

Raymond Adoc Taryn Nicole Parker
Salomay Dyer Elva Sipin
Douglas Mizukami Aiping Zhou

69. Stipend Assignment - The following full-time instructors to serve as Developmental Education and Learning Skills Specialists for the Graduation Initiative (Title V) Grant project, Summer Institute of Developmental Education (SIDE), to be paid $9,600 each, for a grand total of $19,200, effective June 25 through July 22, 2011, in accordance with the Agreement, Article 10, Section 14(a).

Mr. Scott Kushigemachi, Humanities Division
Mr. Arturo Martinez, Mathematics Division
70. Stipend Assignment - The following instructors to participate in the Faculty Inquiry Partnership Program (FIPP), to be paid $700 each, effective June 14 through December 16, 2011, in accordance with the Agreement, Article 10, Section 14(a). Two payments shall be made - $300 upon the completion of on-course training and $400 during the Fall 2011 semester.

   **Full-time:**
   Saundra Bosfield, Health & Human Services (Compton Center)
   Pati Fairchild, Industry & Technology
   Lauren Gras, Humanities (Compton Center)
   Barbara Jaffe, Humanities
   Margaret (Peggy) Kidwell-Udin, Health Sciences & Athletics
   Rachel Lewis, Humanities
   Michelle Moen, Behavioral & Social Sciences
   Claudia Prada, Humanities (Compton Center)
   Jacquelyn Sims, Mathematical Sciences
   Patricia Stoddard, Mathematics & Natural Sciences (Compton Center)
   Darrell Thompson, Humanities

   **Part-time:**
   Dustin Black, Social Sciences, (Compton Center)
   Charles Irvin Drew, Natural Sciences
   Kevin Earlywine, Industry & Technology
   Lynn Fielding, Natural Sciences
   Cynthia Hernandez-Saul, Mathematical Sciences *(Compton Center)*
   *Item changed during Board meeting*
   Josephine Moore, Health Sciences & Athletics
   Daryle Nagano, Fine Arts
   Mussie Okbamichael, Mathematics & Natural Sciences (Compton Center)
   Mohammad Rahnavard, Mathematical Sciences
   Leticia Vasquez, Social Sciences (Compton Center)

71. Extra Service Pay - The following full-time Librarians to be employed each scheduled day of the 2011 summer session in accordance with the Agreement, Article 10, Section 13(b).

   Don Brown  Edward Martinez
   Alice Cornelio  Noreth Men
   Moon Ichinaga  Claudia Striepe

72. Employment - The following part-time/substitute teachers for the Child Development Center, Behavioral & Social Sciences Division, to be hired as needed effective July 1, 2011 through June 30, 2012.
73. Employment - The following part-time Clinical Psychologists, Health Sciences & Athletics Division, to be hired as needed in Student Health Services, effective July 1, 2011 through June 30, 2012, to be paid in accordance with the Agreement, Article 10, Section 9(e).

<table>
<thead>
<tr>
<th>Instructor</th>
<th>Class &amp; Step</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maria Pineros</td>
<td>Class I, Step A</td>
</tr>
<tr>
<td>Nancy Ramirez</td>
<td>Class I, Step A</td>
</tr>
<tr>
<td>Key Young</td>
<td>Class IV, Step A</td>
</tr>
</tbody>
</table>

74. Employment - The following part-time Nurse Practitioners, Health Sciences & Athletics Division, to be hired as needed in Student Health Services, not to exceed a total of 45 hours per week, effective July 1, 2011 through June 30, 2012, in accordance with the Agreement, Article 10, Section 9(m).

<table>
<thead>
<tr>
<th>Instructor</th>
<th>Not to Exceed Hours Per Week</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ruth Taylor</td>
<td>30</td>
</tr>
<tr>
<td>Sally Emery</td>
<td>16</td>
</tr>
</tbody>
</table>

75. Employment - The following Nurse Practitioners and Doctor, Health Sciences & Athletics Division, to conduct sports physicals, effective July 1, 2011 through June 30, 2012, not to exceed $2,500 per semester (summer, spring, fall) to be paid in accordance with the Agreement, Article 10, Section 13(b).

**Full-time:**
Debbie Conover
Holly Fall

Deborah Herzik

**Part-time:**
Melanie Bronstein
Linda Goldman
Ellen Schmidt-Olivier
Therese Wright
George Thompson, MD

76. Employment - The following regularly scheduled part-time, temporary Counselors to be hired as needed, not to exceed 24 hours per week, effective July 1, 2011 through June 30, 2012, in accordance with the Agreement, Article 10, Section 9(e), to be paid through District, EOP&S or grant funds.

<table>
<thead>
<tr>
<th>Instructor</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Vera Cheng</td>
<td>Maribel Hernandez</td>
</tr>
<tr>
<td>Jose Hernandez</td>
<td>Lorenda Johnson</td>
</tr>
</tbody>
</table>
77. Employment - The following on-call, temporary Counselors to be hired as needed, not to exceed 24 hours per week, effective July 1, 2011 through June 30, 2012, in accordance with the Agreement, Article 10, Section 9(e), to be paid through District, EOP&S or grant funds.

Stephanie Bennett
Maria Estrada
Don Ferguson
Blanca Galicia
Linda Gallucci
Amanuel Gebru
Margarita Gonzalez
Nyora Higgs
Emmy Kong
Monica Lanier

78. Employment - Mr. Douglas Thompson, part-time Librarian, to be hired as needed for the 2011 summer session.

79. Employment - The following part-time/temporary instructors to be hired as needed for the 2011 summer session.

Business
Donna McGovern, Class V, Step 7
Ana Milosevic, Class II, Step 4

Health Sciences & Athletics
Zhou Aiping, Class V, Step 4
Marinez Elaine, Class II, Step 4
Nathaniel Roque, Class II, Step 4

Humanities
Kathleen Collins, Class III, Step 11
Cynthia Quintero, Class IV, Step 12
Jelena Savina, Class II, Step 6
Kanzo Takemori, Class III, Step 12

Mathematical Sciences
Adalinda Avila, Class II, Step 5
Susan Bucher, Class IV, Step 6
Shiuling Huang, Class III, Step 9
Diem Nguyen, Class II, Step 4  
Hang Nguyen, Class V, Step 4  
Lernik Saakian, Class V, Step 28  
Oussama M. Safadi, Class V, Step 28  
Michael Zeitzew, Class V, Step 8

Natural Sciences  
Richard Slocum, Class V, Step 12

**Classified Personnel:**


2. **Personal Leave of Absence 6.2%** - Ms. Kathleen Collins, 83.33% Secretary, Range 26 Step E, Humanities Division, Academic Affairs Area, effective June 20 through July 28, 2011.

3. **Personal Leave of Absence 15%** - Ms. Van Nguyen, Student Services Advisor, Range 35, Step E, Counseling and Student Services Division, Student and Community Advancement Area, effective July 1, 2011 through June 30, 2012.

4. **Change of Assignment** - Mr. Rudolfo Lopez Jr., Administrative Assistant I, Range 28, Step E, from Grants Development to Foundation, Student and Community Advancement Area, effective July 1, 2011.

5. **Change of Assignment** - The following individuals from Administrative Services Area, to Human Resources Area, effective July 1, 2011:

   - Donna Emery  
   - Murriel Franklin  
   - Valerie Jeffrey  
   - Carol Kubota  
   - Maria Smith-Lopez  
   - Anita Martinez  
   - Roxanne McCoy  
   - Nina Oshio  
   - Michele Waller  
   - Lisa Yaguchi  
   - Urania Yuan


7. **Promotion** - Ms. Terri Dixon, Accounting Assistant II, Range 30, Step E, to Accounting Technician II, Range 34, Step D, Fine Arts Division, Academic Affairs Area, effective July 1, 2011.
8. **Stipend** - The following employees to receive a $50 per month stipend for carrying a cell phone for after-work hours for emergencies, Center for the Arts/Fine Arts Division, Academic Affairs Area, effective July 1, 2011 through June 30, 2012:

   Georgianna Levine  
   Jerrold Root  
   Hector Salazar  


10. **Extend Employment** - Mr. Seth Barnard, 10-month Toolroom, Instructional Equipment Attendant, Range 24, Step A, Industry & Technology Division, Academic Affairs Area, effective June 27 through August 18, 2011.


12. **Extend Employment** - Ms. Rebecca Wilson, Computer Laboratory Specialist, Range 36, Step E, Learning Resources, Academic Affairs Area, to cover LMTC during summer session, effective June 20 through August 11, 2011.


**Special Services Professional**

16. **Re-Employment** - Ms. Pauline Annarino, Special Services Professional, Range 7, Step 2, of the Special Services Professional Salary Schedule, not to exceed $90,220, Special Resource Center/Health Sciences & Athletics Division, Academic Affairs Area, effective July 1, 2011 through June 30, 2012.


22. Re-Employment - Mr. Patrick Imamua, Special Services Professional, Range 1, Step 1, of the Special Services Professional Salary Schedule, not to exceed $39,490, Community Advancement Division, Student and Community Advancement Area, effective July 1, 2010 through June 30, 2011.


25. Re-Employment - Ms. Bronwen Madden, Special Services Professional, Range 6, Step 4, of the Special Services Professional Salary Schedule, not to exceed
$88,400, Community Advancement Division, Student and Community Advancement Area, effective July 1, 2011 through June 30, 2012.


27. Re-Employment - Mr. Fredrick Sturner, Special Services Professional, Range 10, Step 5, Special Services Professional Salary Schedule, not to exceed $135,200, Facilities Planning and Services Division, Administrative Services Area, effective July 1 through December 31, 2011.

28. Re-Employment - Ms. Elena Tokuda, Special Services Professional, Range 9, Step 1, of the Special Services Professional Salary Schedule, not to exceed $17,375, Industry & Technology Division, Academic Affairs Area, effective July 1 through September 30, 2011.


Temporary Classified Services Employees

The following individuals to be hired as Temporary Classified Services Employees, as needed, limited to 170 days per fiscal year:

31. Ms. Brenda Alvarez - Clerical Assistant, Range 22, Step A, EOP&S/Counseling and Student Services, Student and Community Advancement Area, to provide clerical assistance to EOP&S, 40 hours per week, days and times vary, effective July 1, 2011 through June 30, 2012.

32. Ms. Marcia Armstrong - Clerk, Range 17, Step A, Fine Arts Division, Academic Affairs Area, to provide routine clerical duties, as needed, not to exceed 24 hours per week, effective July 1, 2011 through June 30, 2012.

33. Ms. Katherine Blanchard - Sound Technician, Range 36, Step A, and Stage Manager, Range 38, Step A, Fine Arts/Center for the Arts Division, Academic Affairs Area, to provide routine clerical duties, as needed, not to exceed 24 hours per week, effective July 1, 2011 through June 30, 2012.
Affairs Area, on an on-call, as needed basis, to perform backstage crew duties effective July 1, 2011 through June 30, 2012.

34. Mr. David Brown II - Program Coordinator, Range 36, Step A, EOP&S/Counseling and Student Services Division, Student and Community Advancement Area, to coordinate review and disseminate program material, 40 hours per week, effective July 1, 2011, through June 30, 2012.

35. Ms. Elizabeth Campos - Sr. Clerical Assistant, Range 24, Step A, Vice President’s Office, Student & Community Advancement Area, three days per week, eight hours per day to provide clerical support, effective July 1, 2011 through June 30, 2012.

36. Ms. Hsin-Yi Chang - Accompanist-Piano, Range 32, Step A, Fine Arts Division, Academic Affairs Area, to provide piano accompaniment for Community Choir, Tuesday’s, 6:00 p.m. – 10:15 p.m., effective July 1, 2011 through June 30, 2012.

37. Ms. Carolyn Correnti - Accompanist-Piano, Range 32, Step A, Fine Arts Division, Academic Affairs Area, to provide piano accompaniment as needed, not to exceed 15 hours per week, effective July 1, 2011 through June 30, 2012.

38. Ms. Lanicesha Dodson - Bookstore Sales Assistant, Range 19, Step A, Bookstore Division, Administrative Services Area, to work at the Compton Center, Monday through Friday as needed, effective July 1, 2011 through June 30, 2012.

39. Ms. Angela Farthing - Clerical Assistant, Range 22, Step A, Admissions and Records Division, Student and Community Advancement Area, to assist with MIS reports, Monday - Friday, as needed, hours vary, effective July 1, 2011 through June 30, 2012.

40. Mr. Patrick Fisher - Promotions Assistant, Range 28, Step A, Fine Arts/Center for the Arts Division, Academic Affairs Area, for hospitality and promotions needs, on call as needed, not to exceed 20 hours per week, effective July 1, 2011 through June 30, 2012.

41. Ms. Lorena Gomez - Clerical Assistant, Range 22, Step A, Special Resource Center/Health Sciences & Athletics Division, Academic Affairs Area, on-call as needed for DSPS program effective July 1, 2011 through June 30, 2012.

42. Ms. Rebecca Greer - Clerical Assistant, Range 22, Step A, Enrollment Services Division, Student and Community Advancement Area, to assist with clerical duties, schedule activities, receptionist, Monday through Thursday, 8:00 a.m. to 4:00 p.m., effective July 1, 2011 through June 30, 2012.
43. Mr. William Guerra - 60% Clerical Assistant, Range 22, Step A, Enrollment Services Division, Student and Community Advancement Area, to work Tuesday through Thursday, 8:00 a.m. - 4:30 p.m., to provide front office support, and assist students, 40 hours per week, effective July 1, 2011 through June 30, 2012.

44. Ms. Amy Herrschaft - Financial Aid Assistant, Range 24, Step A, Monday through Friday, 8:00 a.m. - 4:30 p.m., Financial Aid/Enrollment Services Division, Student and Community Advancement Area, effective July 1, 2001 through June 30, 2012.

45. Ms. Miriam Jauregui - Student Services Technician, Range 28, Step A, Admissions and Records Division, Student and Community Advancement Area, to provide technical assistance to veterans, Monday through Friday, 8:00 a.m. - 5:00 p.m. as needed, effective July 1, 2011 through June 30, 2012.


47. Ms. Summer Kennedy - Clerical Assistant, Range 22, Step A, Admissions and Records Division, Student and Community Advancement Area, to perform clerical duties for ECLA, Monday – Friday, hours vary, effective July 1, 2011 through June 30, 2012.

48. Ms. Louise Kirst - Project Specialist, Range 32, Step A, Center for the Arts/Fine Arts Division, Academic Affairs Area, to provide support to Executive Director, not to exceed 32 hours per week days will vary, effective July 1, 2011 through June 30, 2012.

49. Ms. Sheryl Kunisaki - Program Coordinator, Range 36, Step A, Humanities Division, Academic Affairs Area, to assist Dean, hours vary, not to exceed 10 hours per week, effective July 1, 2011 through June 30, 3012.

50. Ms. Mildred Larsen - Accounting Assistant II, Range 27, Step E, Bookstore Division, Administrative Services Area, to work as needed assisting during rush periods, effective July 1, 2011 through June 30, 2012 (Retired Annuitant).

51. Ms. Stacie Leong - Accounting Assistant I, Range 24, Step A, Bookstore Division, Administrative Services Area, to assist in bookstore accounting duties, Monday through Saturday, as needed, effective July 1, 2011 through June 30, 2012.
52. Ms. Shannon Leong - Bookstore Sales Assistant, Range 19, Step A, Bookstore Division, Administrative Services Area, to Assist Bookstore in Cashiering functions, book loans, online orders, customer service Monday through Saturday, as needed, effective July 1, 2011 through June 30, 2012.

53. Ms. Laurene Linka - Administrative Assistant I, Range 28, Step A, Vice President’s Office, Academic Affairs Area, to work on curriculum, Curricuware and master course file, 40 hours per week, effective July 1, 2011 through June 30, 2012.

54. Mr. Jason Lobell - Theatre Assistant, Range 20, Step A, Fine Arts/Center for the Arts Division, Academic Affairs Area, on-call, as needed, to perform backstage crew duties effective July 1, 2011 through June 30, 2012.

55. Ms. Victoria Martinez-Weitzel - Program Coordinator, Range 36, Step A, Industry and Technology Division, Academic Affairs Area, Monday through Friday, three hours per day, effective July 1, 2011 through June 30, 2012.


57. Ms. Sandra Nash - Student Services Technician, Range 28, Step A, Special Resource Center/Health Sciences & Athletics Division, Academic Affairs Area, on-call as needed for DSPS program, effective July 1, 2011 through June 30, 2012.

58. Mr. Hoang-Linh Nguyen - Data Entry Operator, Range 18, Step A, Financial Aid/Enrollment Services Division, data entry, 40 hours per week, effective July 1, 2011 through June 30, 2012.

59. Mr. Ezekiel Ortega - Toolroom/Instructional Equipment Attendant, Range 24, Step A, Industry & Technology Division, Academic Affairs Area, to provide lab support/check out tools and equipment to students, two days per week, four hours per day, and as needed to substitute in lab, not to exceed 40 hours per week, effective July 1, 2011 through June 30, 2012.

60. Ms. Isabelle Pena - Administrative Assistant I, Range 28, Step A, Enrollment Services, Student and Community Advancement Area, to assist with Graduation Initiative Program’s day to day operations, Monday through Friday, 8:00 a.m. – 4:30 p.m. effective July 1, 2011 through June 30, 2012.
61. Ms. Lorena Perez - Student Services Advisor, Range 35, Step A, EOP&S/Counseling and Student Services Division, Student and Community Advancement Area, to coordinate CARE, 40 hours per week, days and times vary, effective July 1, 2011 through June 30, 2012.

62. Ms. Brenda Peterson - Clerical Assistant, Range 22, Step A, Admissions and Records Division, Student and Community Advancement Area, to assist with online applications and verifications, Monday - Friday, as needed, hours vary, effective July 1, 2011 through June 30, 2012.

63. Mr. Derek Poepe - Promotions Assistant, Range 28, Step A, Fine Arts/Center for the Arts Division, Academic Affairs Area, for hospitality, web/computer upkeep, on call as needed, not to exceed 32 hours per week, effective July 1, 2011 through June 30, 2012.

64. Ms. Nancy Quezada - Clerical Assistant, Range 22, Step A, CalWorks/Counseling and Student Services Division, Student and Community Advancement Area, to perform clerical and front desk duties, Monday through Friday, hours vary, effective July 1, 2011 through June 30, 2012.

65. Ms. Jane Richmond - 60% Senior Clerical Assistant, Range 24, Step A, Staff Development/Human Resources Division, Human Resources Area, as needed, two to four days per week, effective July 1, 2011 through June 30, 2012.

66. Ms. LaTasha Short - Project Specialist, Range 32, Step A, CalWorks/Counseling and Student Services Division, Student and Community Advancement Area, budget and financial reporting, Monday through Friday, 8:00 a.m. to 5:30 p.m. as needed, effective July 1, 2011 through June 30, 2012.

67. Ms. Saori Ueno - Clerical Assistant, Range 22, Step A, Counseling and Student Services Division, Student and Community Advancement Area, to provide clerical support to the career center, not to exceed 40 hours per week, effective July 1, 2011 through June 30, 2012.

68. Ms. Helen Wada - Clerical Assistant, Range 22, Step A, Humanities Division, Academic Affairs Area, to assist dean with clerical tasks Monday through Friday, hours vary, effective July 1, 2011 through June 30, 2012.

69. Ms. Sachi Watari - 20% Clerical Assistant, Range 22, Step E, Enrollment Services Division, Student and Community Advancement Area, to work Friday 8:00 a.m. – 4:30 p.m., to provide front office support, effective July 1, 2011 through June 30, 2012. (Retired Annuitant).
70. Ms. Katherine West - Switchboard Operator/Receptionist, Range 21, Step A, Switchboard/Human Resources Division, Human Resources Area, to cover switchboard as needed, hours will vary, effective July 1, 2011 through June 30, 2012.

71. Ms. Clara Weston - Clerical Assistant, Range 22, Step A, CalWorks/Counseling and Student Services Division, Student and Community Advancement Area, to perform clerical and general office duties, Monday through Friday, hours vary, effective July 1, 2011 through June 30, 2012.

72. Mr. Michael Wilson - Research Analyst, Range 47, Step A, Institutional Research, Student and Community Advancement Area, 8 hours per day as needed, Monday through Friday, days will vary, effective July 1, 2011 through June 30, 2012.

73. Ms. Patricia Witherall - Switchboard Operator/Receptionist, Range 21, Step E, Switchboard/Human Resources Division, Human Resources Area, to cover switchboard as needed, hours will vary, effective July 1, 2011 through June 30, 2012 (Retired Annuitant).

74. Ms. Jean Zane - Financial Aid Advisor, Range 35, Step E, Financial Aid/Enrollment Services Division, Student and Community Advancement Area, 24 hours per week, effective July 1, 2011 through June 30, 2012 (Retired Annuitant).

75. The following individuals to work as Accompanist-Piano, Range 32, Step A, Fine Arts Division, Academic Affairs Area, to provide piano accompaniment as needed, not to exceed 20 hours per week, effective July 1, 2011 through June 30, 2012:

Manuel Arellano  Cheryl Graue
Patricia Breitag  Lisa Hamilton
Donald Fredrickson  Barbara Scales

76. The following individuals to work as Clerk, Range 17, Step A, Assessment/Testing Center/Enrollment Services Division, Student and Community Advancement Area, to work 32 - 40 hours per week, performing clerical work and assisting in CPT lab, effective July 1, 2011 through June 30, 2012:

Robert Abbott  Yoko Nishikawa
Shinhee Kim Chong  Carmen Valley
Juan Guerra
77. The following individuals to work as Custodian, Range 20, Step A, Facilities Planning and Services Division, Administrative Services Area, 40 hours per week, effective July 1, 2011 through June 30, 2012:

Angel Arguello
Debora Billingsley
Kia Davis
Naketia Phillips
Marcus Ross
Enrique Quinones
Susanna Reyes Loeza
Michael Williams

78. The following individuals to work as Dispatch Clerk, Range 25, Step A, Campus Police Division, Administrative Services Area, to work on-call as needed, hours and days vary, effective July 1, 2011 through June 30, 2012:

Martha Cognac
Samuel Gil

79. The following individuals to work as Set Designer, Range 36, Step A, Fine Arts/Center for the Arts Division, Academic Affairs Area, on an on-call, as needed basis, to perform backstage crew duties effective July 1, 2011 through June 30, 2012:

Patrick John
Sean Vasquez
Daniel Volonte

80. The following individuals to work as Sound Technician, Range 36, Step A, Fine Arts/Center for the Arts Division, Academic Affairs Area, on an on-call, as needed basis, to perform backstage crew duties effective July 1, 2011 through June 30, 2012:

Erik Bleuer
Kimberly Neal
Phillip Manor
Brendan Moir
Barak Weinstein

81. The following individuals to work as Theatre Technician, Range 31, Step A, Fine Arts Division, Academic Affairs Area, on an on-call, as needed basis, to perform backstage crew duties effective July 1, 2011 through June 30, 2012:

Janelle Asti
David Gragg
Terri Hung
Michelle Jang
Anne Marin
Hilda Outwater
Claudette Rizkallah
Jennifer Sellers
John Swafffield III
Lauren Tyler
Aki Vasquez
Eric Zimmerman
82. The following individuals to work as Theatre Technician, Range 31, Step A, and Sound Technician, Range 36, Step A, Fine Arts/Center for the Arts Division, Academic Affairs Area, on an on-call, as needed basis, to perform backstage crew duties effective July 1, 2011 through June 30, 2012:

Matthew Alquiza  Michelle Krawczyk

83. The following individuals to work as Theatre Technician, Range 31, Step A, and Stage Manager, Range 38, Step A, Fine Arts/Center for the Arts Division, Academic Affairs Area, on an on-call, as needed basis, to perform backstage crew duties effective July 1, 2011 through June 30, 2012:

Madeline Burke  Dewain Robinson
Marcelo Cacciagioni  Jerry Stratton
Robert Ory

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 1-36.

The following Temporary, Non-Classified Service Employees are to be hired for the 2011-2012 fiscal year, paid hourly, effective July 1, 2011 through June 30, 2012, days and hours vary as needed, unless otherwise stated.

**Campus Police Aide Series**

1. **Campus Police Aide II**
The following individual is responsible for non-hazardous police services to the students, staff, and faculty of El Camino College.

Miguel Castro, $9.75 per hour

2. **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.

Stephanie Avila, $11.50 per hour
Brian Hill, $11.25 per hour
Can Hoang, $11.25 per hour
LaTecia McClendon, $10.75 per hour
Mayra Sandoval, $10.50 per hour
Instructional Aide Series

3. Instructional Aide I
The following individuals are to assist instructors or other staff in the classroom or laboratory setting with basic tutoring, support services, and accommodations for students.

Ryan Cleveland, $8.00 per hour
Henry Diep, $8.00 per hour
Thomas Freeman, $8.00 per hour
Hortensia Galvez, $8.00 per hour
Denise Gutierrez, $8.00 per hour
Michael Johnson, $8.00 per hour
Donald Quok, $8.25 per hour
Arnold Stodolsky, $8.00 per hour

4. Instructional Aide II
The following individuals are to provide basic tutoring, support services, maintain computers and other equipment, and accommodations for students.

Jessica Asbell, $9.25 per hour
Alicia Bartley, $9.25 per hour
Amber Beck, $9.25 per hour
Elise Caywood, $9.25 per hour
Kristina Christian, $10.00 per hour
Matthew Kincaide, $9.25 per hour
George Malak, $9.25 per hour
Felipe Martinez, $9.25 per hour
Lawrence Schreier, $10.00 per hour
Charles Spears, $10.25 per hour
Erika Yates, $10.25 per hour

5. Instructional Aide III
The following individuals are to provide intermediate level tutoring, maintain records, and other accommodations for students.

Aree Anne Bernabeo, $10.50 per hour
Jill Bryant, $10.50 per hour
Mary Ann Chappelear, $10.50 per hour
James Evans, $10.50 per hour
Shirley Fuller, $10.50 per hour
Fiaigoa Misipeka, $10.50 per hour
Gabriel Valverde, $10.50 per hour
6. **Instructional Aide IV**
The following individuals are to provide teaching assistance, intermediate level tutoring, technical support, classroom set-up, care and repair of equipment and instruments, exhibition installation, and instructional support services and accommodations for students.

Kasey Armstrong, $12.50 per hour  
Nikki Benjamin, $12.25 per hour  
April Bernabeo, $11.75 per hour  
William Birdo Jr., $12.25 per hour  
Elizabeth Canales, $12.00 per hour  
Joseph Fernandez, $11.75 per hour  
Jason Fournier, $12.25 per hour  
Eric Guzman, $12.25 per hour  
Kirk Honda, $12.25 per hour  
Karyn Kerkhoff, $11.75 per hour  
Danijela Kojic, $12.50 per hour  
Mary Kretzmar, $12.25 per hour  
Monica Manson, $12.25 per hour  
Brandon Phillips, $12.25 per hour  
Jonathan Reyes, $12.25 per hour  
Jeffrey Riley, $12.25 per hour  
Ellery Sanders, $12.25 per hour  
Elizabeth Schwartz, $12.00 per hour  
Matt Sheehan, $12.25 per hour  
Shelley Spearman, $11.75 per hour  
Dan Stayne, $12.25 per hour  
Mariko Takayama, $11.75 per hour  
Nicholas Temple, $12.25 per hour  
Joan Treat, $12.25 per hour  
Benjamin Tzeng, $12.25 per hour

7. **Instructional Aide V**
The following individuals are to provide high level tutoring, students assistance, organize and coordinate various projects, supervise student employees, assist with the Art Gallery installations, and provide classroom support services and online support.

Andre-David Kahwach, $13.75 per hour  
Joon Kim, $13.00 per hour  
George Malak, $13.00 per hour  
Bobby Sagbigsal, $14.00 per hour
John Shawstad, $13.75 per hour

8. Instructional Aide VI
The following individuals are to provide individualized tutoring and academic support for the student athletes.

Jaymie Baquero, $15.00 per hour
Nicholas Jones, $15.00 per hour

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

Ida Nazon, $19.00 per hour
Gerald Schlosser, $19.00 per hour

The following individual is to supervise support staff, assist students in reading and pre-writing assignments, and organize and maintain facility for daily operations.

Yvette Hawley, $19.00 per hour (eff. 6/1/11 to 6/30/11)

Office Aide Series

9. Office Aide I
The following individuals are to assist the staff with basic tasks.

Mika Fulbright, $8.75 per hour
Robert Hoeck, $8.00 per hour
Terry Reed, $8.00 per hour
Nathaniel Roberts, $8.00 per hour
Jennifer Sun, $8.00 per hour
Collis Turner, $8.00 per hour

10. Office Aide II
The following individuals are to assist with appointments and scheduling, basic office tasks, daily operations and maintenance, customer service, and supporting division staff as needed.

Ruben Avila, $10.25 per hour
Michelle Baez, $10.00 per hour
Essie Blackman, $9.50 per hour
Ebony Chappell, $9.50 per hour
Kimberly Eatmon, $10.00 per hour

Board of Trustees Agenda – June 20, 2011
Edith Edwards, $9.50 per hour  
Sean Gilmore, $9.25 per hour  
Dantam Huynh, $9.75 per hour  
Anthony Jung, $9.50 per hour  
Emma Lomeli, $10.00 per hour  
Jordan Miche, $9.75 per hour  
Uyen Bich Vinh Nguyen, $9.50 per hour  
Michael Osborn, $10.00 per hour  
Elias Perez, $9.50 per hour  
Derek Reed, $10.00 per hour  
Hadasa Reyes, $9.50 per hour  
Sharon Shiromoto, $10.25 per hour  
Sonia Solis-Morales, $9.50 per hour

11. **Office Aide III**
The following individuals are to assist with appointments, and scheduling, payment processing, daily operations and maintenance such as compile, input, maintain data, payment process, customer service, and supporting the division staff as needed.

Annette Abelin, $10.50 per hour  
Samuel Abrams, $10.50 per hour  
Erlene Brooks, $10.50 per hour  
Aaron De Naranjo, $10.50 per hour  
Laura Gibson, $10.50 per hour  
Melissa Guerrero, $10.50 per hour  
Celestine Hale, $10.50 per hour  
Sherrie Hoyer, $10.50 per hour  
Lovetta Kelley, $10.50 per hour  
Dena Langowski, $10.50 per hour  
Hugo Martinez, $10.50 per hour  
Elizabeth Matusak, $10.50 per hour  
Fidela Mazariegos, $10.50 per hour  
Mary Lou Miranda, $10.50 per hour  
Veronica Munoz, $10.50 per hour  
Nayeli Oliva, $10.50 per hour  
Maria Reina, $10.50 per hour  
Shanda Weston, $10.50 per hour  
Kevan Wilkes, $10.50 per hour

12. **Office Aide IV**
The following individuals are to assist with all department processes and to support staff through knowledge of department operations.

Kathleen Jakob-Garcia, $11.75 per hour
Richard McGreevy, $12.75 per hour
Yadira (Rosa) Velez, $11.75 per hour
Lujuana Washington, $12.50 per hour

13. **Office Aide V**
The following individual is to assist the office staff, and faculty with clerical work, support and maintenance of the various athletic programs.
Ruth Ferrer, $13.75 per hour

14. **Office Aide VI**
The following individuals are to compile data, assist with the functions of the program, training other hourly employees, tutoring process and other duties as needed.
Marcia Armstrong, $16.00 per hour
Charrissa Penn, $15.00 per hour
Erika Yates, $15.00 per hour

**Program Aide Series**

15. **Program Aide I**
The following individuals are to provide basic assistance with daily program operations.
Clara Becka, $8.00 per hour (eff. 6/21/11 to 8/5/11)
Crystal Korff, $8.00 per hour
Bonnie Patterson, $8.00 per hour (eff. 6/21/11 to 8/5/11)
Vanessa Ruiz, $8.00 per hour (also eff. 6/21/11 to 6/30/11)

16. **Program Aide III**
The following individuals are to assist the staff with duties to support the needs of a program, function, or office.
Jorge Mostacero, $10.50 per hour
Cindy Pelayo, $11.00 per hour

17. **Program Aide IV**
The following individual is to provide assistance for the Child Development Careers (CDC) Works Program and the Seeds Head Start Program.
Nubia Cornejo, $12.00 per hour

18. **Program Aide V**
The following individual is to assist with audio visual support, minor equipment maintenance and operation, and to supervise the student employees.

Norman Foster, $13.00 per hour

The following individual is to process student registration materials, provide data entry, support data collection, support outreach and recruitment efforts, and assist with planning and implementing student activities.

Jennylyn Adviento, $13.00 per hour

19. Program Aide VI

The following individuals are to provide administrative and contractual assistance, assist with coordinating staff and room schedules and planning/organizing activities, support department outreach and recruitment, assist with classroom facilitation and logistics, and other related duties.

Nancy Cisneros, $15.00 per hour
Lizet Corona Salazar, $19.00 per hour
Dennise Lopez, $17.00 per hour
Nancy Sanchez, $16.00 per hour
Elizabeth Schwartz, $15.00 per hour
Caryn Yokota, $17.00 per hour
Debra Zavala, $19.00 per hour

The following individual is to assist with software training for faculty and staff at El Camino College and Compton Educational Center, and to provide general technology assistance for the Staff Development Office and professional development programs.

Brian Hayden, $15.00 per hour

The following individual is to assist the Instructional Specialist with classroom facilitation and logistics, and other related duties that support the implementation of the Foster & Kinship Care Education Program.

John Forbes, $15.00 per hour

The following individual is to assist in implementing elements of the Youth Development Services Program or Foster & Kinship Care Education Program.

Sharonda Barksdale, $18.00 per hour
The following individual is to provide administrative support for Contract and Community Education.

Diane Palmer, $19.00 per hour

The following individual is to assist with the student Learning Outcome (SLO) listing and limited database.

Theresa Wright, $19.00 per hour

The following individuals are to provide photo identification card services and customer service at the front counter, supervise other ID staff, repair printer, order supplies, and assist as program coordinator for photo ID area and Associate Student Board (ASB) promotions.

Michael Carter, $19.00 per hour
Lawrence Moreno, $19.00 per hour
Richard Woods, $19.00 per hour

**Sports Aide Series**

20. **Sports Aide IV**
The following individuals are to work as a lifeguard for the swimming courses.

Bradley Blackshire, $12.00 per hour
Jennie Harris, $12.00 per hour
Richard Pieper, $12.00 per hour
Julio Ramirez, $12.00 per hour
Joshua Zurfluh, $12.00 per hour

**Theater Aide Series**

21. **Theater Aide I**
The following individuals are to assist the theater management and staff with basic theater duties for on-campus events.

Dennis Blackman, $8.50 per hour
Verna Bolton, $8.50 per hour
Stephanie Camello, $8.25 per hour
Amber Cooper, $8.25 per hour
Julia Durante, $8.50 per hour
Salma Fariz, $8.25 per hour
Heidi Fuller, $8.50 per hour
Leilani Fuller, $8.25 per hour
Melissa Guerrero, $8.50 per hour
Lauren Matern, $8.50 per hour
Fidela Mazariegos, $8.50 per hour
Sakira Moore, $8.25 per hour
La Toye Moorer, $8.25 per hour
Kaysha Morgan, $8.50 per hour
Gloria Nance, $8.25 per hour
Grenisha Parker, $8.25 per hour
Chere Price, $8.50 per hour
Stacy Reid, $8.25 per hour
Jackie Ross, $8.50 per hour
Martha Solis, $8.50 per hour
Sonia Solis, $8.50 per hour
Gail Vasquez, $8.50 per hour

22. Theater Aide II
The following individuals are to assist the theater management and staff with theater duties for on-campus events.

Melissa Guerrero, $9.25 per hour
Lauren Matern, $9.25 per hour
Fidela Mazariegos, $9.25 per hour
Kaysha Morgan, $9.25 per hour

23. Theater Aide IV
The following individuals are to assist the theater management and staff with theater duties for on-campus events and manage and organize the front of house staff for any given event.

Marcia Armstrong, $12.50 per hour
Jayme Barr, $12.75 per hour
Agnes Garcia, $12.75 per hour
Sue Hiraga, $12.50 per hour
Louise Kirst-Kaye, $12.50 per hour
Terry Klauck, $12.50 per hour
Annie Meyer, $12.50 per hour
Linda Mikell, $12.50 per hour
Jonathan Reyes-Flores, $12.75 per hour
Farren Ronquillo, $12.75 per hour
Christine Zarro, $12.75 per hour

24. Theater Aide VI
The following individuals are to perform technical duties for events at El Camino College.

Christian LeMay, $15.00 per hour  
Tammy Minion, $15.00 per hour  
Georgina Morales, $15.00 per hour  
Jana Morimoto, $15.00 per hour  
Samuel Toebe, $15.00 per hour  
Danielle Van Der Linden, $15.00 per hour  
Alicia Yanez, $15.00 per hour

Assistive Linguistics Professional Series

25.  Assistive Linguistics Professional I  
The following individuals are to be hired by the Special Resource Center to provide language interpreting support services between Deaf and Hard-of Hearing students, staff, and their hearing peers, the classroom instructor and other personnel.

Veronica Arvizu, $25.00 per hour  
Elizabeth Brambila, $30.00 per hour  
Joseph Calderon, $32.50 per hour  
Kristen Del Rosario, $32.50 per hour  
Lorena Gomez, $20.00 per hour  
Mireya Graciano, $30.00 per hour  
John Hennessy, $25.00 per hour  
Caroline King, $25.00 per hour  
Patty Kwee, $30.00 per hour  
Simeonne La Brecque, $20.00 per hour  
Shannon Leavitt, $32.50 per hour  
Anita Licea, $25.00 per hour  
Kelsey Montgomery, $20.00 per hour  
Tynisha Neely, $20.00 per hour  
Catherine Nordstrom, $25.00 per hour  
Raena Oshiro, $32.50 per hour  
Sarah Padilla, $27.50 per hour  
Lori Patton, $32.50 per hour  
Maronda Powell, $30.00 per hour  
Felicia Price, $32.50 per hour  
Aldrena Rodgers, $20.00 per hour  
Teresa Russ, $20.00 per hour  
Janna Saavedra, $30.00 per hour  
Alex Sandoval, $20.00 per hour  
D’yann Stewart, $20.00 per hour
26. **Assistive Linguistics Professional II**
The following individuals are to be hired to provide language interpreting support services between Deaf and Hard-of Hearing students, staff and their hearing peers, the classroom instructor and other personnel, and must possess National Certification.

- Malakia Adunni, $40.00 per hour
- Krystal Armstrong, $40.00 per hour
- Lenora Arnwine, $37.50 per hour
- Pamela Ashe, $40.00 per hour
- Shela Cardenas, $35.00 per hour
- Selma Chavez, $40.00 per hour
- Martin Garcia, $45.00 per hour
- Tamara Hill, $35.00 per hour
- Eduardo Huante, $35.00 per hour
- Shawna Leader, $35.00 per hour
- Robert Loparo, $45.00 per hour
- Jennifer Martin, $42.50 per hour
- Ken Marumoto, $35.00 per hour
- Saba Mc Kinley, $40.00 per hour
- Jack Nielson, $35.00 per hour
- Cynthia Parral, $35.00 per hour
- Alejandro Perez, $35.00 per hour
- Ancialyn Pinckney, $35.00 per hour
- Valerie Ransom, $40.00 per hour
- Elena Reza, $42.50 per hour
- Darlene Stevenson, $35.00 per hour
- Mona Tanji, $35.00 per hour
- Desiree Tanner, $42.50 per hour
- Lee Elle Tullis, $40.00 per hour
- Egla Veal, $40.00 per hour
- Lynette Vickers, $40.00 per hour
- Debbie Weber, $35.00 per hour
- Barbara Yancey, $35.00 per hour

**Educational Professional Series**
27. **Educational Professional I**
The following individuals are to provide tutoring services, coordinate the student and tutors, monitor the Math Study Center, and must possess a Bachelor’s degree.

- Mark Burgin, $20.00 per hour
- Henri Feiner, $20.00 per hour
- Manolita Formanes, $20.00 per hour
Laura Hinckley, $20.00 per hour
Jeffrey Post, $20.00 per hour
Mohammad Rahnavard, $20.00 per hour
Russell Reece, $20.00 per hour
Lawrence Schreier, $20.00 per hour
Tim Vu, $20.00 per hour

The following individual is to model for the Fine Arts life drawing and painting classes.

Shirley Hernandez, $25.00 per hour

28. Educational Professional II
The following individuals are to teach Basic, Low, or High Intermediate English as a Second Language class.

Stella Kabelitz, $40.00 per hour
Maria Kindweiler, $40.00 per hour
Susan Macias, $40.00 per hour
Andres Moina, $40.00 per hour
Bonnie Pereyra, $40.00 per hour
Barbara Polk, $38.00 per hour
Patricia Pollack, $40.00 per hour
Robert Puglisi, $40.00 per hour
Faith Vietti, $40.00 per hour

The following individuals are to conduct contract education training for the Workplace Learning Resource Center.

Renny Bowden, $40.00 per hour
James Ellingson, $40.00 per hour
Roberto Pandolfi, $45.00 per hour

29. Educational Professional IV
The following individual is to conduct contract education training for the Workplace Learning Resource Center and Industry and Technology.

Roberto Pandolfi, $70.00 per hour

Program Professional Series

30. Program Professional I
The following individual is to implement and coordinate the Utilities Responsive Training Fund Grant from the Chancellor’s Office.

John Weitzel, $25.00 per hour

The following individual is to assist in the planning, development, and coordination of workshops, activities and other related projects for students in Math, Engineering, and Science careers.

Moises Gutierrez, $21.00 per hour (also eff. 6/21/11 to 6/30/11)

The following individual is to oversee all the daily operations of the Math Study Center, coordinate the student and casual employee work schedules and timesheets, and other duties as needed.

Erxiang Wang, $30.00 per hour

The following individuals are to assist in tracking of various projects for the Center for Applied Competitive Technologies (CACT), and coordinate training services for displaced workers, incumbent workers, and clients in the aerospace or related industries.

Theresa Traina, $29.00 per hour
Joseph Weichman, $29.00 per hour

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

Laura Gutierrez Padilla, $27.00 per hour

The following individual is responsible for the operation of the Patient Simulation Center and performs program maintenance and repair, develops case scenarios, trains faculty, and assists with student teaching.

Max Minskoff, $30.00 per hour

The following individual is responsible for producing and directing instructional and informative video/television programs.

Cheryl Cleamons, $30.00 per hour

31. Program Professional II
The following individuals are to conduct business advising sessions and deliver workshops for the Small Business Development Center.

Alonzo Bonner, $45.00 per hour  
Kevin Farmer, $45.00 per hour  
Michael Grimshaw, $45.00 per hour  
Daniel Hancuff, $45.00 per hour  
Nathaniel Jemison, $45.00 per hour  
Charles Lowe, $45.00 per hour  
Antonio Ruiz, $45.00 per hour  
Samantha Sproson, $45.00 per hour  
Donald Stukes, $45.00 per hour  
Rebekah Walker, $45.00 per hour

The following individual is to provide technical and engineering support in the design, installation, and repair of analog and digital equipment and systems.

Robert Smith, $50.00 per hour

32. **Program Professional III**

The following individual is to conduct business advising sessions, deliver workshops and oversee the loan packaging process.

Sharon Peterson, $53.00 per hour

33. **Program Professional IV**

The following individual is to assist in the management of the Career and Technical Education (CTE) grant activities related to Project Lead the Way and the El Camino College Pre-Engineering program.

Ronald Way, $65.00 per hour

**Training Professional Series**

34. **Training Professional I**  
The following individual is to assist the instructor in the training of student from the maritime industry in a variety of fire technology areas.

Paul Cabasa, $32.00 per hour

35. **Training Professional II**
The following individuals are to facilitate groups with youth at risk or foster youth using experiential training strategies and strength-based practices.

Sharonda Barksdale, $37.00 per hour
John Forbes Barton, $37.00 per hour
Tonius Louie, $37.00 per hour
Tasha McFashion-Stiger, $37.00 per hour
Jocelyn Tucker, $37.00 per hour
Anthony Tyler, $37.00 per hour

The following individual is to facilitate groups using experiential training strategies and strength-based practices for the Youth Empowerment Strategies for Success Program (YESS).

John Forbes Barton, $37.00 per hour

The following individuals are to provide technical manufacturing training in corporate training and/or college classroom/laboratory setting.

Michael Huerth, $40.00 per hour (eff. 6/20/11 to 8/26/11)
Allan Stark, $45.00 per hour (eff. 6/20/11 to 8/26/11)
Philip Yaghmai, $45.00 per hour (eff. 6/20/11 to 8/26/11)

36. **Training Professional III**
The following individuals are to instruct the Standards for Training Certification and Watch keeping (STCW) Tankerman Person-in-Charge class.

Johnathan Brainard, $50.00 per hour
Lawrence Crawford, $50.00 per hour

**C. STIPENDS FOR COMPTON EDUCATION CENTER**
It is recommended that the following education administrators be paid a stipend for work at the Compton Educational Center, effective July 1, 2011 through June 30, 2012. All stipends may be rescinded with 30 days notice.

$1,000 per month
Francisco Arce
Jo Ann Higdon
Jeanie Nishime
Barbara Perez (for El Camino College duties)
Lynn Solomita

$330 per month
Kim Baily (July 2011 only)
Dipte Patel

$250 per month
Alice Grigsby
Gloria Miranda
Virginia Rapp
Stephanie Rodriguez

$160 per month
Connie Fitzsimons
Donald Goldberg

Stipend Assignment - It is recommended that the following classified managers, supervisors and confidential employees be paid a monthly stipend for work at the Compton Education Center, effective July 1, 2011 through June 30, 2012. All stipends may be rescinded with 30 days notice.

$415 per month
Hortense Cooper
William Mulrooney
Kathy Oswald
Michael Trevis
John Wagstaff

$330 per month
Leisa Biggers
Esperanza Nieto

$250 per month
Rocky Bonura
Julie Bourlier
Janice Ely
Irene Graff

*Item changed during Board meeting.*

$160 per month
Donna Emery
Andy Nasatir

Stipend Assignment - It is recommended that the following classified staff be paid a monthly stipend for work at the Compton Education Center, effective July 1, 2011 through June 30, 2012.
$100 per month
Lovelle Alford
Aida Bosque
Omar Brenes
Quajuana Chapman
C. Veronica Cooper
Sophie Dao

Marjorie Hall
Patrick Papetti
Cheryl Shenefield
Tri Vo
La Shanta Young

$75 per month
Paul Almandres
Martha Angel
Capri Blount
Robert Butler
Crispin Carlos
Angelica Cholico
Lucy Dao
Sharon Filio
Jan Hearn
Ellen Lorenz

Linda Mobley
LaTonya Motley
Tung Nguyen
Leonid Rachman
Dave Snowden
Marie Tate
Steve Thoreson
Hiep Tran
Gary Turner

$50 per month
Rita Bruce
Josie Cheung
Ned Diamond
Leimomi Elliott
Sheryl Kimball
Willie Ruth McGee
Donna Pantaleo
Hong Tran
D. ELIMINATION OF CLASSIFICATION SPECIFICATIONS FOR CLASSIFIED POSITION

It is recommended that the Board approve the elimination of the classification specifications for the Lead PBX Operator Receptionist, as shown attached.
EL CAMINO COMMUNITY COLLEGE DISTRICT

CLASS TITLE: LEAD PBX OPERATOR RECEPTIONIST

BASIC FUNCTION:

Under the direction of an assigned supervisor, operate a telephone switchboard and perform receptionist duties; train and provide work direction to relief operators and other personnel as assigned.

REPRESENTATIVE DUTIES:

Train and provide work direction to relief operators, student assistants and other personnel as assigned.

Operate a telephone switchboard; receive and transfer incoming calls.

Place, receive and complete long distance calls; take and transmit messages.

Receive and greet office callers and visitors and refer them to proper parties.

Provide routine information to employees, students and the public.

Notify interested parties of time and place of meetings and conferences.

Maintain accurate records related to long-distance billing.

Perform clerical work such as typing, filing, proofreading, assembling and distributing materials.

Operate a variety of office machines and equipment.

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Principles of training and work direction.
Operation of a telephone switchboard.
Modern office practices, procedures and equipment.
Record-keeping techniques.
Telephone techniques and etiquette.
Interpersonal skills using tact, patience and courtesy.
ABILITY TO:
Train and provide work direction to others.
Operate a multiple telephone switchboard.
Perform clerical work including the operation of a variety of office machines and equipment.
Understand and follow oral and written directions.
Establish and maintain cooperative and effective working relationships with others.
Learn the names and locations of personnel served by the switchboard.
Speak clearly and distinctly

EDUCATION AND EXPERIENCE:

Any combination equivalent to: graduation from high school including or supplemented by course work in office practices and two years of clerical experience including switchboard operation.

WORKING CONDITIONS:

Typical office setting.
Long periods of sitting.
Hand, wrist and finger dexterity.
Extensive interaction with students, staff and the public.
High volume telephone usage.

Classified Salary Range 25
Revised, Reallocated and Board Approved: September 13, 2004
A. Student Success – Information ........................................ 89
A. STUDENT SUCCESS – INFORMATION

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

Over the past two months we have been celebrating the success of our students culminating in a commencement ceremony on Thursday, June 9, 2011. At the 3rd annual Athletic Academic Awards Ceremony, student athletes were recognized. Denise Vargas, softball and Miguel Helguera, baseball were named Scholar Athletes of the Year for maintaining a 3.5 GPA or higher while participating in sports. Eight other student athletes were named to the “Wall of Fame” for maintaining GPAs of 3.0 or higher.

During the Academic Awards Tea, we acknowledged students for their hard work and success. Marisela Chavez, Monique Harris, and Luis Paredes were selected as Presidential Scholars representing the Compton Center. They were joined by 14 honor students and 51 scholarship recipients including 8 Osher scholarships. Terrance Stewart, class of 2010, spoke to the students letting them know that the education they received has prepared them for whatever they want to do. Terrance transferred to UC Riverside last fall and has made the Dean’s list.

Graduation is an important measure of success. This year, we are awarding 222 associate degrees and 53 certificates compared to 168 degrees and 74 certificates last year. Thirty-one nursing students were pinned on Wednesday, June 8 including 6 gentlemen the largest number of male graduates the program has experienced. Seventy-six students are transferring to 4-year universities and colleges. Fifty-five will be attending a California State University campus with 41 going to Dominguez Hills. Six have selected the University of California where 3 will be joining Terrance Stewart at UC Riverside. The remaining 15 will be attending private or out-of-state colleges or universities including 3 at historically black colleges and universities, Tuskegee, Texas Southern and Lincoln universities and 2 at USC.
A. Redistricting Action Plan ............................................................... Page 91
B. Informational Item – Los Angeles County Registrar-Recorder
   County Clerk Calendar of Events – Consolidated Elections
   November 8, 2011............................................................... Page 93
A. It is recommended that the Board review the ongoing Redistricting Action Plan. The Plan dates have been revised to reflect BRC meeting dates and the activities included in the proposal from the Mapping Consultant.

**REDISTRICTING ACTION PLAN**

**June 2011**
1. Board approves mapping firm
2. Census data certified by Department of Finance

**July 2011**
1. BRC holds first meeting
2. BRC reviews overview of committee’s charge
3. BRC elects chair and vice chair

**August 2011**
1. BRC holds second meeting to review options for redistricting boundaries with info provided by mapping consultant
2. BRC defines communities of interest throughout the District
3. Potential Communities of Interest
   - City boundaries
   - Neighborhoods/Neighborhood Assoc.
   - Housing Developments
   - Other
   - Parks
   - Hospitals
   - Churches
   - Malls
   - Precincts
   - Schools

**September 2011**
1. BRC holds third meeting to develop outreach/information plans, with assistance from College staff
2. Outreach and publicizing the process begins – BRC with assistance from College staff

**October 2011**
1. Hold public hearings throughout the ECCCD area – hosting one public hearing in each Trustee area; vary times
2. Identify communities of interest and organizations in each community and invite to public hearings
3. BRC holds workshop with mapping consultant to define potential redistricting areas based on info from public hearings

**November 2011**
1. Mapping consultant presents draft plan to BRC
2. Utilize the web and social media to provide information to the community and to solicit input from the community
3. Post Google Earth maps with proposed boundaries outlined for the public to review online and/or print
4. Provide proposed plan with info on how to submit input to libraries, schools, via email and newspapers
5. Provide draft plans with options for Trustee Areas and ask public for input

December 2011-January 2012
1. BRC meeting to plan media briefing and informational sessions
2. Host media briefing and ensure appropriate media coverage

February 2012
1. Final proposed plan presented to Board for first reading
2. Attorney reviews plans for any issues/concerns before submitting for public record

March 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

April 2012
1. LA County Office of Education conducts feasibility study

May/June 2012
A. ECCCD Board submits adopted Trustee Areas to LA County Registrar Recorder’s Office
### TENTATIVE CALENDAR OF EVENTS

**CONSOLIDATED ELECTIONS – NOVEMBER 8, 2011**

**IMPORTANT NOTICE**
All documents are to be filed with and duties performed by the Registrar-Recorder/County Clerk unless otherwise specified.

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>JULY 18 (M)</td>
<td>5:00 P.M.</td>
<td><strong>NOMINATION PERIOD – FILING DECLARATION OF CANDIDACY</strong>&lt;br&gt;First and last day for candidates to file declarations of candidacy.&lt;br&gt;(E. C. §§ 10510 and 10603).</td>
</tr>
<tr>
<td>AUG. 12 (F)</td>
<td>6:00 P.M.</td>
<td><strong>DECLARATION OF CANDIDACY – DEADLINE DATE (UDEL AND SCHOOL DISTRICTS)</strong>&lt;br&gt;Last day for candidates to file declarations of candidacy.&lt;br&gt;(E. C. §§ 10510 and 10603)</td>
</tr>
<tr>
<td>AUG. 12 (F)</td>
<td>6:00 P.M.</td>
<td><strong>CANDIDATE STATEMENTS</strong>&lt;br&gt;No candidate, including incumbents, whose declaration of candidacy has been filed, may withdraw after this date except when the nomination period has been extended for that office.&lt;br&gt;(E. C. §§ 10510 and 10604)</td>
</tr>
</tbody>
</table>

**ADMIT SPECIAL MEASURE ELECTION RESOLUTION**<br>Last day for governing boards to adopt a resolution calling a special school district election to place a measure on the ballot. Copies shall be filed with the county elections official.<br>(Ed. Code § 5322)

**NOTE:** Ballot measure text should not exceed 75 words.<br>(E. C. §§ 9051(b) and 13247)

**STATEMENT IN COMPLIANCE – LAST DAY TO SUBMIT**<br>Last day for a local jurisdiction to file a bond issue statement with the county elections official.<br>(E. C. § 9401)
<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>AUG. 13** (Sa)</td>
<td>5:00 P. M.</td>
<td><strong>NOMINATION EXTENSION PERIOD</strong> (IF INCUMBENT DOES NOT FILE)</td>
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<td>E-87**</td>
<td>If a declaration of candidacy for an incumbent is not filed by 5:00 p.m. on August 12, the declaration period shall be extended until August 17, 5:00 p.m., for persons other than the incumbent.</td>
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<td></td>
<td>E-83</td>
<td>NOTE: The extension does not apply where there is no incumbent eligible to be elected. (E. C. §§ 10516 and 10604)</td>
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<tr>
<td>AUG. 17 (W)</td>
<td>5:00 P. M.</td>
<td><strong>PUBLIC EXAMINATION PERIOD</strong></td>
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<td>E-87**</td>
<td>During this period candidate statements, candidate names and ballot designations shall be open for public examination. A fee may be charged to any person obtaining a copy of the material. During this period any person may file a writ of mandate or an injunction to require any or all of the material in a candidate statement to be amended or deleted. (E. C. § 13313)</td>
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<tr>
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<td>E-78</td>
<td>For candidate names and ballot designations, a writ of mandate may be filed pursuant to E. C. § 13314.</td>
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<td>NOTE: If the nomination period is extended for a particular office, the examination period for that office shall be adjusted to August 18 through August 27**.</td>
</tr>
<tr>
<td>AUG. 17 (W)</td>
<td>5:00 P. M.</td>
<td><strong>CANDIDATE WITHDRAWAL – NOMINATION EXTENSION PERIOD</strong></td>
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<td>E-83</td>
<td>Last day a candidate may withdraw declaration of candidacy papers when nomination period has been extended for that office. (E. C. §§ 10516 and 10604)</td>
</tr>
<tr>
<td>AUG. 18 (Th)</td>
<td>11:00 A. M.</td>
<td><strong>RANDOMIZED ALPHABET DRAWING BY SECRETARY OF STATE</strong></td>
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<td>E-82</td>
<td>The Secretary of State shall hold a public drawing to determine the order of candidate names on the ballot by randomly drawing each letter of the alphabet. (E. C. § 13112)</td>
</tr>
<tr>
<td>NOV. 8 (Tu)</td>
<td>8:00 P. M.</td>
<td><strong>ELECTION DAY</strong></td>
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<td>ELECTION DAY</td>
<td>Polls open 7:00 A.M., close 8:00 P.M., (E. C. §§ 1304, 10541 and 14212 and Ed. Code §§ 5090 and 16700)</td>
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<td><strong>VOTE BY MAIL BALLOTS RETURNED – 8:00 P.M.</strong></td>
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<td>Last day for Vote By Mail Ballots to be received or turned in personally by the voter at any polling place in the jurisdiction. A designated family member may return the voted ballot under specified conditions. (E. C. §§ 3017 and 3020)</td>
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<td><strong>SEALING OF UNUSED BALLOTS</strong></td>
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<td>At 8:00 p.m., immediately after the polls close, commence defacing or sealing all unused ballots and file an affidavit of the number of ballots destroyed or sealed. (E. C. §§ 14403 and 14404)</td>
</tr>
</tbody>
</table>

*Date adjusted due to weekend and/or holiday.*